

Date of issue

09-MAR-2022



**CRAVEN DISTRICT COUNCIL**  
Revenues and Benefits Services, 1 Belle Vue Square  
Broughton Road, Skipton, BD23 1FJ  
TEL: (01756) 700600

9.00 am - 5.00 pm Monday - Thursday 9.00 am - 4.30 pm Friday

# NON DOMESTIC RATES BILL



Account Reference

50000650451

VIAMED LTD  
15 STATION ROAD  
CROSS HILLS  
KEIGHLEY  
WEST YORKSHIRE  
BD20 7DT

Please quote this number when writing,  
telephoning or making payment.

60

Reason for sending you this bill : Annual

Address of Property

VIAMED  
15 STATION ROAD  
CROSS HILLS  
KEIGHLEY  
BD20 7DT

Your Non domestic rates are calculated as follows: Rateable

Value	Multiplier	Amount
16500	0.4990	8233.50
Multiplier with Supplement	0.5120	8448.00

Property Reference : N12706900710

Description : Office (Excluding Central & Local Gov'T)

Charge For Period	Rv 16500	01-APR-2022 31-MAR-2023	8233.50
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**TOTAL AMOUNT PAYABLE BY YOU**

8233.50

First instalment due on 20-APR-2022  
9 Other instalments due on 20-MAY-2022 to 20-JAN-2023  
Instalments to be paid by:DIRECT DEBIT MONTHLY

1 X 826.50  
9 X 823.00

OFFICE USE ONLY

BILL NUMBER

60

EXTRACT NUMBER

31969/40

Most Non-Domestic rate bills provide 10 instalments from April to January. If you prefer, you can pay your bill over 12 monthly instalments. To benefit from 12 instalments in 2022/23, you must contact Customer Services by 15 April 2022. After this date it may not be possible to pay your bill over 12 months in this financial year. **If your bill already shows 12 instalments, you need take no further action.**

Instalments are due on 1<sup>st</sup> of each month or you can choose the 20<sup>th</sup> of the month if paying by Direct Debit. Please ensure payments are made on or before the dates shown overleaf. If payments are not made by the due date you may lose the right to pay by instalments, meaning that you will have to pay the remaining instalments amounts immediately.

**Explanatory notes are no longer enclosed with your bill and are now published on our website at [www.cravendc.gov.uk/](http://www.cravendc.gov.uk/)**

**Please take the time to read them because they contain important information about Non-Domestic Rates for year 2022/23.**

## **HOW TO PAY**

**Direct Debit** – This is the safest and most convenient way to pay. You can telephone 01756 700600 and set up your direct debit over the phone. You will need to have your bank details ready.

**Online or internet banking** - The Council's bank details are: Sort Code: 30-91-12 Account Number: 00654605  
Pay via our website – click on the 'Pay Online' tab at [www.cravendc.gov.uk/](http://www.cravendc.gov.uk/)

**Telephone** - Payments by debit card (Visa, Switch, Mastercard or Delta). Payments by credit card (Delta, Maestro, Mastercard, Solo, Switch (TR), Visa (TR)). Please telephone 01756 700600 to speak to a Customer Advisor, or select option 2 for our 24 hour automated service.

**By Post** - Send your cheque payments to Craven District Council, 1 Belle Vue Square, Broughton Road, Skipton, BD23 1FJ. Cheques should be made payable to Craven District Council quoting your NNDR account reference number on the back of the cheque. Please do not send cash through the post. We do not accept post-dated cheques.

**In Person** - Cheque payments may be made at the locations listed below. In addition, debit and credit card payments may be made at Belle Vue Square. Cash payments are no longer accepted at any of the Council's Offices and will only be accepted at Post Offices and PayPoint outlets provided you have an Allpay card.

**1 Belle Vue Square, Broughton Road, Skipton** (Mon-Thurs 9.00am - 5.00pm, Fri 9.00am - 4.30pm)  
Any changes to these opening hours will be published on our website - please check on [www.cravendc.gov.uk/](http://www.cravendc.gov.uk/)

**Local Post Office**, by Girobank smart card with no additional cost to you, or your **Pay Point outlet** using your Allpay card. You can request an Allpay card by telephoning Customer Services on 01756 700600.

For further information on non-domestic rates please visit our website [www.cravendc.gov.uk/](http://www.cravendc.gov.uk/)

For enquiries about the valuation given to your property, you need to contact the Valuation Office Agency at [www.gov.uk/voa/contact](http://www.gov.uk/voa/contact).

## **e-billing**

**Did you know that you can choose to receive your Business Rates bill as an attachment sent by email? If you want to use this option email [localtaxation@cravendc.gov.uk](mailto:localtaxation@cravendc.gov.uk) and please don't forget to include your account number.**

## **Rating advisers**

Ratepayers do not have to be represented in discussions about rateable value or rate reductions. Appeals against rateable values can be made free of charge. However, ratepayers who do wish to be represented should be aware that members of the Royal Institution of Chartered Surveyors (RICS - [www.rics.org](http://www.rics.org)) and the Institute of Revenues, Rating and Valuation (IRRV - [www.irrv.org.uk](http://www.irrv.org.uk)) are qualified and are regulated by rules of professional conduct designed to protect the public from misconduct. Before you employ a rating adviser, you should check that they have the necessary knowledge and expertise, as well as appropriate indemnity insurance.

**Please take great care and, if necessary, seek further advice before entering into any contract.**





## Non Domestic Rating Reliefs/Discounts – 2022/23



- **Discretionary Rate Relief**

If you receive Non-Domestic Rating Discretionary Relief your current entitlement will end with effect from 31st March 2023. This notice should be treated as notification of termination as required by law under Regulation 2(3) of the Non-Domestic Rating (Discretionary Relief) Regulations 1989. The new North Yorkshire Council will notify you, in due course, of any new entitlement to discretionary relief with effect from 1st April 2023. You'll find answers to some of the questions you might have at [www.cravendc.gov.uk](http://www.cravendc.gov.uk)

- **Retail, Hospitality and Leisure Relief (RHLR)**

The 2022/23 retail, hospitality and leisure business rates relief scheme will provide eligible, occupied, retail, hospitality and leisure properties with a 50% relief, up to a cash cap limit of £110,000 per business. This relief should be detailed on your 2022/23 account if you are eligible. If it is not showing but you think you may qualify, you should contact Customer Services on 01756 700600 or alternatively email [local.taxation@cravendc.gov.uk](mailto:local.taxation@cravendc.gov.uk). You should also contact us if you have been awarded the relief but you wish to refuse its award – you should inform us of this by 30 April 2023.

The RHLR scheme is likely to amount to subsidy. Any relief provided by Local Authorities under this scheme will need to comply with the UK's domestic and international subsidy control obligations.

- **Extension of Transitional Relief for 2022/23**

The transitional relief scheme was introduced in 2017 to help those ratepayers who were faced with higher bills as a result of the revaluation. The scheme ends on 31 March 2022. The government announced an extension to the scheme for one year to coincide with the end of the current revaluation cycle. The scheme restricts increases in bills to 15% for businesses with small properties (up to and including £20,000 rateable value) and 25% for medium properties (up to and including £100,000 rateable value). Unlike the existing statutory transition scheme which ends on 31 March 2022 where transitional relief is measured before all other reliefs, the extension of transitional relief into 2022/23 will be measured after other reliefs (including others such as RHL relief). This relief will be calculated shortly and a new bill issued to qualifying ratepayers. If you do not receive an updated bill by 9<sup>th</sup> May 2022 but you think you may qualify, you should contact Customer Services on 01756 700600 or alternatively email [local.taxation@cravendc.gov.uk](mailto:local.taxation@cravendc.gov.uk).

- **Transitional Premium for 2022/23**

Unlike transitional relief the extended policy does not apply in downward transition to lower bills – these accounts will reflect the true bill from 1 April 2022.

- **Supporting Small Business Scheme (SSB)**

The introduction of the SSB scheme at 1 April 2017 ensured that ratepayers eligible to small business rate relief or rural rate relief during 2016/17 qualified for a limited increase in rates payable extending up to a five year period, or until they reached the charge they would have paid without the scheme. The SSB scheme has remained as it is in the current

non-statutory scheme with a percentage cap in 2022/23 of 15% plus inflation (or a cash value increase of £600 if greater).

This relief has been calculated in conjunction with the extended transitional relief scheme and should be detailed on your 2022/23 account if you are eligible. If it is not showing but you think you may qualify, you should contact Customer Services on 01756 700600 or alternatively email [local.taxation@cravendc.gov.uk](mailto:local.taxation@cravendc.gov.uk).

The extension of transitional relief and supporting small business (SSB) relief scheme is likely to amount to subsidy. Any relief provided by Local Authorities under this scheme will need to comply with the UK's domestic and international subsidy control obligations

- **COVID-19 Additional Relief Fund (CARF)**

The Government announced a new COVID-19 additional relief fund (CARF) of which Craven District Council was allocated £1.2m. The fund was available to support businesses affected by the pandemic but that were ineligible for existing support linked to business rates. Local authorities were each responsible for designing a discretionary policy and eligible businesses will have been contacted prior to the issue of this account as the relief related to the financial year 2021/22. Full details of Craven's policy are available through our website - [www.cravendc.gov.uk](http://www.cravendc.gov.uk)

Any enquiries relating to an award of CARF relief should be directed to Customer Services on 01756 700600 or alternatively by email [local.taxation@cravendc.gov.uk](mailto:local.taxation@cravendc.gov.uk).

- **Rural Rate Relief**

With effect from 1 April 2017 businesses eligible for mandatory rural relief will qualify for a 100% reduction in charge. This reduction should be detailed on your annual account if you are eligible. If it is not but you think you may qualify, you should contact Customer Services on 01756 700600 or alternatively email [local.taxation@cravendc.gov.uk](mailto:local.taxation@cravendc.gov.uk).

- **Small Business Rate Relief**

Small business rate relief is available to ratepayers occupying premises with a rateable value less than £15,000. Claims can be made on only one property, however if you have additional properties that are either empty or below a rateable value of £2,900 you may still qualify for relief on your main premises. More information regarding small business rate relief can be obtained from Customer Services on 01756 700600 or alternatively by email to [local.taxation@cravendc.gov.uk](mailto:local.taxation@cravendc.gov.uk).

- **Subsidy Controls**

Providing discretionary relief to ratepayers is likely to amount to a subsidy. Relief provided by Local Authorities will need to comply with the UK's domestic and international subsidy control obligations. It is your responsibility to check that you are eligible, by submitting an application or accepting an award of relief you are declaring that you are complying with and will not exceed the relevant permitted allowance thresholds. If you have any doubt as to your position you must seek appropriate advice before applying / accepting as the responsibility lies with the business. Further information is available on the Gov.uk website [www.gov.uk/government/publications](http://www.gov.uk/government/publications) and searching for subsidy controls.

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