

Further Information:

- Housing and Council Tax Benefits-

If you are on a low income or in receipt of state benefits, you may be entitled to help with your rent and/or Council Tax. Please contact 01635 519258 for further information.

- Single Persons Discount-

If you are the only person over the age of 18 living in a property you may be entitled to a 25% discount on your Council Tax. Applications for the discounts should be made in writing to the Benefits & Exchequer Service.

- Other Discounts-

In certain circumstances you may be entitled to a 25% discount on your Council Tax where there are 2 people living at your property, this may be because the 2nd adult in the property may be disregarded for the purpose of Council Tax.

Adults that may be disregarded are- Students, Student Nurses, Persons in receipt of Child Benefit, Persons who are severely mentally impaired, Carers, Apprentices, Youth Training Trainees, Prisoners, Hospital Patients(long term), Patients in residential or care homes and Residents in Hostels.

Applications for a disregard discount should be made in writing to the Benefits & Exchequer Service.

- Information on services-

If you require any further information on any of the services provided by West Berkshire Council you can call our switchboard on **01635 42400** to speak to the relevant department.

Our website also contains information on all services provided, the website is- www.westberks.gov.uk/

Benefits & Exchequer

West Berkshire Council
Council Offices
Market Street
Newbury
Berks. RG14 5LD

Tel: **01635 519520**

Fax: **01635 519286**

counciltax@westberks.gov.uk

If you require this information in a different format, such as audio tape, or in another language, please ask an English speaker to contact Benefits and Exchequer on Telephone 01635 519520, where someone will be able to help.

Council Tax Disabled Relief



If a disabled person is resident in your home you may be entitled to a reduction on your council tax

If a disabled person is resident in your home you may be entitled to a reduction on your council tax.

A tax payer may be allowed a reduction provided that at least one resident in the dwelling is substantially or permanently disabled whether by illness, injury or otherwise. The disabled person does not have to be the liable person for Council Tax, registered as disabled or have to be over 18 years of age.

A reduction can be granted provided one of the following criteria is met and that the adaptation to the property is essential or of major importance for the well being of the disabled person.

The qualifying criteria for disabled relief are-

- A room, other than a bathroom, kitchen or lavatory, which is used mainly by the disabled person and is required for meeting their needs and/or
- An additional bathroom or kitchen which is required to meet the needs of the disabled person and/or
- Enough space for the use of a wheelchair where one needs to be used inside the dwelling.

If your application is successful, your Council Tax will be charged at the band immediately below the band of your property which has been set by the Valuation Office.

If the band of your property is A, then your Council Tax will be reduced to five ninths of the amount set for a band D property in your area.

To apply for the relief, you need to complete the application form attached. West Berkshire Council carries out inspections on all applications for disabled relief, however we will contact you to make an appointment. We may also request supporting information to assist your claim

Application form-

Name & Address of applicant:

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Contact Details:

Home:

Mobile

Email:

Preferred Method of contact

Name of Disabled Person:

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Relationship to Applicant:

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Nature of Disability / Illness:

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Date the facilities were provided:

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Please tick the relevant boxes of which of the following are applicable-

A room, other than a bathroom, kitchen or lavatory, which is used mainly by the disabled person and is required for meeting their needs, and/or,

An additional bathroom or kitchen which is required to meet the needs of the disabled person, and/or,

Enough space for the use of a wheelchair where one needs to be used inside the dwelling.

I confirm that the information given above is correct and I will notify you of any changes.

Signed:

Date:

Council tax account number:

Please return this application to:

Benefits & Exchequer
 West Berkshire Council
 Council Offices
 Market Street
 Newbury
 Berks. RG14 5LD
 Tel: **01635 519520**