

## Council Tax Information

### Help & Advice

For queries concerning your charges please refer your enquiries to the relevant charging authority on the following telephone numbers:-

Nottinghamshire County Council (Customer Voice) 0300 500 8080  
Nottinghamshire Police & Crime Commissioner 101  
Combined Fire Authority 0115 967 0880  
Parish Charges - please contact individual Parish Clerk

For Rushcliffe Borough Council please ring Customer Services or visit our Council Tax pages at [www.rushcliffe.gov.uk](http://www.rushcliffe.gov.uk). Personal visitors can be seen at the Rushcliffe Community Contact Centre on Rectory Road, West Bridgford (not at the Civic Centre) between 8.30am - 5.00pm (Mon-Fri) and 9.00am - 1.00pm on the first Saturday of every month.

Telephone enquiries can be made between 8.30am - 5.00pm (Mon - Fri) on 0115 981 9911

We are also available at:

- The Police Contact Point, The Precinct, Cotgrave, Nottingham NG12 3JQ every Wednesday between 9am and 1pm.
- Bingham Medical Centre, Newgate Street, NG13 8FD Monday, Tuesday, Thursday and Friday 9am – 5pm and 9 – 1 Wednesdays.
- East Leake Parish Council offices, 45 Main Street, LE12 6PF on Tuesday every week from 9am to 12.30pm.
- Keyworth Centenary Lounge, Village Hall, Elm Avenue, NG12 5AN every Friday between 9am and 1pm.

For information about paying your council tax, please see the back of your bill or visit the Revenues pages at [www.rushcliffe.gov.uk](http://www.rushcliffe.gov.uk).

### Valuation

The valuation of domestic property for Council Tax purposes is not carried out by Rushcliffe Borough Council. The value of your home has been assessed by the Valuation Office Agency, which is part of HM Revenues & Customs. Your home has been placed in one of eight valuation bands based on its estimated sale price on 1st April 1991. The fact that homes may be worth more today does not mean they have been put into the wrong band – the banding date was chosen in order to establish how much homes were worth relative to similar properties in the area and the bandings are not affected by any general movement in house prices. You can appeal if you think your house has been put in the wrong valuation band, but the rules are quite strict. **No appeals will be allowed if they are solely on the grounds of the general movement in house prices.**

#### Appeals may only be lodged if:

- there has been a material increase or reduction in the dwelling's value resulting from a physical change to the building or;
- you start or stop using part of the building to carry out a business or the balance between domestic and commercial use changes or;
- where you become the taxpayer in respect of that dwelling and less than six months have elapsed from that date.

Full details on how to appeal are available from the Listing Officer at the Valuation Office Agency (Council Tax East), Ground Floor, Ferrers House, Castle Meadow Road Nottingham, NG2 1AB. Telephone 03000 501501, or log on to [www.gov.uk/voa/contact](http://www.gov.uk/voa/contact).

## **Council Tax Bandings (Based on estimated sale prices on 1 April 1991)**

Band A Property worth up to £40,000  
Band B over £40,000 and up to £52,000  
Band C over £52,000 and up to £68,000  
Band D over £68,000 and up to £88,000  
Band E over £88,000 and up to £120,000  
Band F over £120,000 and up to £160,000  
Band G over £160,000 and up to £320,000  
Band H over £320,000

## **Discounts Allowable**

Council Tax is made up of two equal parts. One part relates to the property and the other to the people who live there. The full Council Tax bill assumes that there are two adults living in a dwelling. A number of discounts are available. Discounts on Council Tax bills will normally be granted if the property is furnished but unoccupied, ie tied properties (50%) or if there is only one resident aged over 18 (25%). Second Homes had previously been given a 10% discount, however, from 1<sup>st</sup> April 2013 this will no longer apply.

Certain groups of people are not counted when looking at the number of adults resident in a dwelling for Council Tax purposes, provided they meet certain conditions. These include:-

- Full-time students, student nurses, apprentices and Youth Training trainees
- People who are being looked after in care homes
- People who are severely mentally impaired
- People staying in certain hostels or night shelters
- 18 and 19 year olds who are at, or have just left school
- Care workers working for low pay, usually for Charities
- People caring for someone with a disability who is not a spouse, partner, or child under 18
- Members of visiting overseas forces and certain international institutions
- Members of religious communities
- People in prison (except those in prison for non-payment of Council Tax or a fine)
- Diplomats and members of international organisations headquartered in the U.K.

If you fall into one of these categories then please contact the Rushcliffe Community Contact Centre.

The Council has discretionary powers to vary the level of discounts awarded and has used these powers as follows:-

- Empty and unfurnished properties which need major repairs or are being structurally changed but remain empty will be limited to a discount of 50% for a period of 1 year regardless of whether the repairs or structural alterations have been completed. The discount period starts from the date the property became empty and unfurnished and subject to major repairs or structural alterations. (After 12 months 100% of the tax is due).
- Properties which have been unoccupied and unfurnished for less than 6 months will attract a 50% discount. (After 6 months 100% of the tax is due).

Properties that are unoccupied and unfurnished for more than 6 months are not entitled to a discount and council tax is charged at the full rate.

## **Council Tax is not payable on some dwellings**

The Government has decided that Council Tax will not be payable on some properties (including those occupied only by students). Below are the main descriptions of exempt properties:

- Properties owned by Charities which have been empty for less than 6 months.
- Properties left empty by someone going to prison.
- Properties left empty by someone going to live in a hospital, care home or a nursing home.
- Properties left empty after someone has died and probate or letters of administration have not been granted. The exemption lasts until probate is granted and for 6 months after this whilst unoccupied.
- Empty properties which the law says cannot be occupied.
- Empty properties waiting to be used by a Minister of Religion.
- Properties left empty by someone who has moved to receive care, other than to a hospital, care home or nursing home. For example, a disabled person moving to live with a caring relative.
- Properties left empty by someone who has moved to care for another person.
- Empty properties owned and last used by a student (exemption lasts as long as the person who would normally pay the Council Tax is a full-time student).
- Empty properties repossessed because of non-payment of a mortgage.
- Student Halls of Residence.
- Properties in which only full time students live.
- Properties used by the Armed Forces.
- Properties for which a member of a visiting force is liable.
- Properties for which a trustee of a bankrupt person is liable.
- A caravan pitch or boat mooring that is not used.
- Properties where only people under 18 live.
- Empty properties which are part of a bigger building and cannot be let separately because of planning rules. For example, this could apply to empty granny flats.
- Properties where only people who are severely mentally impaired live.
- Properties in which a diplomat or member of an international organisation headquartered in the UK live (as defined in regulations).
- Annex/self-contained properties occupied by elderly or disabled relatives.

If you are receiving an exemption you must tell us about any changes within 21 days of the change. More advice on exempt properties is available at [www.rushcliffe.gov.uk](http://www.rushcliffe.gov.uk).

### **If you are disabled**

You may qualify for a one band reduction in your Council Tax banding if you, or someone who lives with you, is substantially and permanently disabled. Properties in Band A will qualify for a reduction equal to 1/9th of a Band D property charge. To qualify, the disabled person must be living in the dwelling for which the reduction is being sought and there must be:-

- a room which is predominantly used by and required for meeting the needs of the disabled person; or
- a second bathroom or kitchen adapted for the needs of the disabled person; or
- a need to use a wheelchair indoors by the disabled person.

### **Council Tax Reduction and Benefits**

If you are on state benefits or a low income you may be eligible for help towards your Council Tax and/or rent. Claims can be made online and further information is available on the Council Tax and Benefits pages at [www.rushcliffe.gov.uk](http://www.rushcliffe.gov.uk).

## **Council Tax Recovery**

If you have arrears, then please contact us to discuss this. It should be noted that the Council will proceed to the issue of a summons, without further notice, if a reminder has already been issued in a financial year and it remains unpaid.

## **Fraud Prevention**

To help prevent fraudulent claims for any reductions, council tax data will be shared with the Audit Commission and other organisations for comparison with their records.

## **Changes in Circumstance**

You are required to inform the Council, in writing, within 21 days, of any changes in your circumstances which may affect your entitlement to any discounts, exemptions and disabled reductions. Failure to do so may result in a penalty of £70 being imposed in the first instance and £280 for each subsequent failure.

Any notification should be addressed to [revenues@rushcliffe.gov.uk](mailto:revenues@rushcliffe.gov.uk) or Revenues Services, Rushcliffe Borough Council, Civic Centre, Pavilion Road, West Bridgford, Nottingham NG2 5FE. Alternatively, if you are unsure of the effect of a change, please either visit us at the Rushcliffe Community Contact Centre or telephone 0115 981 9911.

## **Business Rates**

Business Rates are paid by the occupiers of commercial and industrial properties in Rushcliffe. The rates are based on the rateable value of the occupied property, multiplied by a 'rate poundage' which is set annually by the Government.

The rating of business property and appeals associated with the rateable values are not dealt with by Rushcliffe Borough Council. This is the responsibility of the Valuation Officer for Nottingham and enquiries should be made directly to the Valuation Office Agency on 03000 501501 or go to [www.gov.uk/voa/contact](http://www.gov.uk/voa/contact).

Anyone occupying a business property with a rateable value under £18,000 may be entitled to Small Business Rate Relief. Rate Relief may also apply to certain charities, types of business or organisation or village businesses within designated areas. For further information contact us on 0115 9819911 ext 706 or visit the Business Rates pages at [www.rushcliffe.gov.uk](http://www.rushcliffe.gov.uk).

## **Complaints**

If you have a complaint about any of the services provided by the Council, please contact us online, at [customerfeedback@rushcliffe.gov.uk](mailto:customerfeedback@rushcliffe.gov.uk), by post addressed to the Corporate Complaints Officer at the Civic Centre, Pavilion Road, West Bridgford. NG2 5FE, on 0115 981 9911 or at the Rushcliffe Community Contact Centre, Rectory Road, West Bridgford. NG2 6BN.

Your complaint will be sent to the most appropriate manager. If you are dissatisfied with the outcome of the initial investigation you can submit a further complaint which will be dealt with by the Corporate Complaints Officer and an Executive Manager. If you are still dissatisfied, then you can contact the Local Government Ombudsman, who will investigate the complaint on your behalf.

## WHAT DO YOU GET FOR YOUR MONEY?

Rushcliffe Borough Council provides a wide range of services for the Rushcliffe community costing a household living in a band D property £2.36 per week. In fact due to the types of property within Rushcliffe a large proportion of households will pay less. The Borough Council administers the following services.

### Protecting the environment and the community through:

Environmental Initiatives  
 Pollution Control  
 Health and safety  
 Food safety / Hygiene  
 Pest Control  
 Control of Development  
 Consideration of Planning Applications  
 Emergency Planning  
 Collection and recycling of refuse  
 Street cleaning  
 Licensing Regulations  
 Crime prevention and Community Safety

### Community areas and leisure facilities including

Recreation Facilities - which consist of  
 6 Leisure Centres  
 Edwalton Municipal Golf Course  
 Rushcliffe Country Park  
 Maintenance of open spaces  
 Promoting special events

### Electoral Registration and Elections

### Responsibility for housing

Improving housing  
 Homelessness

### Miscellaneous

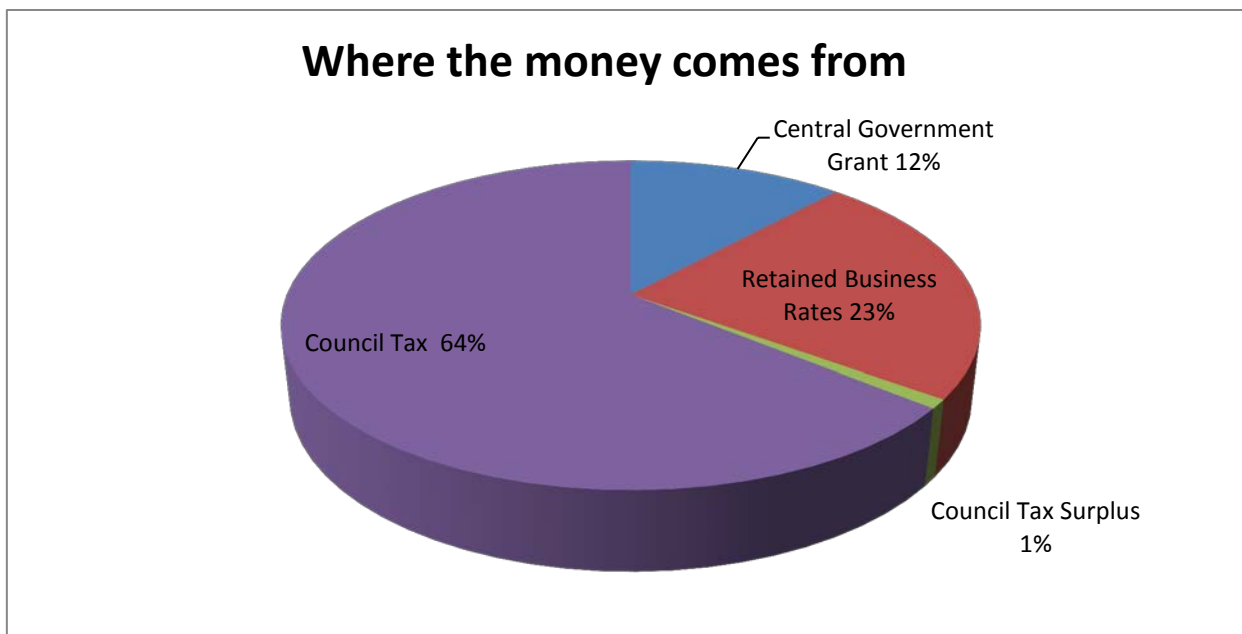
Collection of income - Council Tax, Business  
 Rates and invoices for chargeable services  
 Administration of Benefits

### RUSHCLIFFE BOROUGH COUNCIL EXPENDITURE & INCOME 2016-17

Last year 2015-2016	Service	This year 2016-2017			
		Gross Expenditure	Gross Income	Net Expenditure	£ per head
	<b>Central Services to the Public:</b>				
1.25	Corporate and Democratic Core	1.40	-	1.40	12.57
1.17	Local Taxation and Council Tax Benefits	1.32	-0.31	1.01	9.08
0.46	Election and Electoral Registration	0.37	-	0.37	3.33
0.49	Other Central services to the public	0.21	-0.16	0.05	0.49
0.17	Non Distributed Costs	0.10	-	0.10	0.86
	<b>Cultural, Environmental and Planning Services</b>				
2.64	Cultural and Related Services	3.15	-0.72	2.43	21.83
3.96	Environmental Services and Regulatory Services	6.24	-1.79	4.45	40.06
1.29	Planning Services	2.73	-1.10	1.63	14.69
0.03	<b>Highways Roads and Transport</b>	0.55	-0.64	-0.09	-0.82
0.89	<b>Housing Services</b>	18.76	-17.92	0.84	7.58
-0.72	<b>Trading Services</b>	1.04	-1.83	-0.79	-7.09

11.63	<b>Full Cost of Services</b>	35.87	-24.47	11.40	102.58
-1.50	Less Technical adjustments	-1.60	0	-1.60	-14.32
-0.15	Interest (paid and received)	0.01	-0.25	-0.24	-2.23
-0.68	Addition to /use of contingencies and specific reserves	0.31	-0.90	-0.59	-5.31
9.30	Cost of services for council tax purposes	34.59	-25.62	8.97	80.72

The net cost of all services is £8.97, the chart below illustrates where this money will come from in 2016-17.



- Central Government Grant  
£1,064,000 2016/17 (£1,794,000 2015/16)
- Council Tax  
£5,753,000 2016/17 (£5,408,000 2015/16)
- Council Tax Surplus  
£79,000 2016/17 (£84,000 2015/16)
- Retained Business Rates  
£2,072,000 2016/17 (£2,021,000 2015/16)

The amount to be raised from the Council Tax represents a band “D” rate of £122.94 for Borough Council Services and an average Band “D” tax rate of £186.62 including Parish Precepts and Special Expenses

### Special Expenses

In West Bridgford there is no Parish Council. Local recreation and community facilities that are provided by Parish Councils elsewhere are provided by Rushcliffe Borough Council at a cost of £704,540. A small amount - £9,070 – is spent by Rushcliffe in the Parishes of Ruddington and £3,800 in Keyworth. Special charges are made to cover these expenses. The special charge on a band D property in West Bridgford is £52.92, in Keyworth it is £1.48 and in Ruddington it is £3.53, with other amounts payable in different bands.

### Outstanding Debt

The total amount of loans outstanding as at 31st March 2016 was £5.481m. The estimated debt outstanding as at 31st March 2017 is £12.001m

### Capital Investment

The Council has approved a Capital Programme for this year (2016/17) of £18.742m. Schemes include provision for disabled facilities grants and investment in social housing.

## Parish Expenditure

The table below shows the amount each Parish Council requires from its own local residents to pay for services in the Parish. The precept shown is for both 2016/2017 and the preceding year, together with the additional council tax rate that applies to a band D property in the area.

	Parish Band D Tax Rate	Parish Band D Tax Rate	Precept	Precept
Parish Area	2016/17	Increases/ Decreases	2016/17	2015/16
	£	£		£
Aslockton	22.22	0.30	7,502	7,143
Barton-in-Fabis	28.22	0.00	3,293	3,352
Bingham	72.22	0.00	246,268	241,475
Bradmore	18.02	0.77	3,000	2,900
Bunny	57.61	0.86	17,000	16,810
Car Colston	0.00	0.00	-	-
Clipston	3.24	3.24	100	-
Colston Bassett	69.27	6.58	8,500	7,730
Costock	34.22	-0.52	10,000	9,740
Cotgrave	93.82	-0.04	192,500	181,053
Cropwell Bishop	139.58	5.48	85,884	81,976
Cropwell Butler	33.84	0.01	11,220	10,965
East Bridgford	43.03	2.01	34,333	32,470
East Leake	75.80	11.45	197,196	151,615
Elton-On-The-Hill	0.00	0.00	-	-
Flawborough	0.00	0.00	-	-
Flintham	51.56	0.55	10,833	10,381
Gotham	61.64	-2.82	36,400	37,568
Granby cum Sutton	58.69	-0.86	10,000	9,850
Hawksworth	154.49	0.00	9,980	9,841
Hickling	28.36	0.44	6,950	6,958
Holme Pierrepont & Gamston	38.79	3.77	41,300	37,570
Keyworth	66.63	-0.44	167,475	165,000
Kingston-on-Soar	31.47	0.36	4,100	4,010
Kinoulton	16.71	0.02	6,850	6,810
Kneeton	0.00	0.00	-	-
Langar cum Barnstone	107.00	-1.02	35,792	35,830
Newton	41.36	0.62	12,400	12,133*
Normanton-on-Soar	62.33	-1.50	12,255	11,910
Normanton-on-the-Wolds	42.38	5.18	6,441	5,591
Orston	37.50	-0.82	7,970	7,944
Owthorpe	0.00	0.00	-	-
Plumtree	33.28	-2.00	4,200	4,170
Radcliffe-on-Trent	88.62	4.00	280,775	264,810
Ratcliffe-on-Soar	0.00	0.00	-	-
Rempstone	24.97	0.14	4,900	4,740
Ruddington	112.29	2.09	279,461	260,609
Saxondale	0.00	0.00	-	-
Scarrington	9.21	-0.04	750	750

Screveton	0.00	0.00	-	-
Shelford	71.16	-0.09	7,970	7,567*
Shelton	8.68	0.47	500	490
Sibthorpe	29.41	3.64	1,600	1,420
Stanford-on-Soar	75.87	11.96	5,000	4,320
Stanton-on-the-Wolds	22.01	-0.67	4,650	4,600
Sutton Bonington	37.37	-0.16	23,500	23,050
Thoroton	0.00	0.00	-	-
Thrumpton	50.14	0.00	3,575	3,600
Tollerton	55.92	10.01	44,500	36,430
Upper Broughton	53.19	-2.01	8,000	8,180
West Leake	31.17	0.00	2,045	2,070
Whatton-in-the-Vale	31.80	1.71	11,755	11,200
Widmerpool	24.14	-0.27	4,090	4,050
Willoughby-on-the-Wolds	35.96	7.03	9,875	7,780
Wiverton & Tithby	0.00	0.00	-	-
Wysall & Thorpe	41.46	-0.76	8,250	8,170

\*special expense in 2015/16



## Council Tax Charge Increases 2016-17

Band	Nottinghamshire County Council	Nottinghamshire County Council – Adult Social Care	Fire	Police	Borough	Total
A	16.47	16.54	0.94	2.34	3.30	39.59
B	19.21	19.31	1.10	2.73	3.85	46.20
C	21.95	22.06	1.25	3.12	4.40	52.78
D	24.70	24.82	1.41	3.51	4.95	59.39
E	30.19	30.33	1.72	4.29	6.05	72.58
F	35.68	35.85	2.03	5.07	7.15	85.78
G	41.17	41.36	2.35	5.85	8.25	98.98
H	49.40	49.64	2.82	7.02	9.90	118.78

The Average charge for a band D property in Rushcliffe is: £1,731.04				
Average Council Tax at band D:	2015/16	2016/17	Increase	
	£	£	£	%
County Council	1,241.14	1,265.84	24.70	1.99%
County Council – Adult Social Care	0.00	24.82	24.82	2.00%
Police Authority	176.40	179.91	3.51	1.99%
Fire Authority	72.44	73.85	1.41	1.95%
Borough Council	117.99	122.94	4.95	4.20%
Parish Council	61.73	63.68	1.95	3.16%
	1,669.70	1,731.04	61.34	3.67%

Enquiries about the content of this leaflet or any comments about the Council's finances should be directed to the Executive Manager – Finance and Corporate Services, at;

Rushcliffe Borough Council  
Civic Centre  
Pavilion Road  
West Bridgford  
Nottingham  
NG2 5FE.  
Tel: 0115 981 9911