



Your 2024/25 Council Tax Explained



Contents

page

3-4	Foreword from the Leader of the Council
5	Could I get a discount or reduction on my bill?
5	Reduction for people with disabilities
6	Annexe Discount
6	Empty and second homes
7	Could I be exempt from Council Tax?
7	Can I appeal against my Council Tax band?
8	What if I don't think I should be paying Council Tax?
8	Changes in circumstances
8	How we collect and use information
9	Council Tax valuation bands
10	About your Council Tax Bill
10	How is your District Council charge calculated?
11	Where does your money go?
12	Capital Expenditure
12	Borrowing
13	Parish Councils
13	What is your Parish spending?
13	Rugeley Town Council Precept
14	Hednesford Town Council Precept
15	The Environment Agency - Midlands Region
16	Statement concerning adult social care funding
17	Handy Contacts

Foreword from the Leader of the Council

Providing quality services that you can rely on - as cost effectively as possible - is fundamental to the work of Cannock Chase Council. Likewise, we are mindful of the continuing cost of living crisis and so we have kept the increase to our share of your Council Tax bill to 2.99%, which is below the current inflation rate and is the smallest needed to provide the services you value.

“ For the average Band D household that means a cost of £244 for the year (or £4.69 a week) for the many and varied services delivered by Cannock Chase Council. ”

In fact, we deliver services in over 40 different areas. Examples include collecting and recycling your waste, providing leisure and cultural facilities and services (via our partner Inspiring Healthy Lifestyles), award-winning parks and green spaces, housing and homelessness services, economic development to grow the local economy, planning and building control, and environmental health services including food safety and preventing fly-tipping.

Our priority areas and performance

We are currently half-way through our Corporate Plan for 2022-26, which has four priorities for the District: Economic Prosperity, Health and Wellbeing, The Community, and Responsible Council. You can see both our Corporate Plan and our Performance information on our website www.cannockchasedc.gov.uk

What we have achieved over the last 12 months

Our achievements during 2023 and the early months of 2024 were:

- Putting in place opportunities to improve skills levels for our young people via our excellent relationship with South Staffordshire College: Digital Skills Academy and new Construction Excellence facility backed by the Council with UK Shared Prosperity Funding (UKSPF) and local enterprise partnership money;
- Administering the £3m UKSPF scheme locally, including support to Staffordshire University to help local companies grow, digitise and adapt to climate change;
- Improving our play areas at Wellington Drive, Laburnum Avenue and Barnard Way (with Cannock Park progressing), and our tennis courts - including a new online booking system;
- Introducing a new Council website and a customer portal;
- Working with Amazon and our partners, following the company's decision to close its fulfilment centre, by promoting new jobs and training opportunities for those affected and seeking help; and
- Progressing regeneration in Cannock town centre and via the development of a much-needed specialist health care centre off Avon Road.

Looking ahead to 2024/25

Over the next 12 months, we will continue to focus on delivering our services in a timely manner and to the quality you expect. Key activities will include:

- Allocating more funding from the UKSPF to support business, growth and jobs - benefitting the whole District;
- Launching a new Health and Wellbeing strategy - a key part of our Health and Wellbeing corporate priority;
- Submitting detailed planning applications for the regeneration of Cannock town centre;
- Moving forward our commitment to tackling climate change by helping the whole District reduce overall emissions - following on from The Great Imagining Cannock Chase event in Cannock held in early March 2024; and
- Beginning to transform the way we work alongside our shared services partner, Stafford Borough Council, so we can become even more efficient and effective.

These key activities are in addition to the many day-to-day services we provide, many of them rather 'unsung' but all contributing to living and working successfully in our District.

Our Budget to fund our work in 2024/25

From its General Fund the Council aims to spend £15.703m (net income) in 2024/25. This money will be spent on providing all of the Council services.

Our separate Housing Revenue Account has a £24m budget to fund the District Council's Housing Services and comes from the rent that tenants pay us. An HRA Housing Investment Fund also exists to build new Council housing for those in high priority need and has been used most recently in Hawks Green and is funding new housing at the former Aelfgar School site in Rugeley.

Above all, we remain committed to protecting the frontline services you rely on during these challenging times. Our councillors and our staff will be doing their utmost over the next 12 months to serve you with the care and attention you rightly deserve.



Councillor Tony Johnson
Leader of Cannock Chase Council



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% (200% from 1 April 2025)
Empty homes	Unfurnished and unoccupied for less than 1 year	Up to 28 days 100%	100% (after the 28 day discount period).
Long-term empty homes	Unfurnished and unoccupied for 1 year 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	200% (after property empty between 1 and 5 years)
		100% until 31/03/2024	300% (after property empty between 5 and 10 years)
		0% discount from 01/04/2024	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 accommodation		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.

Any queries about appeals and bandings should be made direct to the Valuation Office Agency. See handy contacts on [page 17](#)

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.



For more details about Council Tax discounts and exemptions see [page 5, 6 & 7](#)

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 visit www.cannockchasedc.gov.uk/nfi



Cancel your single person discount

Contact the **Cannock Chase Council Tax team** on **01543 464285** or visit www.cannockchasedc.gov.uk/counciltax



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

The charge for each property band is as follows:-

Band	District £	County £	Fire £	Police £	Total £
A	162.67	1,029.76	57.85	182.38	1,432.66
B	189.78	1,201.39	67.49	212.78	1,671.44
C	216.89	1,373.01	77.13	243.17	1,910.20
D	244.00	1,544.64	86.77	273.57	2,148.98
E	298.22	1,887.89	106.05	334.36	2,626.52
F	352.44	2,231.15	125.33	395.16	3,104.08
G	406.67	2,574.40	144.62	455.95	3,581.64
H	488.00	3,089.28	173.54	547.14	4,297.96

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.

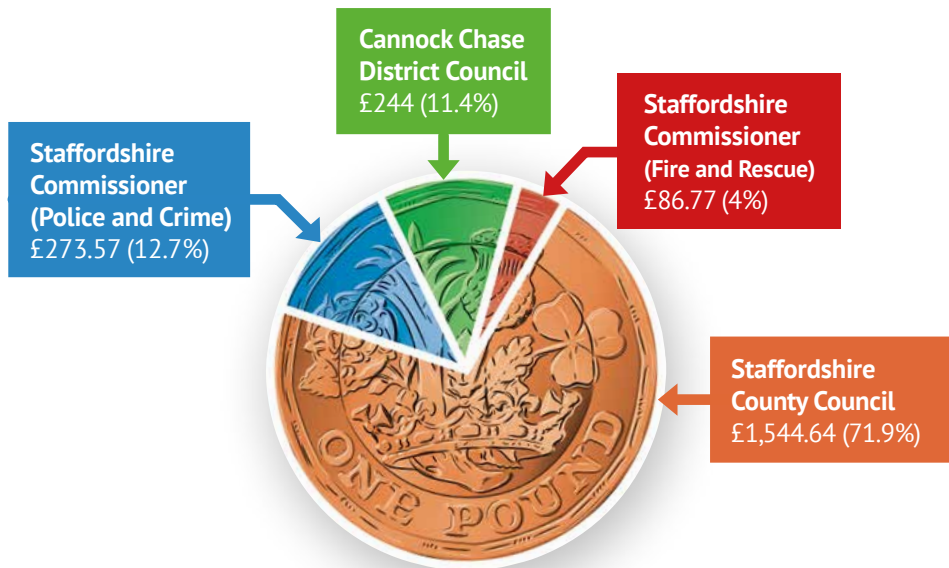
About your Council Tax Bill

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 Council is solely responsible for collection of Council Tax.

Cannock Chase Council provides its services for just £4.69 a week.*

*Based on the average Band D Council Tax



How is your District Council charge calculated?

The amount of money required by the Council for 2024/25 to carry out its functions and provide services (its budget requirement) is £13.695 million (£13.086 million in 2023/24).

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 **£244** is calculated.

2023-24 £'000s £	Band D Equivalent		2024-25 £'000s £	Band D Equivalent
13,086	438.39	Budget Requirement	13,695	456.26
-	-	Less Central Government Support	-	-
6,014	201.47	Less Business Rates Retention	6,371	212.26
7,072	236.92	Amount to be raised from Council Tax	7,324	244.00

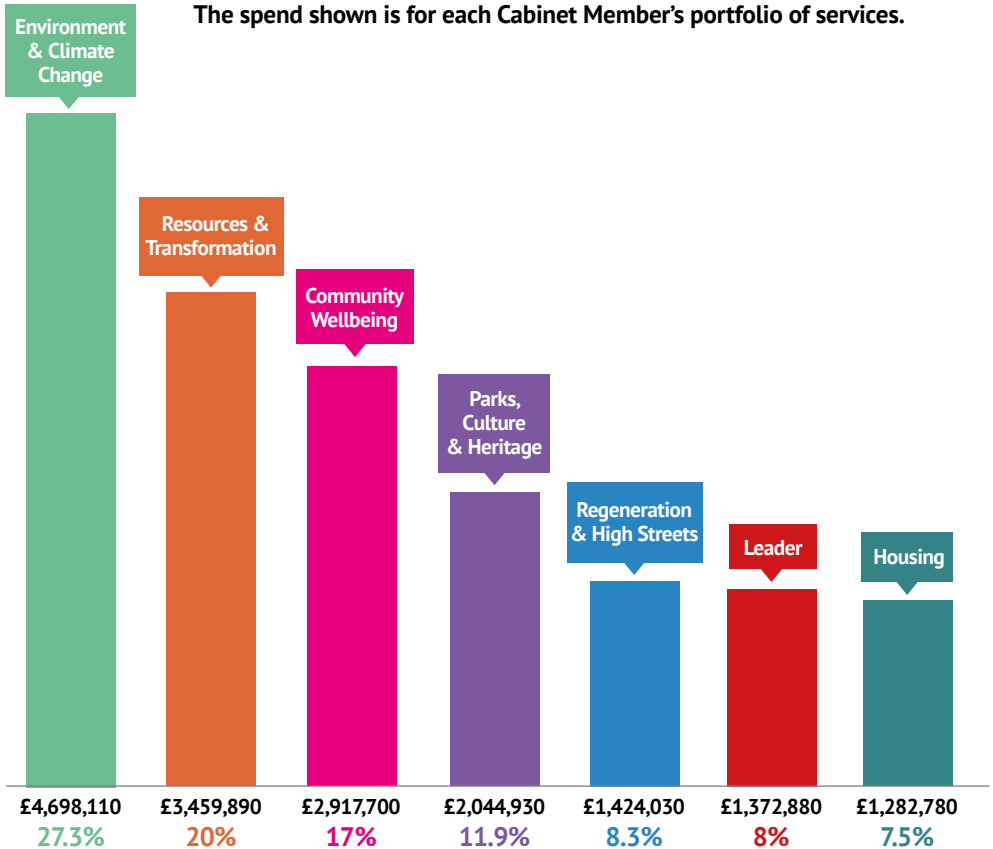
Where does your money go?



Spending on Council Services

(Net spending before technical adjustments)

The spend shown is for each Cabinet Member's portfolio of services.



£'000s

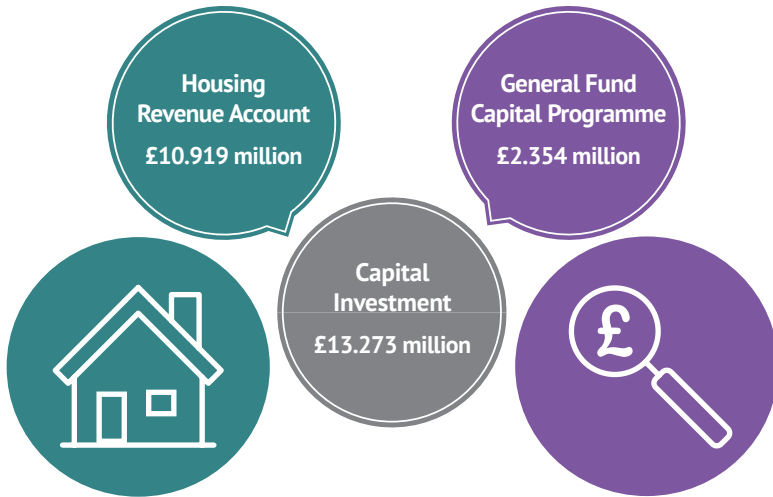
Why the increase in spend?

The Council's budget requirement for 2024/25 of £13.695 million is £609,000 more than in 2023/24. The following table identifies the major reasons for this:

Inflation and price increases	609
Waste changes to service	486
Changes in income	87
Savings	(611)
Other variations	38
Increase in budget requirement	609

Capital Expenditure

In 2024/25 Cannock Chase Council will be spending approximately £13.273 million on capital investment, which is split £10.919 million on the Housing Revenue Account and £2.354 million on the General Fund Capital Programme.



Areas of investment in the Housing Capital Programme include new build on the Aelfgar site and 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 works to Cannock park, CCTV, play areas, UK Shared prosperity investment fund 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 2024 is estimated to be £81.6 million.

Staffing

Budgeted staffing for 2024/25 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 2023-24 £	Full time equivalents 2024-25 £
General Fund	323.3	320.3
Housing Revenue Account	125.1	125.7
	448.4	446.0

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?

2023-24 £	Parish	2024-25 £	Band D Equivalent
62,000	Brereton and Ravenhill	66,400	33.42
8,162	Bridgtown	8,330	12.90
4,272	Brindley Heath	4,272	16.89
12,330	Cannock Wood	12,811	31.32
116,127	Heath Hayes and Wimblebury	116,127	28.63
219,061	Hednesford	221,218	37.10
109,900	Norton Canes	114,500	42.03
317,393	Rugeley	329,908	61.90

Rugeley Town Council Precept

	Revenue Expenditure 2023-24 £	Revenue Expenditure 2024-25 £
Administration	136,742	133,836
Christmas	50,000	50,000
Council Office	44,635	45,508
Elections	1,000	0
Small grants	4,000	4,000
Other services	5,200	0
Neighbourhood Plan	85	0
Community events & regeneration	24,750	26,500
Rugeley Rose	211,533	198,144
Total gross expenditure	477,945	457,988
Income	120,209	128,080
Total net expenditure	357,736	329,908
Total precept	317,393	329,908



Hednesford Town Council Precept

	Revenue Expenditure 2023-24 £	Revenue Expenditure 2024-25 £
Council administration	94,000	74,828
CCTV	26,000	26,200
Town Centre maintenance	1,667	0
Christmas lights	7,000	7,500
Community events	3,000	5,250
Citizens Advice Grant	5,000	5,000
Community Grants	5,000	5,000
Pye Green Community Centre	89,868	84,131
Town Regeneration	37,359	28,805
Community Engagement	28,892	46,065
Farmers Market	10,800	0
Town Magazine	7,500	0
Total gross expenditure	316,086	282,779
Income	6,750	3,400
Income from Pye Green Community Centre	29,500	44,000
Income from Market	10,000	-
Contribution from reserves	50,775	14,161
Total precept	219,061	221,218
Total gross income	316,086	282,779
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

	2023-24 000's	2024-25 000's	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%.
Gross expenditure	£78,822	£82,164	
Levies raised	£2,268	£2,313	
Total Council Tax base	1,904	1,930	

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 £2,268,110 for 2023/24 to £2,313,472 for 2024/2025



Statement concerning adult social care funding

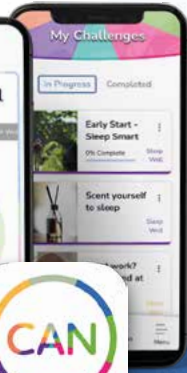
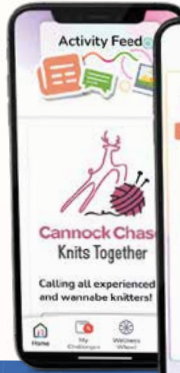
The Secretary of State made an offer to adult social care authorities ('Adult social care authorities' are local authorities which have functions under Part 1 of the Care Act 2014, namely county councils in England, district councils for an area in England for which there is no county council, London 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
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 online	www.cannockchasedc.gov.uk/businessrates
Council Tax enquiries	01543 464285
Council Tax online	www.cannockchasedc.gov.uk/counciltax
Benefits section	01543 464292
Valuation Office Agency website	www.gov.uk/voa/contact
Listing Officer, Valuation Office Agency	03000 501501
Staffordshire Fire and Rescue Service	Staffordshire Fire and Rescue Service Headquarters, Pirehill, Stone, Staffordshire, ST15 0BS www.staffordshirefire.gov.uk
	08451 221155 In an Emergency Dial 999
Staffordshire Police	Staffordshire Police Headquarters, Weston Road, Stafford, ST18 0YY www.staffordshire.police.uk/
	Police single non emergency number 101 In an Emergency Dial 999
Staffordshire Commissioner (Police, Fire and Rescue, Crime)	Commissioner's Office, Block 9, Weston Road, Stafford, ST18 0YY PFCC@staffordshire-pfcc.gov.uk
Staffordshire County Council	1 Staffordshire Place, Stafford, Staffordshire, ST16 2DH www.staffordshire.gov.uk Main reception 0300 111 8000



Find your way to wellbeing...

Start your wellness journey today!

Download the Cannock Chase Can App for FREE

For more information visit www.cannockchasecan.co.uk

Cannock Chase Can



What's happening in the District

Latest news

Projects

Look out for our next edition early summer!

Your digital magazine!

Register to receive your digital copy by email communications@cannockchasedc.gov.uk

For more info visit

Search for 'Cannock Chase Life' www.cannockchasedc.gov.uk/chasematters