Council Tax 2019/20

Your Council Tax bill – how to work it out, who has to pay, discounts and exemptions for students and disabled people, second homes, empty properties, paying the bill.

Some of the main services provided by the city council include:

- Emptying your bins and improving recycling
- Providing leisure facilities including indoor and outdoor swimming pools
- Keeping streets and open spaces clean and tidy
- Providing community centres, community development activities and a community grants programme
- Dealing with antisocial behaviour and calls about noise nuisance
- Providing housing advice and support
- Collecting local taxes and administering housing benefit and support for Council Tax
- Planning for new developments and determining planning applications
- Managing car parks
- Organising elections
- Responding to your enquiries

Find out more
You can find out more about how the city council allocates and spends its budget on our website at: www.cambridge.gov.uk and in the March edition of Cambridge Matters, our magazine for residents.

Financial Information
More information about how your Council Tax helps to pay for services can be obtained from:

County Council www.cambridgeshire.gov.uk/council/finance-and-budget/council-tax/

The Police and Crime Commissioner www.cambridgeshire-pcc.gov.uk/money/budget


Cambridge City Council www.cambridge.gov.uk/what-your-council-tax-pays-for

Understanding Your Bill

Property information
Council Tax Band
How your bill is calculated (including discounts, exemptions, payments & Council Tax Reduction)
Your code for online services

Account Reference Number
Total amount payable
Dates & amounts of instalments

Do it online
The easiest way to update your account
www.cambridge.gov.uk/myaccount
- View your Council Tax account
- Tell us about a change of circumstances or a move
- Tell us you have moved
- Apply for a Discount or Exemption
- Make a payment 24/7 or set up a Direct Debit
- Update your contact details
- Make a claim for Housing Benefit or Council Tax Reduction

Turn over for more information >
Your Council Tax

There is one bill per dwelling and each dwelling is allocated one of eight bands according to its open market capital value at 1st April 1991.

Your band is shown on your bill. If you think your Council Tax band is wrong you can find out how to appeal at: www.gov.uk/council-tax-bands or phone 03000 501 501

Normally an appeal must be made within six months of you becoming liable for Council Tax on your dwelling.

Council Tax Liability Appeals

If you wish to appeal on other grounds about your bill, you should write in the first instance to the Council at PO Box 130, Cambridge, CB1 0JH.

During any appeal process you must continue to pay as shown on your bill. If your appeal is successful any overpaid Council Tax will be refunded to you.

Discounts for Empty Properties

Properties that are unoccupied and substantially unfurnished may qualify for a 100% discount for up to 1 month.

Unoccupied and unfurnished properties requiring major repair or undergoing structural alteration may qualify for a 100% discount for up to 12 months.

Disabled Band Reduction

This is awarded where you have a disabled person living with you and special adaptations have been made to your home. If you qualify you will pay less Council Tax. This makes sure that disabled people do not pay more tax due to the space needed because of a disability. Please contact us for additional information on how to claim this relief.

Discounts for Occupied Properties

If you live alone, or if you live with people who do not count as adults for Council Tax purposes, you may receive a 25% discount. People who do not count for Council Tax purposes include:

- Full-time students, student nurses, apprentices and Youth Training trainees.
- 18/19 year-olds who have just left school where Child Benefit is paid after 1st May.
- Members of visiting forces.
- People caring for someone with a disability (not their spouse, partner or child under 18).
- People being looked after in care homes.
- Patients permanently resident in hospital.
- People who are severely mentally impaired.
- Certain care workers.
- People staying in certain hostels or night shelters.
- Members of religious communities.
- People in prison.

Long Term Empty Properties

Properties left empty for over 2 years will be subject to a premium. Call us on 01223 458050 to discuss bringing an empty property back into use.

Exempt Properties

Some properties are exempt from Council Tax.

An unoccupied property that is

- Owned by a charity (for up to 6 months).
- Left empty by a someone detained in prison, or has moved to receive personal care in a hospital, home or elsewhere, or moved to provide personal care to another person.
- Left unoccupied from the death of the liable person and there is no other owner of the property. The maximum exemption is up to 6 months after grant of Probate or Letters of Administration.
- Empty because occupation is forbidden by law.
- Reserved for occupation by a minister of religion.
- Owned and was last occupied by a student.
- Where a mortgagee is in possession.
- The responsibility of a bankrupt’s trustee.
- A vacant caravan pitch or boat mooring.
- An unoccupied annexe that may not be let separately without a breach of planning controls.

An occupied property

- Student halls of residence, or where all the residents are students.
- Armed forces barracks.
- Where at least one person liable to pay Council Tax is a member of a visiting force
- Where all residents are below 18 years old.
- An unoccupied annexe that may not be let separately without a breach of planning control.
- Where all the residents are severely mentally impaired.
- Where at least one liable person is a foreign diplomat.
- Is annexed to a family home and occupied by that family’s elderly or disabled relatives.

Discounts for Annexes

There is a 50% reduction for people living in annexes, provided they are related to the person(s) liable for Council Tax on the main dwelling, or for people who are responsible for an unoccupied annex.

Do you need help paying your Council Tax?

You may be able to reduce your Council Tax bill if you are on a low income. Perhaps you receive a pension or are in low paid work or are unable to work.

To see if you are entitled and to make a claim please visit our website at: www.cambridge.gov.uk/make-a-benefit-claim

If you get a reduction in your Council Tax, it is important that you tell us of changes in your circumstances, such as income, capital and who lives with you.

Universal Credit

If you make a claim for Universal Credit and you want help towards your Council Tax, you need to use the link above and make a claim. You need to do this straight away as it may not be backdated.

Please see our website www.cambridge.gov.uk/council-tax for more detailed information about discounts and exemptions.