

Your 2022/23 Council Tax Explained

Take a look inside...





Contents

	Page
Foreword from the Leader of the Council	4-5
Facts about your Council Tax	6
Could I get a discount or reduction on my bill?	6
Reduction for people with disabilities	6
Annexe Discount	7
Empty and second homes	7
Could I be exempt from Council Tax?	8
Can I appeal against my Council Tax band?	8
What if I don't think I should be paying Council Tax?	9
Changes in circumstances	9
How we collect and use information	9
Cancel your single person discount	9
Council Tax valuation bands	10
About your Council Tax Bill	11
How is your District Council charge calculated?	11
Where does your money go?	12
Why the increase in spend?	12
Capital Expenditure	13
Borrowing	13
Staffing	13
Parish Councils	14
What is your Parish Spending?	14
Rugeley Town Council Precept	14
Hednesford Town Council Precept	15
The Environment Agency	16
Statement concerning adult social care funding	16
Handy Contacts	17



In what has been my first year as Leader of Cannock Chase Council, ably supported by my Cabinet colleagues, I am delighted to report that good progress has been made as we recover from the COVID-19 pandemic.

With a responsibility to protect our most vulnerable residents and to support the work of the NHS and the public health team at Staffordshire County Council, we have continued to provide our own response to COVID-19; paying £37m in business grants to help businesses, encouraging vaccine uptake, promoting testing to control the spread of the virus, advising numerous businesses on COVID-19 health and safety, re-opening our leisure centres as restrictions eased and ensuring the Council reception is reopened and is easily accessible for residents.

Council staff have worked hard to provide services over the past 12 months, and I am proud of the role they have played. We are united in wanting to improve the lives of residents across Cannock Chase District.

As we emerge from the pandemic, we are embarking upon our ambitious plans to improve the whole District - Rugeley, Hednesford, Cannock and all the surrounding villages.

In the last 12 months the Council successfully secured £20 million from the Government's Levelling Up Fund to regenerate Cannock, to eventually create an attractive destination with an improved leisure offer and a refurbished Prince of Wales Theatre.

Meanwhile, with a very different offer, the success of McArthurGlen Designer Outlet West Midlands complements our ambitions for the town centres. It has been such a success that plans for a new car park have been approved which will provide more capacity and assist in plans for a 'Phase 2' of retail development with more shops and eateries.

Since the demolition of the iconic cooling towers at Rugeley Power Station, work is underway to prepare the brownfield site which provides an exciting opportunity, not only for low carbon homes, but a new state of the art school, a neighbourhood centre, business and employment space, and a country park alongside the River Trent. Energy efficiency is firmly championed by the site owners EQUANS with the ongoing Zero Carbon Rugeley Project. It is one of just 12 pioneering programmes funded by the Government to pilot how to reduce emissions and costs while providing a boost for local regeneration in Rugeley.

“Taxpayers must receive value for money. This means waste collections that are reliable, a plan to deal with litter and the scourge of fly tipping, good quality homes for Council tenants, reassurance that local private sector landlords are adhering to good standards too, and safer streets. Council staff work hard to ensure this is the case.”

Our Budget

From its General Fund the Council aims to spend £13.237m (net income) in 2022/23. This money will be spent on providing Council services (as shown in the next page). Our separate Housing Revenue Account (HRA) has a £20m budget to fund the District Council's Housing Services and comes from the rent that tenants pay us. The Council has a 30-year sustainable Business Plan for its housing stock. An HRA Housing Investment Fund has been created amounting to £12.9m to build new Council houses for those in high priority need. Council tax will increase by 1.95% from 2022/23. This small increase will make a Band D property's council tax charge £230.04, an increase of £4.40 for the year, less than 9p per week. This enables the Council to protect services for you and your household.

Looking ahead to 2022/23

After a challenging couple of years, it is fair to say that there is huge expectation on having a much better next 12 months. At Cannock Chase Council we will do all we can to help our residents in that shared aspiration. Some of our ambitions include:

- Hosting a great mountain biking event as part of the Commonwealth Games on 3 August and reaping the legacy benefits for our local towns;
- Completing the works to Rugeley Leisure Centre;
- Supporting the District's first Chase Pride event on 3 September at Hednesford Park;
- Embarking on a programme of works to improve play areas and green spaces (including bridges and boardwalks) across the whole District;
- Officially opening the Hawks Green housing development - new, low energy housing built on reclaimed land at the Council's Depot; and
- Assessing how the Council and District can respond to our climate change commitment with the introduction of a costed action plan, and creation of stakeholder panels to engage on our plans to reduce Carbon Emissions.

Councillor Olivia Lyons
Leader of the Council

“We believe in strong community engagement and are looking at ways to enhance our relationship with our parish and town councils who deliver their own services to you. We all recall the incredible cooperation during the height of the pandemic with the voluntary sector and community groups: our aim is to build upon that.”

- Your Council Tax is based on the valuation band of your property and on two adults living in that property.
- Discounts, reductions and exemptions are available based on your circumstances.



- If you are unemployed or on a low wage, you may be able to get your bill reduced. If you think that you may qualify for this reduction, please visit our website and use the online calculator www.cannockchasedc.gov.uk/benscalc

Could I get a discount or reduction on my bill?

This depends on the number of adults in your house and their circumstances. If any of the adults are on the list below, they may not be counted for Council Tax purposes. If this takes the number of 'counted' adults below two, you are eligible for a discount.

- Full time students, student nurses, apprentices, youth training trainees and foreign language assistants
- Young people for whom child benefit is payable and 18/19 year olds who 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 working for charities
- People caring for a person with a disability who is NOT their partner or child under 18
- Members of religious communities such as monks or nuns
- People in detention (except for non-payment of Council Tax or a fine)
- Spouses or dependants of students who are non-British subjects and are prevented by immigration regulations from working or claiming benefits
- Members of visiting forces, certain international and defence organisations and those with diplomatic privilege or immunity.

Reduction for people with disabilities

Your bill may be reduced if you (or someone who lives with you) need a room, an extra bathroom or kitchen, or extra space in your property to meet the required needs arising from a disability.

The bill may be reduced to that of a property in the band immediately below the band of your property. If your property is in Band A, a reduction (equivalent to a band) will be given. This reduction is not based on your income or savings.

Annexe Discount

A discount of 50% may be applicable to a separately assessed annexe (or similar self contained part of a property) which is occupied as part of the main property or is the main home of a relative of the council taxpayer of the main property.

Empty and second homes

Council tax on empty or second homes in the Cannock Chase area will be payable as follows:

Type of home	Description	Discount period	Charge
Furnished and 2nd homes	Furnished and unoccupied		100%
Empty homes	Unfurnished and unoccupied for less than 2 years	Up to 28 days 100%	100% (after the 28 day discount period).
Long-term empty homes	Unfurnished and unoccupied for more than 2 years but less than 5 years		200%
	Unfurnished and unoccupied for more than 5 years but less than 10 years		300%
	Unfurnished and unoccupied for more than 10 years		400%
Uninhabitable properties: under-going major repair work or structural alterations	Unfurnished and unoccupied	Up to 12 months 100%	100% (after the 12 month discount period).
			200% (after property empty between 2 and 5 years)
			300% (after property empty between 5 and 10 years)
			400% (after property empty more than 10 years)
Empty homes: where the liable person is living elsewhere in job-related or armed forces accommodation	Unoccupied due to liable person living in job-related or armed forces		50%

The Council Tax team can give you more information about how the above charges may affect you and may be able to refer you to someone who can give you advice about bringing your property back into use.

Could I be exempt from Council Tax?

Some properties may be exempt from Council Tax.

Unoccupied properties which are:

- Owned by a charity (allowed for up to six months)
- Left empty by someone who has gone to prison
- Previously occupied by a person in permanent residential care
- Owned by the estate of a deceased person and waiting for probate or letters of administration to be granted (continuous for up to six months after being granted)
- Empty because occupation is forbidden by law
- Waiting to be occupied by a minister of religion
- Left empty by someone who has moved to receive personal care by reason of old age or disability
- Left empty by someone who has moved to provide personal care to another person
- Owned by a student and last occupied by a student
- Subject to a Repossession Order
- The responsibility of a bankrupt person's trustee
- A site for a caravan, mobile home or mooring
- Unable to be let separately because it is linked to, or in the grounds of, another property and planning conditions do not allow separate letting.



Occupied properties where:

- All the residents are students
- The property is used for UK armed forces accommodation, whether occupied or not
- At least one liable person is a member of a visiting force
- All residents are less than 18 years old
- All liable residents are severely mentally impaired
- At least one liable person is a foreign diplomat
- The property is annexed to a family home and occupied by that family's elderly or disabled relatives

Can I appeal against my Council Tax band?

There are several situations where you can appeal against the band in which your house has been placed:

- Within six months of becoming the new tax payer for the property.
- Within six months of the Valuation Office Agency making a change to the band.
- If there have been specific material changes in the property value.

What if I don't think I should be paying Council Tax?

You can appeal to Cannock Chase Council if you think you are not liable to pay Council Tax, for example because you are not the resident or owner, or because your property is exempt or you are entitled to a discount.

You should not withhold payment if you are making an appeal. You should pay as normal and a refund will be made if you are successful.

Changes in circumstances

If you have been granted a reduction you must tell the Council of any change in circumstances which will affect your entitlement within 21 days. If you fail to do so you may be faced with a penalty of £70.

How we collect and use information

Cannock Chase Council, as the data controller, will use the information that you provide to update your Council Tax account.

We want to be able to provide appropriate, timely and effective services so it is important to us that we co-ordinate what we do for you properly. To do this, we will share basic information such as name and address between services within the Council. This allows us to keep our information on you as up-to-date as possible in order to improve our services to you.

Even though our systems are joined-up, we ensure that staff within the Council can only access the information they need to do their job. Please be advised, we won't sell or give your information to any third party for marketing purposes unless we have asked for your permission.

We will only share your information, when necessary, with agencies involved in the administration of your Council Tax account, or where the law requires or allows us to, for example, to prevent or detect fraud and error within the Council Tax and/or Benefit System. For more information, please see www.cannockchasedc.gov.uk/PrivacyNotice or www.cannockchasedc.gov.uk/nfi.



Cancel your single person discount

Call the **Cannock Chase Council Tax team** on 01543 464285 or email us at counciltax@cannockchasedc.gov.uk



Council Tax valuation bands

The Valuation Office Agency which is part of HM Revenue and Customs (not your local council) has put every property into one of eight valuation bands.

Band	Range of values (based on 1991 prices)	Proportion of Band D Council Tax Payable
A	Up to £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	1
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	Over £320,000	18/9

A full list of valuation bands is available online at www.voa.gov.uk



The charge for each property band is as follows:-

Band	District £	County £	Fire £	Police £	Total £
A	153.36	934.20	53.57	165.71	1,306.84
B	178.92	1,089.90	62.49	193.33	1,524.64
C	204.48	1,245.60	71.42	220.95	1,742.45
D	230.04	1,401.30	80.35	248.57	1,960.26
E	281.16	1,712.70	98.21	303.81	2,395.88
F	332.28	2,024.10	116.06	359.05	2,831.49
G	383.40	2,335.50	133.92	414.28	3,267.10
H	460.08	2,802.60	160.70	497.14	3,920.52

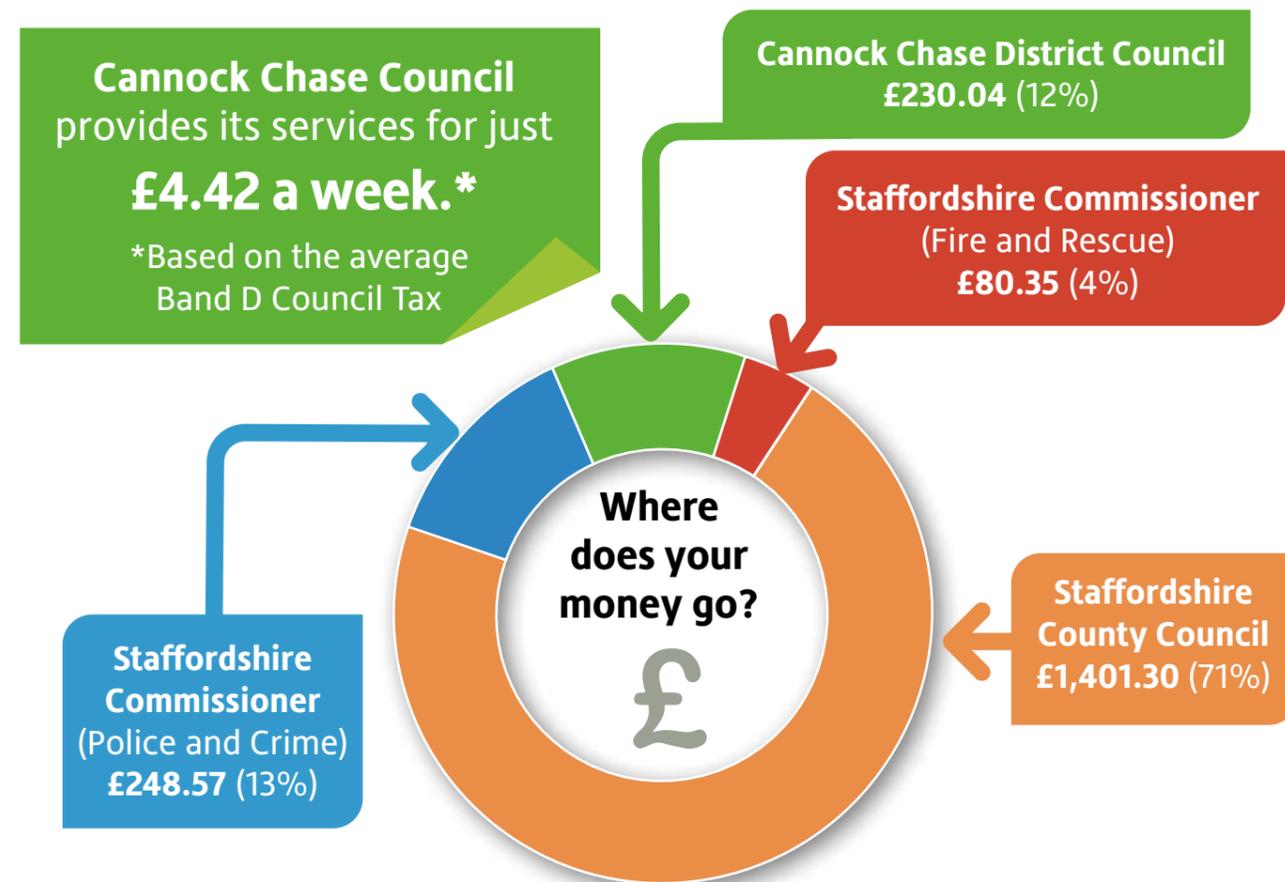
Your Council Tax bill states which band applies to your home and your home's valuation is based on an estimate of how much it was worth on 1 April 1991. Price changes since that time won't affect the valuation.

In addition a further charge is included for the spending of Parish Councils' where appropriate.

About your Council Tax Bill

Your Council Tax bill comprises charges from four principal authorities in the area, Staffordshire County Council, Staffordshire Commissioner (Police and Crime), Staffordshire Commissioner (Fire and Rescue) and Cannock Chase Council.

Cannock Chase District Council is solely responsible for collection of Council Tax.



How is your District Council charge calculated?

The amount of money required by the Council for 2022/23 to carry out its functions and provide services (its budget requirement) is £12.425 million (£11.983 million in 2021/22).

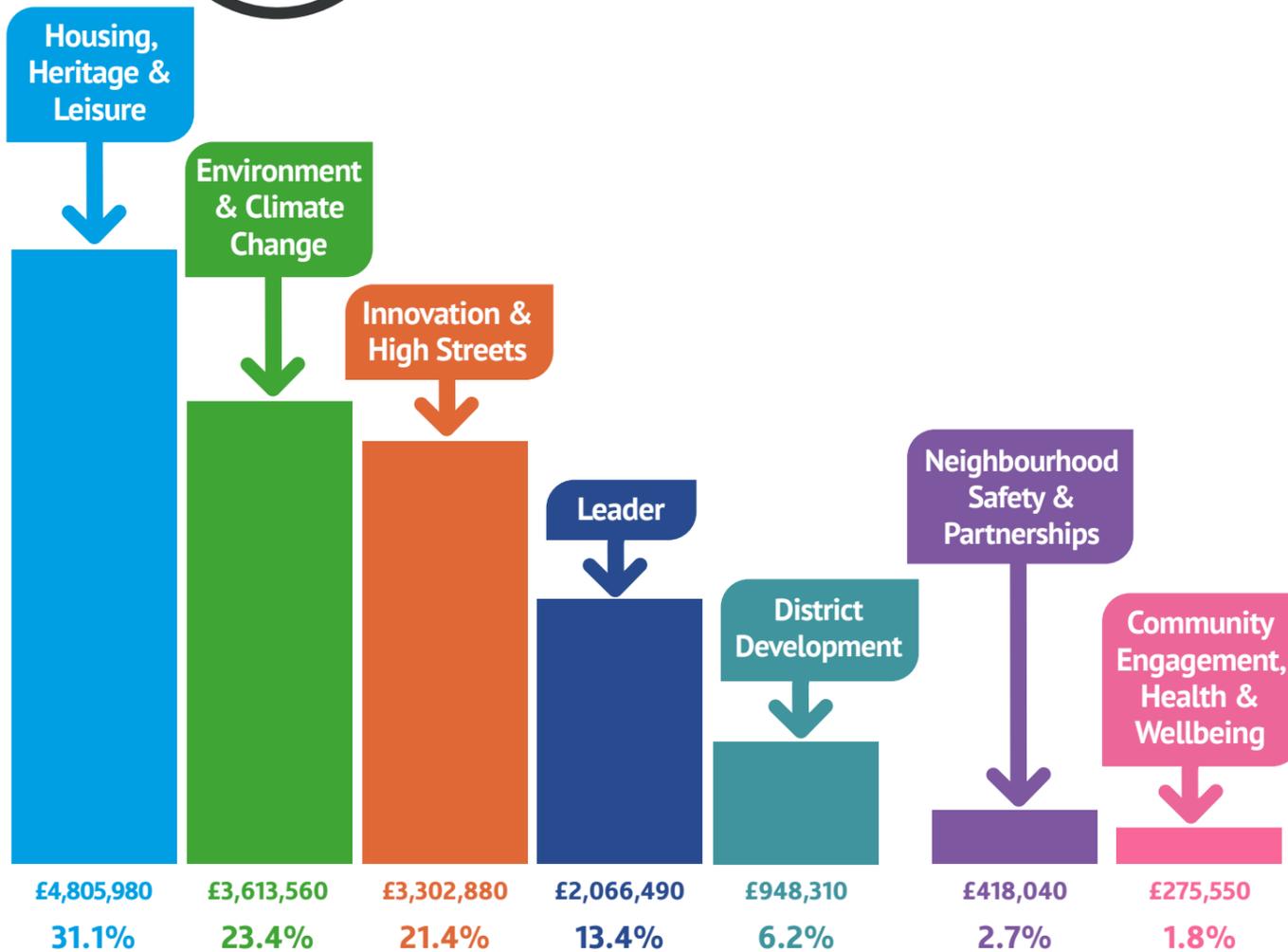
A proportion of this is met by Business Rates Retention with the balance being met from council taxpayers.

The table below provides an analysis of the funding of the budget requirement and illustrates how the charge of £230.04 is calculated.

2021-22 £'000s £	Band D Equivalent		2022-23 £'000s £	Band D Equivalent
11,983	411.28	Budget Requirement	12,425	421.80
0	-	Less Central Government Support	0	-
5,409	185.64	Less Business Rates Retention	5,649	196.76
6,574	225.64	Amount to be raised from Council Tax	6,776	230.04

Where does your money go?

Spending on Council Services (Net spending before technical adjustments)



Why the increase in spend?

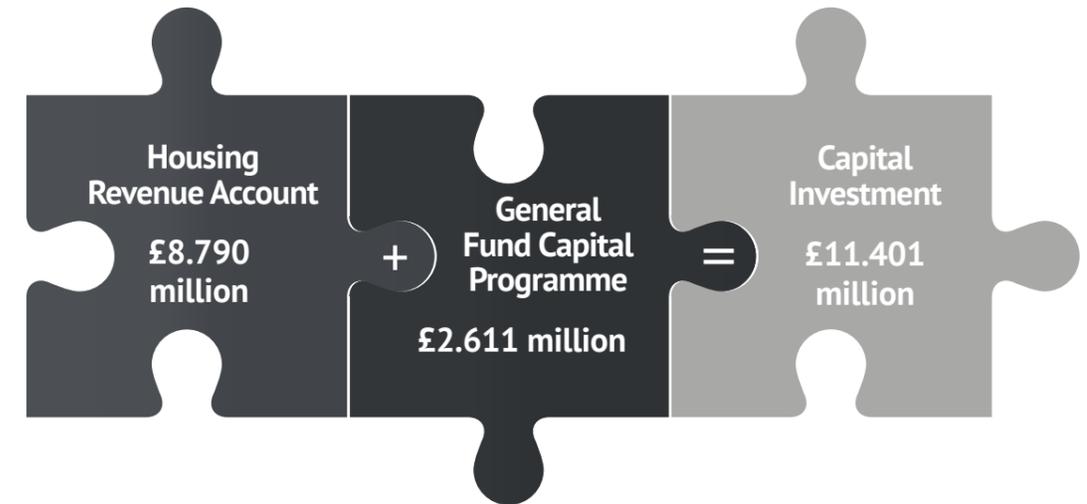
The Council's budget requirement for 2022/23 of £12.425 million is £652,000 more than in 2021/22. The adjacent table identifies the major reasons for this:



	£'000s
Inflation and price increases	310
Waste changes to service	339
Changes in income	165
Use of Reserve	(723)
Change in use of working balance	210
Other variations	351
Increase in budget requirement	652

Capital Expenditure

In 2022/23 Cannock Chase Council will be spending approximately £11.401 million on capital investment, which is split £8.790 million on the Housing Revenue Account and £2.611 million on the General Fund Capital Programme.



Areas of investment in the Housing Capital Programme include improvements to existing council housing including upgrading of central heating, kitchens, bathrooms and electrical systems. Funds have also been set aside for external and environmental works, disabled housing adaptations and sheltered scheme works.

Areas of Investment on the General Fund Capital Programme include Stadium development works, play areas and the purchase of replacement wheeled bins. Resources will continue to be made available for disabled facilities grants to private householders.

Borrowing

The Council's total outstanding debt at 31 March 2022 is estimated to be £82 million.

Staffing

Budgeted staffing for 2022/23 is shown in the following table with the previous year's figures as a comparison (part time staff are shown as full time equivalents):

	Full time equivalents 2021-22 £	Full time equivalents 2022-23 £
General Fund	326	326.4
Housing Revenue Account	121.8	123.8
Budget requirement	447.8	450.2

Parish Councils

Parish Councils tell Cannock Chase Council how much income they need from Council Tax (their 'precept'). This is paid for from the District Council's General Fund and is recovered by setting a parish tax for each Parish Council.

The detailed analysis has been provided by Rugeley/Hednesford Town Council in line with the Local Government Act 1992 which requires all Parish/Town Councils with a precept in excess of £140,000 to provide details of expenditure and income to Council Tax/national non-domestic rate payers.

What is your Parish spending?

2021-22 £	Parish	2022-23 £	Band D Equivalent
62,969	Brereton and Ravenhill	62,550	31.90
7,500	Bridgtown	7,848	12.51
4,000	Brindley Heath	4,055	16.10
11,400	Cannock Wood	11,856	29.13
110,000	Heath Hayes and Wimblebury	112,500	27.86
196,850	Hednesford	202,750	35.32
96,063	Norton Canes	102,180	39.15
303,634	Rugeley	315,502	59.70

Rugeley Town Council Precept

	Revenue Expenditure 2021-22 £	Revenue Expenditure 2022-23 £
Administration	91,525	117,341
Christmas	39,000	42,900
Council Office	32,406	38,960
Elections	0	0
Small grants	4,000	4,000
Other services	41,706	4,160
Neighbourhood Plan	5,000	5,000
Community events & regeneration	22,500	32,500
Rugeley Rose	169,711	158,261
Total gross expenditure	405,848	403,122
Income	58,288	94,371
Total net expenditure	347,560	308,751
Total precept	303,634	315,502



Hednesford Town Council Precept

	Revenue Expenditure 2021-22 £	Revenue Expenditure 2022-23 £
Council administration	32,922	50,141
CCTV	24,000	30,582
Town Centre maintenance	4,000	2,000
Christmas lights	5,000	5,000
Community events	21,500	33,200
Citizens Advice Grant	5,000	5,000
Community Grants	6,000	9,000
Pye Green Community Centre	94,567	10,484
Town Regeneration	56,139	53,922
Community Engagement	22,412	35,170
Farmers Market	0	12,000
Town Magazine	8,000	9,000
Total gross expenditure	279,540	255,499
Income	23,070	32,338
Income from Pye Green Community Centre	28,000	12,000
Contribution from reserves	31,620	8,411
Total precept	196,850	202,750
Total gross income	279,540	255,499
Total net expenditure	0	0



The Environment Agency - Midlands Region

The Council Tax (Demand Notices) (England) Regulations 2011.

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 for 2369 kilometres of main river and along tidal and sea defences in the area of the Trent Regional Flood and Coastal Committee. 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:

Trent Regional Flood and Coastal Committee

Parish	2021-22 £'000s £	2022-23 £'000s £
Gross expenditure	58,034	60,839
Levies raised	2,180	2,224
Total Council Tax base (Band D property equivalents)	1,842	1,874

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. The total Local Levy raised by this committee has increased by 2.0%.

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.

The total Local Levy raised has increased from £2,180,037 in 2021/22 to £2,223,637 for 2022/23.

Statement concerning adult social care funding

The Secretary of State made an offer to adult social care authorities ('Adult social care authorities' are local authorities which have functions under Part 1 of the Care Act 2014, namely county councils in England, district councils for an area in England for which there is no county council, London borough councils, the Common Council of the City of London and the Council of the Isles of Scilly.)

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.

Handy Contacts

Cannock Chase Council Contact Centre	01543 462621
Main fax	01543 462317
Web address	www.cannockchasedc.gov.uk
24 hour telephone payment line	0161 621 4113 or 01543 215020
To pay on-line	www.cannockchasedc.gov.uk/payonline
Business Rates enquiries	01543 464282
Business Rates email	businessrates@cannockchasedc.gov.uk
Council Tax enquiries	01543 464285
Council Tax email	counciltax@cannockchasedc.gov.uk
Benefits section	01543 464292
Valuation Office Agency website	www.gov.uk/voa/contact
Listing Officer, Valuation Office Agency	03000 501501
Staffordshire Commissioner (Fire and Rescue)	Fire HQ, Stoke-on-Trent and Fire Staffordshire and Rescue, Pirehill, Stone, ST15 0BS www.staffordshirefire.gov.uk
	08451 221155 In an Emergency Dial 999
Staffordshire Commissioner (Police and Crime)	Police Headquarters, PO Box 3167, Stafford, ST16 9JZ www.staffordshire.police.uk/
	Police single non emergency number 101
	In an Emergency Dial 999
Staffordshire County Council	St Chad's Place, Stafford, ST16 2LR www.staffordshire.gov.uk Main reception 0300 111 8000

If you would like to speak to a member of staff,
please contact **01543 464285**

