

Date of issue

10-MAR-2022

**CAVEN 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



## **COUNCIL TAX BILL**

VIAMED PROPERTIES  
helen.lamb@viamed.co.uk

**Account Reference**

10049420925

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

**Reason for sending you this bill :** Close Acc

<b>Address of Property</b>	<b>Authority</b>	<b>% Increase</b>	<b>Amount</b>
BROWFIELD 13 STATION ROAD CROSS HILLS KEIGHLEY WEST YORKSHIRE BD20 7EH	North Yorks C C Craven District Council Nycc Adult Social Care Glusburn Combined Fire Authority North Yorkshire Police	2.0 2.7 2.0 4.2 2.0 3.7	1154.51 166.41 149.80 49.13 67.21 249.83

<b>Property Reference</b>	012706850130	<b>Subtotal</b>	1836.89
<b>Property Band :</b>	C		

Council Tax For Period Unoccupied Unfurnished One Month Prescribed Class C Empty & Unoccupied Payments Received As At Date Of Issue Refund	Band C 14-DEC-2021 14-DEC-2021 14-JAN-2022 04-MAR-2022	18-FEB-2022 13-JAN-2022 18-FEB-2022	324.94 -150.35 0.00 -373.44 198.85
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The Government is providing a £150 one-off Energy Bills Rebate for most households in council tax bands A-D. A discretionary scheme will operate for bands E-H.

The Council Tax attributable to NYCC includes a precept to fund adult social care (shown separately). If you are on a low income you may be eligible to claim Council Tax Reduction. Telephone 01756 700600 for more details. If you have recently applied for Council Tax Reduction please continue to pay your Council Tax instalments whilst your claim is being considered.

**TOTAL AMOUNT PAYABLE BY YOU**

0.00

YOUR BILL IS PAYABLE AS FOLLOWS:  
FOR FURTHER DETAILS ON HOW TO PAY SEE OVERLEAF.

Most council tax 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 the council tax year 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 1st of each month or you can choose the 20th 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 instalment amounts immediately.

To query the council tax band given to your property contact the Valuation Office Agency at [www.gov.uk/voa/contact](http://www.gov.uk/voa/contact)

## **Council tax exemptions and discounts**

Certain types of properties and groups of people are eligible for discounts or exemptions on council tax e.g. properties which are left empty by people receiving care or students. There are also reductions available on application for some physical and mental disabilities. See our website for further details and how to apply - [www.cravendc.gov.uk](http://www.cravendc.gov.uk)

## **Council tax reduction**

Council tax reduction (CTR) is a means tested reduction to your council tax liability, intended to help lower income households. The amount of CTR on your bill is the calculated amount for the full financial year. If you would like to know how your entitlement has been assessed, you can request a more detailed calculation statement. If you think the assessment is incorrect you can appeal and the decision will be looked at again and a detailed explanation issued. If you think the council's decision is wrong, or you don't hear back within 2 months, you can appeal to the Valuation Tribunal. You must appeal within 2 months of the council telling you its decision or 4 months of you first writing to the council (if you haven't had a response).

If you would like to find out more about CTR, or to make an application, please contact Customer Services on 01756 700600 or visit our website.

## **Energy Rebate**

If you pay by direct debit, and your dwelling is in Band A-D, you may receive a payment of £150. The grant is awarded on the assumption that, as at 1st April 2022, the recipient is the liable council tax payer for the property, which must be an occupied property in Bands A-D. If the recipient is found not to have been eligible for the grant the payment may be liable for recovery. Only one payment may be made to a property (the grant is provided to support all residents of the household).

## **Your responsibilities**

If you are receiving CTR, a discount or exemption you must inform the council within 21 days if circumstances change which might affect entitlement. Making a false statement or failing to declare a change which affects entitlement could result in a financial penalty or prosecution.

## **Adult Social Care**

The Secretary of State made an offer to adult social care authorities. The offer was the option of an adult social care authority being able to charge an additional "precept" on its council tax without holding a referendum, to assist the authority in meeting its expenditure on adult social care from the financial year 2016-17.

It was originally made in respect of the financial years up to and including 2019-20. If the Secretary of State chooses to renew this offer in respect of a particular financial year, this is subject to the approval of the House of Commons. This additional precept has been approved for 2022/23.

More information about Adult Social Care charges can be found at [https://www.northyorks.gov.uk](http://www.northyorks.gov.uk), tel:01609 780780 and at [https://cravendc.gov.uk](http://www.cravendc.gov.uk).

## **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 <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 Council Tax account reference number on the back of the cheque. Please do not send cash through the post. Please note 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 council tax and non-domestic rates or for details on how your council tax is spent, please visit our website [www.cravendc.gov.uk/](http://www.cravendc.gov.uk/)