

# Your Council Tax bill explained

## COUNCIL TAX

### 2023/2024 Bill

Your account number

Your account number. Keep this safe to manage your Council Tax account, either online or by phone.

Person(s) responsible for the bill. In most cases this will also be the address that the Council Tax bill is for.

FIRST NAME SURNAME  
ADDRESS LINE 1  
ADDRESS LINE 2  
SOUTHAMPTON  
POSTCODE

If the bill is for a different address it will appear here.



[www.southampton.gov.uk/counciltax](http://www.southampton.gov.uk/counciltax)

Local Taxation Services,  
Civic Centre,  
Southampton,  
SO14 7LY

Email: [council.tax@southampton.gov.uk](mailto:council.tax@southampton.gov.uk)

Tel: (023) 8083 3009

Property subject to council tax:

#### Date of Issue: 6 March 2023

Your property is in Council Tax band A. The 2023/2024 tax for this band is £ xxxx an increase of x.x% on the previous year. The tax is made up as follows:

Southampton City Council	£ xxxx	(increase of x.x % on last year)
Southampton City Council*	£ xxxx	(increase of x.x % on last year)
Police and Crime Commissioner for Hants	£ xxxx	(increase of x.x % on last year)
Hampshire Fire Authority	£ xxxx	(increase of x.x % on last year)

\* The Council Tax attributable to Southampton includes a precept to fund adult social care.

Your Council Tax band and breakdown of the contribution towards services. More information at: [southampton.gov.uk/counciltaxbands](http://southampton.gov.uk/counciltaxbands)

Council Tax owed from previous tax years. This is not included in the instalment plan below and must be paid as soon as possible.

Council Tax for period  
less 25% discount single occupier  
Less Payment Received

**Amount payable for 2023/2024**

**£ XXXX**

Balances outstanding for other financial years £ XXXX

#### INSTALMENT PLAN

YOUR COUNCIL TAX BILL IS PAYABLE ON THE 1ST AS FOLLOWS:

Details of your plan, showing the dates when you need to pay each instalment by and the amount due by each date. To view our payment options, see enclosed sheet or visit [southampton.gov.uk/waystopay](http://southampton.gov.uk/waystopay)

01.04.2023	£XXXX	01.09.2023	£XXXX
01.05.2023	£XXXX	01.10.2023	£XXXX
01.06.2023	£XXXX	01.11.2023	£XXXX
01.07.2023	£XXXX	01.12.2023	£XXXX
01.08.2023	£XXXX	01.01.2024	£XXXX

Total amount you need to pay for the period of the year, and includes any discounts, reductions or exemptions awarded to you. This also can include any payments made from the previous Council Tax year.

# Council Tax explanatory notes

## Can I appeal against my property's valuation band?

The Valuation Office Agency (VOA) values domestic properties to set your council tax band. Council tax is then collected by your council to fund local services. You might need to contact the VOA if you think your council tax band is wrong.

You can find out more about when you can challenge your band and what you need to do at [gov.uk/challenge-council-tax-band](http://gov.uk/challenge-council-tax-band)  
If you challenge your band, you must continue to pay council tax at your current band until your appeal is decided.

You can contact the VOA at [gov.uk/contact-voa](http://gov.uk/contact-voa). If you are unable to use the online service you can also contact the VOA on 03000 501 501

## Adult Social Care precept

For adult social care authorities, Council Tax bills show two percentage changes: one for the part of the overall change attributable to the adult social care precept, and one for the part attributable to general expenditure.

For more information please visit:  
[southampton.gov.uk/counciltaxbands](http://southampton.gov.uk/counciltaxbands)

## Discounts, reductions, and exemptions

To see the full list of discounts and to apply, visit:  
[southampton.gov.uk/counciltaxdiscount](http://southampton.gov.uk/counciltaxdiscount)

Remember: If you apply, you will still have to pay the amount stated on your bill until we make a decision.

## Properties exempt from Council Tax

While all properties have to register for Council Tax, you don't have to pay if everyone living in the property is on the exemption list.

The main groups are:

- Full time students, student nurses, apprentices and youth training trainees
- Under 18 years old
- Severely mentally impaired
- Diplomats & certain dependants
- Dependant relatives in self-contained parts of the property (e.g. granny annexe)
- Patients living in hospital / care homes

See the full list or apply at: [southampton.gov.uk/counciltaxdiscount](http://southampton.gov.uk/counciltaxdiscount)

## Single Person Discount

Council tax is based on at least two adults (18 years old or over) living in the property. If you live on your own or all other adults in the property are on the exemption list, you can get 25% off your bill.

Visit our website to find more:

[southampton.gov.uk/council-tax/discounts-exemptions/single-person-discount](http://southampton.gov.uk/council-tax/discounts-exemptions/single-person-discount)

## Reduction for those on low income/benefits

We can review your income and circumstances to see whether the amount you pay can be reduced.

Find out more or apply at:

[southampton.gov.uk/counciltaxreduction](http://southampton.gov.uk/counciltaxreduction)

## Reduction for disabled people

You may be entitled if you, or someone who lives at your property, are disabled and the property has certain features.

Find out more or apply at:

[southampton.gov.uk/disabledreduction](http://southampton.gov.uk/disabledreduction)

## Reduction for Care Leavers

Care Leavers up to the age of 25 years old may be entitled for a reduction on their Council Tax.

Find out more at:

[southampton.gov.uk/counciltaxdiscount](http://southampton.gov.uk/counciltaxdiscount)

## Empty properties

There is no Council Tax to pay for one month from the date a property became empty and unfurnished.

Additional Council Tax (premium) will be charged if the property has been empty and unfurnished for:

Between two and five years - an additional 100% Council Tax is payable

Between five and ten years - an additional 200% Council Tax is payable

Over ten years - an additional 300% Council Tax is payable

Find out more or apply at:

[southampton.gov.uk/emptyproperties](http://southampton.gov.uk/emptyproperties)

## Paying over 12 monthly instalments

Your Council Tax bill is split into ten monthly payments from April to January. If you would like to change to 12 monthly instalments, please email us.

## Privacy Policy

We only share your information with other organisations (including the Office of National Statistics) or council departments if deemed necessary. We may also share it to prevent, investigate or prosecute criminal offences, or as the law otherwise allows. Our Privacy Policy explains how we handle your personal data:

[www.southampton.gov.uk/counciltaxprivacy](http://www.southampton.gov.uk/counciltaxprivacy)