



Council Tax Explanatory Notes

This document comprises part of your
Council Tax Demand Notice



This information is available in other formats
(including large print and Audio CD)

Please let us know on 0115 901 3950
or email revenues@gedling.gov.uk

www.gedling.gov.uk

Gedling
Borough Council 



Your bill explained

A The financial year to which your Council Tax demand notice relates.

B Your Council Tax account number.

C The address which has given rise to Council Tax charges.

D The valuation band assigned to your property.

E The changes from last year's Council Tax amounts.

F The period to which your Council Tax relates.



G Any discounts, exemptions, reductions or premiums will be listed here.

H If you are in receipt of any assistance through the Council Tax Reduction Scheme it will be listed here.

I QR code, scan to sign up for paperless E-Billing.

J The total amount payable by you.

K Your payment method, instalment dates and amounts. If it says Direct Debit, instalments will be taken automatically from your bank. Please see the 'How to pay your Council Tax' section of this leaflet for more information on methods of payment.

COUNCIL TAX DEMAND NOTICE 2024/25

Date of Issue: 15/03/2024	Account Number: 300782025
A N Example 123 High Street Gedling Nottingham NG4 6LU	Address of property giving rise to Charge (If Different) 123 High Road Calverton Nottingham NG14 5NG
	Property Band: D
	Reason for Demand: New Year Billing


Your Council Tax is calculated as follows:

Precepting Authority	% Change	Tax Amount
Nottinghamshire County Council	2.8%	£1,542.66
Nottinghamshire County Council *	2.0%	£264.42
Gedling Borough Council	3.0%	£188.86
Nottinghamshire Police & Crime Commissioner	4.8%	£282.15
Combined Fire Authority	2.9%	£92.21
Calverton Parish Council	7.0%	£110.80
Total Annual Council Tax Charge:	4.7%	£2,481.10

* The council tax attributable to Nottinghamshire County Council includes a Precept to fund adult social care.

Council Tax for period 01/04/24 to 31/03/25:	£2,481.10
Disabled Band Reduction	
Single Person Discount	
Council Tax Reduction Scheme	

Switch to e-billing today to get your bills and access your council tax account online. E-billing is more environmentally friendly and helps reduce costs. Switching is easy, visit www.gedling.gov.uk/switch or scan the code to sign up and learn more.



AMOUNT PAYABLE BY YOU:						£2,481.10
The following instalments are due to be paid by Cash, Cheque or Debit Card on or before the dates detailed						
01/04/2024	£249.10	01/05/2024	£248.00	01/06/2024	£248.00	
01/07/2024	£248.00	01/08/2024	£248.00	01/09/2024	£248.00	
01/10/2024	£248.00	01/11/2024	£248.00	01/12/2024	£248.00	
01/01/2025	£248.00					

For example purposes

How to pay your Council Tax



Direct Debit: If you pay by Direct Debit you will have the choice of four payment dates, the 1st, 7th, 15th or 28th. To arrange a Direct Debit please go to www.gedling.gov.uk/directdebit or telephone 0115 901 3950. You can also scan the QR code on your bill.



Internet: log on to the Council's website at:
www.gedling.gov.uk/payct



Debit Card: By telephoning the Council's 24 hour Payment line on 0161 627 9907 or 0115 901 3949 during office hours.



Post: Cheques should be made payable to Gedling Borough Council and sent to the Civic Centre. Please write your account number on the reverse of the cheque. Receipts are not issued for this method of payment. **Post-dated cheques will not be accepted.**



Post Office/Payzone: Payment may be made at any Post Office or payzone outlet in the country, free of charge, with a Post Office Plastic Card. Please telephone 0115 901 3950 to order a card.



In Person: At the Council offices at the Civic Centre between 9am to 4:45pm Monday to Friday (4:15pm Fridays). Night safe facilities are available.



Bank Details: HSBC plc. Sort Code: 40-08-46 Account Number: 51474146

Extend your instalments until March

It is possible to extend your instalments until either February or March. To do so please visit www.gedling.gov.uk/extend To pay over the maximum of 12 instalments, please do this by 15th April 2024.



Council Tax Bands

The Government's Valuation Office Agency has placed all homes in one of eight 'valuation bands' based on the open market value of the property on 1st April 1991 as follows:

Band A - up to £40,000

Band B - £40,001 to £52,000

Band C - £52,001 to £68,000

Band D - £68,001 to £88,000

Band E - £88,001 to £120,000

Band F - £120,001 to £160,000

Band G - £160,001 to £320,000

Band H - more than £320,000

Can I Appeal Against My Band?

If you believe your banding may be wrong, you can appeal to the Valuation Office Agency. You can appeal if you have been responsible for the property for less than 6 months or if you believe your banding needs amending due to a change in the property or locality. For more information, visit www.voa.gov.uk

Do You Qualify for a Discount?

Sole adult occupiers are entitled to a 25% discount. Households of two or more adult occupiers may be entitled to a discount if all but one occupier is:

- a full-time student, student nurse or apprentice
- living in hospital, care homes, certain hostels or night shelters
- severely mentally impaired
- 18 or 19 and at, or just left, school
- a careworker, working for low pay, usually for charities
- caring for someone with a disability who is not a partner, spouse or a child under 18
- a member of visiting forces or certain international institutions
- a member of a religious community (monks and nuns)
- in prison (except those in prison for not paying Council Tax or a fine)

With effect from 1st April 2014 some annexes occupied by relatives of the people in the main dwelling may be eligible for a discount. To apply for a discount visit www.gedling.gov.uk/discounts

Care Leavers

We grant an automatic reduction for all care leavers aged 18-25. If this is something that applies to you and you have not been granted a reduction or to take advantage of other offers for care leavers, please contact the council.





Unoccupied Properties

Properties that are unoccupied and unfurnished and not exempt, are entitled to a one month 100% discount followed by a 25% discount for up to a further five months from the date they became vacant. After this period, the full tax is payable.

Long term empty properties left vacant for one year or more will be charged an additional premium as follows:

- Vacant between one and five years, 100% premium
- Vacant between two and ten years, 200% premium
- Vacant for ten years or more, 300% premium

Assistance with selling or letting long term empty properties can be obtained from the Council's Empty Homes Officer on 0115 901 3826.

Properties that are unoccupied, unfurnished and undergoing major works or structural alteration may be eligible to a 25% discount for up to 12 months. Please contact the Council to apply and to arrange an inspection.

Furnished second homes will receive a 10% discount unless the property is classed as job related accommodation, if this is the case, please contact the Council.

Is Your Property Exempt From Council Tax?

Unoccupied properties may be exempt if they are:

- owned by a charity (exempt for up to six months)
- left empty by someone in prison
- left empty by someone living in hospital or a care home
- in certain circumstances, when waiting for probate/letters of administration to be granted (and up to six months once this has been granted)
- empty because occupation is prohibited by law or a relevant planning restriction applies
- waiting to be occupied by a minister of religion
- left empty by a person receiving personal care elsewhere
- left empty by someone providing personal care elsewhere
- left empty by students





Is Your Property Exempt From Council Tax?

Unoccupied properties continued

- repossessed
- the responsibility of a bankrupt's trustee
- empty caravan pitches or boat moorings
- some unoccupied annexes

Occupied properties may be exempt if they are:

- lived in entirely by students and/or severely mentally impaired residents
- halls of residence
- barracks
- lived in by visiting forces personnel
- lived in by people under 18
- lived in by a diplomat

Is Your Property Specially Adapted for a Disabled Person?

If a member of your household needs a room, extra bathroom, kitchen or extra space in your property to meet special needs (including extra space to use a wheelchair indoors) because of a disability, you may be entitled to a reduction.

Can I Appeal Against My Council Tax?

You may appeal if you consider that you are not liable to pay Council Tax, for example, because:

- you are not the resident or owner
- your property is exempt or
- Gedling Borough Council has made a mistake in working out your bill

If you want to appeal you must tell the Council in writing first so we can reconsider the case. If your appeal is turned down you can then appeal to the Valuation Tribunal.

Please note: You must continue paying your bill while an appeal is ongoing.

Debt Advice

For free, independent advice please contact Nottingham & District Citizens' Advice Bureau - www.citizensadvicenottingham.org.uk

If you are a Jigsaw Homes tenant, you may seek advice from the Money Wise Team - jigsawhomes.org.uk/information-article/money-advice





Council Tax Reduction Scheme

The Council Tax Reduction scheme is a way of applying for help with your Council Tax bill if you are on a low income. The amount of reduction you receive will depend on your circumstances, including your income, savings, members of your household and Council Tax band.

If you would like to make a claim for support, please visit the Benefits Section on our website at www.gedling.gov.uk and click on “Apply for housing benefit/council tax reduction” where you can complete an online application.

You will need to provide all supporting evidence requested before your claim can be assessed. There is also an online benefit calculator available which provides an instant online estimate of any Council Tax Reduction you may qualify for. This calculation is based upon the information you enter.

Once your claim has been assessed any reduction awarded will be taken from your Council Tax bill and a new bill will be issued confirming the revised balance of your account. You will also receive a notification letter confirming your weekly award of Council Tax Reduction and an explanation of how your entitlement has been calculated.

If your circumstances change this may affect your weekly entitlement, so it is very important you keep us informed of any changes. This will include any changes to you or your partner's income, the benefits you receive, amount of capital or savings held or if there is a change in the number of people living in your household.

If you are experiencing extreme hardship there is also a separate hardship payment fund available.



Switch to online billing

Switch to e-billing to have easy access to your bills on any device, plus e-billing is more environmentally friendly and helps reduce paper waste.

Visit www.gedling.gov.uk/switch to sign up and learn more.

Can I access my account online?

You can view and manage your council tax or business rates account, view any invoices you pay to the Council and view your benefit claim details online.

Visit www.gedling.gov.uk/onlineaccount to sign up and learn more.

Moving House?

If you move house you can now tell us online. Please visit www.gedling.gov.uk/movinghouse

Contacting the Council

At this address:

Gedling Borough Council,
Civic Centre, Arnot Hill Park, Arnold,
Nottingham. NG5 6LU

For any Welfare Support or Council Tax Reduction Scheme queries please telephone the Welfare Support Section on 0115 901 3970 or email housingbenefits@gedling.gov.uk

For any Council Tax queries please telephone the Revenues Services Section on 0115 901 3950 or email revenues@gedling.gov.uk
Or visit the Civic Centre and speak to one of our advisers.

www.gedling.gov.uk



Gedling
Borough Council

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