

Do you understand where
your **council tax** goes?

We think it's important you do.



Mid Sussex District Council

Your Council Tax Guide
2008/09

Working for YOU

Your council tax helps to pay for local services provided by county, district, town and parish councils, as well as the police and fire authorities.

For Mid Sussex, about 37% of the money needed to provide these services comes from central government, the balance being collected from council tax.

The district council collects the council tax on behalf of the authorities below. The total amount is then split to provide a wide range of services, which are delivered to all areas of our community.

How your council tax is split (average Band D household)

West Sussex County Council	£1,098.00	77%
Mid Sussex District Council	£140.94	10%
Sussex Police Authority	£128.70	9%
Average Town / Parish Council Precept	£50.98	4%
TOTAL	£1,418.62	100%

FACT

Mid Sussex remains a relatively low council tax authority and the proposed rise of an average Band D property is just 12p per week.

BetterLives

BetterServices

BetterEnvironment

From Councillor Gordon Marples Leader, Mid Sussex District Council



This year the Council's budget is tough. Like everyone else, we are not immune from inflation and things like energy price rises, but our priority is to maintain services for our community.

This year the District Council part of the Council Tax has increased by 4.5%. We know that any increase is unwelcome, but Mid Sussex remains a relatively low council tax authority and the proposed rise of an average Band D property is just 12p per week.

It is important that we deliver the best possible value for money, especially on those key services that are particularly important to local residents. Equally, as justifiable public expectations of councils continue to rise, we are putting increasing emphasis on customer service. We are determined to ensure that all our residents experience a consistently high level of personal service and competence whenever they contact the Council.

That's what you pay for and what you have a right to expect.



Pub and taxi
licensing

What do you get for your money?

Mid Sussex District Council has one of the lowest council tax rates in Sussex. This year 10% of your total council tax will go to pay for the services we provide for you. That's just £11.75 a month for a Band D property, including this year's increase.

We act as a 'collecting agent' for the various authorities – **we don't keep it all!** Here's a selection of the services you get for your money from us:

- Regular collection of **refuse and recycling**, and street cleaning
- Tackling **fly tipping, abandoned cars**, noise, pests and dog mess
- **Licensing pubs and taxis** and inspecting restaurants and takeaways
- **Providing housing advice** and reducing homelessness
- Issuing **10,000 concessionary bus passes**
- Paying housing and council tax **benefits**
- **Planning** and building control services
- **Leisure and sport** across the District including our three leisure centres at Burgess Hill, East Grinstead and Haywards Heath
- **Car parks** and parking attendants
- Grants for local **community projects**
- Maintaining and improving **parks and open spaces**
- **Supporting the area's tourism** industry and local businesses
- **Reducing crime** and the fear of crime
- Running **elections**
- **Online services** – from paying bills to viewing planning applications.

We have continued to invest in our three **leisure centres**, offering an excellent mix of activities and facilities.

We also:

- Continue the fight to maintain and develop services at the **Princess Royal Hospital**
- Have been at the forefront of efforts to save our **post offices** under threat.

Find out more about these on our website www.midsussex.gov.uk



Street cleaning and litter removal

What are we doing to give you value for money?

One of our priorities is to deliver high quality, value for money services. The work we have been doing and our achievements in 2007-08 include:

- **A review of the measures** we use to show how well we are delivering our services, ensuring they remain effective, up to date and in line with national best practice
- **Surveys** to seek your views about life locally and to help us set the direction for improving the local area and our services
- **Obtaining a strong score** (three out of a possible four) in a value for money/use of resources assessment **by the Audit Commission**
- Significant, **permanent savings** through planning what we do, and through setting our budget, while maintaining and improving our services
- Our **money saving programme exceeds** the targets set by central government.

What are we doing to improve community safety?

The latest year-on-year figures for Mid Sussex confirm a decreasing trend with crime levels, showing a 15% reduction for the same period for the previous year. We have done this by:

- **Working in partnership** with Sussex Police, WSCC, West Sussex Fire and Rescue Service, Downland Housing Association and others to tackle anti-social behaviour
- Providing regular local **domestic violence drop-ins** to support victims and offer advice.

- Supporting local organisations such as The Mediation Service to **solve neighbour disputes** within communities
- Carrying out multi-agency **visits to pubs and clubs** to tackle alcohol-related crime
- Working with Sussex Police and the Probation Service to **target the prolific offenders** who commit the most crimes.

The latest year-on-year figures for Mid Sussex confirm a decreasing trend with **crime levels** showing a **15% reduction**.



What are we doing to improve customer service?

We want to keep you better informed on what the Council is doing for you. Here are some of the things we are doing to improve our customer service:

- We are developing a **dedicated customer service team** to make it easier for you to contact us, and for us to contact you
- We are **improving the Council's website** and magazine, **Mid Sussex Matters**
- We are introducing new technology so you can make **enquiries, applications and payments online**
- We are developing a one-stop-shop **customer contact centre** for all council telephone enquiries.

Local business and tourism support



Restaurant and takeaway inspection

What are we doing to improve waste management?

Each home in our District produces approximately one tonne of waste a year – that's the same weight as an average family car. We need to reduce this further, because landfill sites are running out of space.

FACT

To respond to this challenge:

- We have successfully introduced an **alternate weekly collection** of landfill and recycling waste, which has **boosted our recycling figures** and reduced the amount going to landfill
- We now have over **8,500 subscribers to our garden waste scheme**, and expect to have 10,000 subscribers by the Spring
- We have increased the **range of materials that can be recycled**, now including rinsed out Tetra Pac containers.

41%
RECYCLING
RATE

We have increased our recycling levels to 41%, well over the national average. (It was 23% this time last year!)



What are we doing to improve our town centres?

We are planning to improve the three town centres of Burgess Hill, East Grinstead and Haywards Heath:

- The **Haywards Heath** town centre master plan has been **adopted**
- The concept scheme for part of **East Grinstead** town centre **has been agreed** by Council
- The concept scheme for the area around the **Haywards Heath railway station** is well underway
- Our development partner is currently working on a concept scheme for **Burgess Hill town centre and Burgess Hill railway station**.

Where the money comes from



- Council Tax Payers
£10,794,000
- Business Rate Payers
£5,621,000
- Government Grant
£782,000

	2007/08 £000	2008/09 £000	Change £000
Business ratepayers	5,372	5,621	249
Government grant	902	782	(120)
TOTAL FROM GOVERNMENT	6,274	6,403	129
COUNCIL TAX PAYERS	10,264	10,794	530
Budget for year	16,538	17,197	659

Where the money goes

The money we collect on behalf of **West Sussex County Council (WSCC)** pays for services like:

- Education
- Roads and transport
- Social services for the elderly and children
- Fire and rescue
- Libraries

You will find details of all expenditure and income for WSCC and Sussex Police in separate leaflets enclosed.

- West Sussex County Council **77%**
- Mid Sussex District Council **10%**
- Sussex Police Authority **9%**
- Average Town / Parish Council Precept **4%**



The libraries in West Sussex loan 5.9m books, cds, DVDs, videos and audio books each year.

How it will be spent in 2008/09

2007/08 Net cost £000	Service	2008/09 Gross cost £000	2008/09 Income £000	2008/09 Net cost £000
4,461	Leisure Centres and Outdoor Facilities	12,533	(7,723)	4,810
2,339	Refuse Collection and Recycling	2,874	(966)	1,908
1,276	Environmental Services	1,488	(293)	1,195
1,187	Planning and Development Services	3,889	(2,309)	1,580
1,610	Housing	2,316	(791)	1,525
(264)	Housing – Benefit Granted	24,734	(24,998)*	(264)
3,774	Other Services	7,231	(3,470)	3,761
14,383	Total Services	55,065	(40,550)	14,515
(762)	Interest and Investment Income Receivable			(916)
204	Net Transfers from Reserves			721
13,825	MSDC budget requirement			14,320
2,713	Add Town and Parish Council Precepts			2,877
16,538	Total Budget Requirement			17,197

* Mainly a grant from Central Government

How spending has changed

	£000
2007/08 Budget	16,538
Efficiency savings	(1,093)
Increases in service budgets	798
Inflation on cost of services	427
Increase in transfer from reserves	517
Increase in interest receivable	(154)
Increase in parish and town council precepts	164
2008/09 Budget	17,197



We plan to spend £1,908,000 on **Refuse Collection and Recycling** in 2008/09.

In the 2007/08 tax year we spent £2,339,000.

Council tax explained

Who Pays Council Tax

Council Tax is generally payable by the person resident in a property who has the greatest legal interest in that property. Normally this is the owner or tenant. If two or more residents have the same interest (e.g. joint tenants) or live together as a couple (e.g. husband and wife, same sex partners), they are generally jointly and severally responsible.

Discounts

There is a 25% discount if only one person over the age of 18 lives in a property, a 50% discount if no one lives in a property as their main home because they have to work away (e.g. publicans who have to live in licensed premises) or a 10% discount if a

property is unoccupied and furnished (e.g. second home). The following are not counted in the number of people living in a property:

- Full-time students: 18 and 19 year olds who are at or have just left school and those for whom child benefit is payable.
- People resident in hospitals or homes.
- People who are severely mentally impaired.
- Carers on low pay or those who care for someone who is not a spouse, partner, or under 18.
- Members of religious communities (monks or nuns) or visiting forces, or foreign diplomats.
- People in detention (unless for non-payment of Council Tax or a fine).
- Under 18 year olds.

If someone is disabled and has a room related to their disability, that is essential and mostly used by them to meet their needs, or space indoors to use a wheelchair, a reduction of up to one band can be given.

Exemptions

There is no Council Tax to pay on some properties, including those occupied only by students, the severely mentally impaired who would otherwise be liable to pay, under 18s, or foreign diplomats, or granny annexe-type property occupied by a disabled, elderly or dependent relative of the resident living in the main part of the property. Also exempt are vacant properties which are:

- Unfurnished (up to six months).
- Owned by a charity (up to six months).
- In need of, are undergoing or have

undergone major repair work or structural alteration (up to 12 months).

- Left empty as a resident is receiving or providing personal care
- Awaiting grant of probate (and for up to six months after).
- Repossessed, forbidden by law to be occupied, left empty by a student, granny annexe-type properties that cannot be let separately, awaiting occupation by a minister of religion, or a pitch not occupied by a caravan.

If at any time before the end of the financial year following this year, you have reason to believe you should not be in receipt of an exemption or discount, or that you should be in receipt of a lesser discount, you must notify the Council within 21 days of first having that belief. If you fail to provide

this information, without reasonable excuse, you may have to pay a penalty of £50, and continued failure could lead to higher fines.

Help with Council Tax or rent

People on low incomes (including Income Support and Job Seekers Allowance) may be able to get help with rent and Council Tax. The amount of help depends on how much money and capital (savings) you have and the circumstances of anyone living with you.

If you are the only liable person on the Council Tax bill, but are not entitled to benefit yourself you may be able to claim Second Adult Rebate. This applies when other adults who live in the house with you are on a low income (not partner, joint owner, joint tenant or someone that pays you rent).

If you want to find out if you are entitled to Council Tax benefit, Second Adult Rebate or Housing Benefit (help with your rent), please contact us to ask for an application form. You can also download a form from our website: www.midsussex.gov.uk

If you have difficulty completing forms, please contact us and we can arrange for a visiting officer to call or other help.

Appeals

If after contacting us you still disagree that you are the person who should pay Council Tax, you have been refused a discount of exemption, or we don't reply within 2 months, you can appeal to:

West Sussex Valuation Tribunal

1st Floor, West Wing, Premier House,

36-48 Queen Street, Horsham, RH13 5AD

T: 01403 243785
F: 01403 261414

E: vthorsham@vto.gsx.gov.uk
www.valuation-tribunals.gov.uk

You can also appeal if you feel your property band is wrong due to work carried out on the property, a change in the surrounding area, or within six months of moving into your home. You should contact:

Valuation Office Agency

Worthing Valuation Office, Westmoreland House, Strand Parade, Goring-by-Sea, BN12 6EA
T: 01903 707900
F: 01903 707959

southeastgroup.voa@voa.gsi.gov.uk
www.voa.gov.uk

Data held for Council Tax

This authority is under a duty to protect the public funds it administers, and to this end may use information held for Council Tax purposes for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

The information will be matched to other Council held data through the Audit Commission's National Fraud Initiative (NFI). Further information can be found at:

www.audit-commission.gov.uk/nfi

2008/09 council tax for each property band

PROPERTY VALUATION BAND*	PROPORTION OF BAND D TAX PAYABLE	MID SUSSEX DC £	WEST SUSSEX CC £	SUSSEX POLICE £	TOTAL £
Band A Up to £40,000	6/9	93.96	732.00	85.80	911.76
Band B £40,001 to £52,000	7/9	109.62	854.00	100.10	1,063.72
Band C £52,001 to £68,000	8/9	125.28	976.00	114.40	1,215.68
Band D £68,001 to £88,000	1	140.94	1,098.00	128.70	1,367.64
Band E £88,001 to £120,000	11/9	172.26	1,342.00	157.30	1,671.56
Band F £120,001 to £160,000	13/9	203.58	1,586.00	185.90	1,975.48
Band G £160,001 to £320,000	15/9	234.90	1,830.00	214.50	2,279.40
Band H More than £320,000	2	281.88	2,196.00	257.40	2,735.28

* Based on market price of property as at 01.04.91

Do not forget your town/parish council tax has to be added to these figures.

The total of your Council Tax for the year is shown in the table opposite.

Typical property example

BELOW IS AN EXAMPLE OF THE MID SUSSEX ELEMENT OF A TYPICAL PROPERTY IN **BAND D**

	2007/08 £	2008/09 £	Change £	Change %
Including parishes	183.34	191.92	8.58	4.7
Excluding parishes	134.91	140.94	6.03	4.5

Mid Sussex council tax 2008/09: what you will pay

TOWN / PARISH AREA	LOCAL PRECEPT* £	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Albourne	14,300	945.99	1,103.66	1,261.32	1,418.99	1,734.32	2,049.65	2,364.98	2,837.97
Ardingly	73,586	980.66	1,144.10	1,307.55	1,470.99	1,797.88	2,124.76	2,451.65	2,941.98
Ashurst Wood	35,000	942.67	1,099.78	1,256.89	1,414.00	1,728.22	2,042.44	2,356.66	2,828.00
Balcombe	42,000	945.54	1,103.13	1,260.72	1,418.31	1,733.49	2,048.67	2,363.85	2,836.62
Bolney	29,620	943.75	1,101.04	1,258.33	1,415.62	1,730.21	2,044.79	2,359.37	2,831.25
Burgess Hill	726,526	954.14	1,113.17	1,272.19	1,431.22	1,749.27	2,067.31	2,385.36	2,862.43
Cuckfield	107,100	957.86	1,117.50	1,277.14	1,436.79	1,756.07	2,075.36	2,394.64	2,873.57
Cuckfield Rural	33,000	940.88	1,097.69	1,254.51	1,411.32	1,724.95	2,038.57	2,352.20	2,822.64
East Grinstead	660,890	953.15	1,112.01	1,270.87	1,429.73	1,747.45	2,065.17	2,382.88	2,859.46
Fulking	4,980	934.78	1,090.58	1,246.38	1,402.18	1,713.77	2,025.36	2,336.96	2,804.35
Hassocks	167,605	947.93	1,105.92	1,263.91	1,421.90	1,737.88	2,053.86	2,369.84	2,843.80
Haywards Heath	410,895	937.09	1,093.27	1,249.45	1,405.63	1,718.00	2,030.36	2,342.72	2,811.27
Horsted Keynes	25,400	935.60	1,091.53	1,247.46	1,403.39	1,715.26	2,027.13	2,338.99	2,806.79
Hurstpierpoint & Sayers Common	166,834	951.18	1,109.71	1,268.24	1,426.77	1,743.83	2,060.89	2,377.95	2,853.54
Lindfield	99,000	935.87	1,091.85	1,247.83	1,403.80	1,715.76	2,027.72	2,339.67	2,807.61
Lindfield Rural	46,320	937.86	1,094.17	1,250.48	1,406.79	1,719.41	2,032.03	2,344.65	2,813.58
Newtimber	150	914.16	1,066.52	1,218.88	1,371.24	1,675.96	1,980.68	2,285.40	2,742.47
Poynings	2,617	924.83	1,078.97	1,233.10	1,387.24	1,695.52	2,003.80	2,312.07	2,774.49
Pyecombe	4,099	939.28	1,095.83	1,252.37	1,408.92	1,722.01	2,035.11	2,348.20	2,817.84
Slaugham	41,000	937.29	1,093.50	1,249.72	1,405.93	1,718.36	2,030.79	2,343.22	2,811.87
Turners Hill	46,690	960.09	1,120.11	1,280.12	1,440.14	1,760.17	2,080.20	2,400.23	2,880.28
Twineham	2,800	925.69	1,079.97	1,234.25	1,388.54	1,697.10	2,005.66	2,314.23	2,777.07
West Hoathly	17,086	924.04	1,078.05	1,232.05	1,386.06	1,694.08	2,002.09	2,310.10	2,772.12
Worth	120,000	930.24	1,085.28	1,240.32	1,395.36	1,705.44	2,015.52	2,325.60	2,790.72

* Precept is the amount of money required to be collected on behalf of your local town/parish council. Information about town and parish precepts is available from the Clerk of the appropriate town or parish council.

Town and parish council tax

Details of expenditure for local councils where precept exceeds £100,000.

EXPENDITURE ANALYSIS	2007/08 £000	2008/09 £000
BURGESS HILL TOWN COUNCIL		
Revenue Expenditure	906	942
Income	(210)	(223)
Capital Expenditure	31	16
Changes in balances	(34)	(8)
Precept	693	727
CUCKFIELD PARISH COUNCIL		
Revenue Expenditure	159	172
Income	(178)	(65)
Capital Expenditure	123	17
Changes in balances	(8)	(17)
Precept	96	107
EAST GRINSTEAD TOWN COUNCIL		
Revenue Expenditure	839	911
Income	(250)	(245)
Capital Expenditure	46	39
Changes in balances	(34)	(44)
Precept	601	661
HASSOCKS PARISH COUNCIL		
Revenue Expenditure	171	189
Income	(11)	(22)
Capital Expenditure	6	0
Changes in balances	2	1
Precept	168	168
HAYWARDS HEATH TOWN COUNCIL		
Revenue Expenditure	439	457
Income	(57)	(57)
Capital Expenditure	3	5
Changes in balances	9	6
Precept	394	411
HURSTPIERPOINT & SAYERS COMMON PARISH COUNCIL		
Revenue Expenditure	183	197
Income	(14)	(28)
Capital Expenditure	15	10
Changes in balances	(20)	(12)
Precept	164	167
WORTH PARISH COUNCIL		
Revenue Expenditure	156	195
Income	(10)	(9)
Capital Expenditure	0	0
Changes in balances	(31)	(66)
Precept	115	120

How to contact us

Council Tax / Business Rates

T: 01444 477564

E: ctax@midsussex.gov.uk

For Business Rates:

E: nndr@midsussex.gov.uk

Benefits

T: 01444 477264

E: benefit@midsussex.gov.uk

Home Visits (Benefits only)

To request a home visit call
01444 477264

Benefit Fraud Hotline (confidential)

T: 01444 477400

E: benefitfraud@midsussex.gov.uk

Other enquiries

T: 01444 458166

E: oaklandshelppoint@midsussex.gov.uk

The above telephone opening hours
are Mon-Thu 09.00-17.15
and Friday 09.00-16.15.

You can also write to:

Mid Sussex District Council,
Oaklands Road
Haywards Heath RH16 1SS

24 hour payments

Tel: 01444 457504

Moving house?

Go to www.iammoving.com,
the UK's free on-line change of
address service, or follow the link
from www.midsussex.gov.uk

Visit our Help Points:

Mid Sussex District Council

Oaklands Road, Haywards Heath
Mon-Thu 09.00-17.00,
Friday 09.00-16.00.

Appointments are available
outside these hours.

The Library

West Street, East Grinstead
Mon and Wed 09.30-11.30.

Burgess Hill Town Council

96 Church Walk
Tue and Thu 09.00-12.30,
Wed 14.00-16.00.

Hassocks Parish Centre

Adastra Park Thu 14.00-16.00.

For an A-Z listing of phone
numbers for Mid Sussex District
Council and other local services
visit www.midsussex.gov.uk

Need help accessing this service?

Precisa de assistência para aceder a este serviço?

Bu hizmete erişmek için yardıma ihtiyacınız var mı?

需要協助您使用這項服務嗎?

ต้องการความช่วยเหลือในการใช้บริการนี้?

نايا بتوسيتت به يارمتهى مابه بؤ بهدهستكهنشى ثم خزمه نكوژار يبه

এই পরিষেবা লাভের জন্য সংযোগ করতে সাহায্যের প্রয়োজন?

Or information on obtaining publications in
a different format?

 01444 458166

For further information or help go to www.midsussex.gov.uk