

**NORTH HERTFORDSHIRE DISTRICT COUNCIL**

**COUNCIL TAX SETTING COMMITTEE**

**MEETING HELD IN THE FIRST FLOOR ROOM 2, COUNCIL OFFICES, GERNON ROAD,  
LETCWORTH GARDEN CITY ON TUESDAY, 14TH JANUARY, 2020 AT 5.00 PM**

**MINUTES**

**Present:** *Councillors Ian Albert (Chairman), David Levett, Sam North,  
Martin Stears-Handscomb and Claire Strong*

**In Attendance:** *Howard Crompton (Service Director - Customers), Geraldine Goodwin  
(Revenues Manager), Mark Scanes (Systems and Technical Manager)  
and Hilary Dineen (Committee, Member and Scrutiny Manager)*

**1 APOLOGIES FOR ABSENCE**

*Audio recording – 19 seconds*

There were no apologies for absence.

**2 MINUTES - 28 FEBRUARY 2019**

*Audio Recording - 25 seconds*

**RESOLVED:** That the Minutes of the Meeting of the Committee held on 28 February 2019 be approved as a true record of the proceedings and be signed by the Chairman.

**3 NOTIFICATION OF OTHER BUSINESS**

*Audio recording – 57 seconds*

There was no other business notified.

**4 CHAIRMAN'S ANNOUNCEMENTS**

*Audio recording – 1 minute 1 second*

- (1) The Chairman advised that, in accordance with Council Policy, the meeting would be audio recorded;
- (2) Members were reminded to make declarations of interest before an item, the longer reminder about this and speaking rights was set out under Chairman's Announcements on the agenda.

**5 PUBLIC PARTICIPATION**

*Audio recording – 1 minute 37 seconds*

There were no presentations by members of the public.

## 6 COUNCIL TAX BASE 2020/2021

*Audio recording – 1 minute 41 seconds*

The Service Director – Customers presented the report entitled Council Tax Base 2020/2021 together with the following appendices:

- Appendix A – Council Tax Base by Parish 2020/2021;
- Appendix B – Example of Council Tax Base calculation for Letchworth Garden City.

He drew attention to the following:

- It was a requirement for this Committee to set the Council Tax Base;
- This was calculated using a specific formula that took into account the number of properties in the District, the bands and the Council Tax Reduction Scheme (CTRS);
- The Council Tax Base was used for the calculation of Council Tax;
- Parish Councils and Police were informed of this figure and they used it to calculate their Council Tax figures;
- Appendix B gave an example calculation.

The following Members asked questions and took part in the debate:

- Councillor David Levett;
- Councillor Sam North;
- Councillor Claire Strong.

In response to questions the Service Director – Customers advised:

- The calculations used were set in statute;
- Valuation of properties had to be undertaken by the Valuation Office;
- Valuations were set as at 1 April 1991.

### **RESOLVED:**

- (1) That a non-collection rate of 1% be set for 2020/2021;
- (2) That the Council Tax Base for 2020/2021 be set at 49,979.6 and that the individual sums shown in Appendix A for each Parish be agreed.

**REASON FOR DECISIONS:** To fulfil the statutory requirement to set a Council Tax Base for the District and to enable Major and Local Precepting Authorities to set their levels of Council Tax for 2020/2021.

## 7 NATIONAL NON-DOMESTIC RATE RETURN 1 (NNDR1) – 2020/2021

*Audio recording – 8 minute 28 seconds*

The Service Director – Customers presented the report entitled National Non-Domestic Rate Return 1 (NNDR1) – 2020/2021 and drew attention to the following:

- The Council had to provide the NNDR1 by 31 January every year;
- The Government requires that the form be agreed by the Committee;
- The NNDR1 cannot be finalised until after the Autumn Budget, therefore this version was based on the best figures possible;

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- We are aware that the Government planned to change the Business Rate legislation therefore the figure will change;
- It was unclear whether this version of the form would be submitted or whether an amended version would be required following the Budget.

The following Members asked questions and took part in the debate:

- Councillor David Levett.

***RESOLVED:***

- (1) That the Draft NNDR1 to be submitted be approved;
- (2) That it be noted that a draft version of the NNDR1 has not been sent to Councils by the Ministry for Housing, Communities and Local Government (MHCLG) and a version has been posted on the MHCLG website on Friday 27 December 2019. The final version of the NNDR1 will need to be returned to MHCLG by Friday 31 January 2020;
- (3) That any amendments to the Return resulting from changes to the form and any additional guidance, be delegated to the Service Director –Customers in consultation with the Service Director – Resources and the Committee Chairman.

***REASON FOR DECISIONS:*** To comply with statutory requirements.

The meeting closed at 5.15 pm

Chairman