

Committee:	Executive	Agenda Item No.:	10
Date:	8 <sup>th</sup> September 2008	Status	Open
Category	3. Part of the Budget and Policy Framework		
Subject:	Arrears – Irrecoverable Items over £1000		
Report by:	Head of Revenue Services		
Other Officers Involved			
Director	Director of Resources		
Relevant Portfolio Holder	Social Inclusion		

## **RELEVANT CORPORATE AIMS**

STRATEGIC ORGANISATIONAL DEVELOPMENT – Continually improving our organisation.

To maintain sound Financial Management and continue to seek efficiency savings. As part of sound financial management it is necessary to recognise and deal with money owed where no further effective steps can be taken for recovery. This also goes to providing efficient Council services.

### **TARGETS**

Does not apply to this report.

### **VALUE FOR MONEY**

Ensuring that the limited resources are concentrated on recovery of debt that is collectable. Under current Council guidance, it has been considered not cost-effective to spend more money on outside agencies to take further action.

## **THE REPORT**

### **IRRECOVERABLE ITEMS**

Executive is requested to approve the write off of the under-mentioned irrecoverable items including costs amounting to £113,695.30 as itemised on the attached schedules.

<b>Bankruptcy</b>		
No of Accounts	Type of Account	
5	Council Tax	£3,332.40
7	Business Rates	£83,940.78
4	Sundry Debts	£10,730.85
	<b>Total</b>	£98,004.03

<b>No Trace</b>		
No of Accounts	Type of Account	
3	Council Tax	£4,932.82
1	Business Rates	£1,097.26
3	Sundry Debts	£9,661.19
	<b>Total</b>	£15,691.27

Where debtors leave the property without forwarding addresses extensive efforts are made to trace them. In addition to departmental checks, statutory undertakers and other agencies are contacted, enquiries are made of neighbours and family or employers where known. Where it is known that a person has moved to another area contact is made with the relevant local authority to alert them and request reciprocal information.

#### **ISSUES/OPTIONS FOR CONSIDERATION**

Writing off the outstanding debts in respect of persons unable to trace/ bankrupt or Companies in liquidation.

#### **IMPLICATIONS**

Financial: None

Legal: None

Human Resources: None

#### **RECOMMENDATION(S)**

**That approval is given to write off the irrecoverable items including costs amounting to £113,695.30 with the proviso that should any of the debts become collectable the amounts be re-debited.**

#### **REASON FOR DECISION TO BE GIVEN IN ACCORDANCE WITH THE CONSTITUTION**

In order that outstanding debts can be written off.

ATTACHMENTS:

**Y**

SOURCE DOCUMENT: Official Receiver/ Internal records.

**COUNCIL TAX: AMOUNTS FOR WRITE OFF - BANKRUPT**

	<u>Account Reference</u>	<u>Lead Liable Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liable From</u>	<u>Liable To</u>	<u>Bill Balance</u>
1	901086172	HOLMES,MISS JODIE	17 HOULDSWORTH CRESCENT BOLSOVER S44 6SQ	£ 389.27	01/04/2005 01/04/2008	06/02/2006 15/05/2008	£305.85 £ 83.42
2	900891860	HOLMES,MISS JODIE	3 LEAMINGTON DRIVE SOUTH NORMANTON DE55 2HX	£ 585.85	15/09/2002 01/04/2003	01/04/2003 03/09/2003	£411.95 £173.90
3	900899505	HOLMES,MISS JODIE	12 MARKET STREET SOUTH NORMANTON DE55 2EL	£ 989.08	03/09/2003 01/04/2004	01/04/2004 29/10/2004	£482.23 £506.85
4	900899710	HOLMES,MISS JODIE	21 MARKET STREET SOUTH NORMANTON DE55 2AB	£ 290.57	01/04/2001	26/11/2001	£290.57
5	901165800	CURLEY,MR DARREN	WHITE LION 128 MARKET STREET SOUTH NORMANTON DE55 2EJ	£ 1,077.63	01/04/2006 01/04/2007	01/04/2007 14/05/2007	£932.18 £145.45
				<b>£ 3,332.40</b>			

**BUSINESS RATES: ACCOUNTS FOR WRITE OFF - LIQUIDATION**

	<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	800137452	RICHMOND ELECTRICAL CONSULT.	12 NAPIER COURT BARLBOROUGH	£22,997.86	01/04/2007 01/04/2006 30/01/2006	19/12/2007 01/04/2007 01/04/2006	£ 8,773.25 £12,232.25 £ 1,992.36
2	800136484	PRIMA RETAIL	UNIT 62 MCARTHUR GLEN MANSFIELD ROAD SOUTH NORMANTON	£13,465.58	01/07/2007	08/02/2008	£13,465.58
3	80013539X	HOTEL SOURCE	WHARF ROAD PINXTON	£ 3,351.18	01/04/2008 31/05/2007	02/05/2008 01/04/2008	£ 408.44 £ 2,942.74
4	80013417X	ENSAS LTD IN VOL LIQUIDATION	14 SAWPIT LANE TIBSHELF	£13,679.00	01/04/2008	17/07/2008	£13,679.00
5	800125418	MR DARREN CURLEY	THE WHITE LION 128 MARKET STREET SOUTH NORMANTON	£10,584.56	01/04/2007 01/04/2006 16/12/2005	14/05/2007 01/04/2007 01/04/2006	£ 944.83 £ 7,469.25 £ 2,170.48
6	800111286	NORTHERN SALES & SERVICES LTD	14 SAWPIT LANE TIBSHELF	£ 9,941.62	01/04/2006	15/03/2007	£ 9,941.62
7	800096581	BRAND PROPERTY LTD	UNIT 51 MCARTHUR GLEN MANSFIELD ROAD SOUTH NORMANTON	£ 9,920.98	01/04/2007	28/01/2008	£ 9,920.98
				<u>£83,940.78</u>			

<u>ACCOUNT NUMBER</u>	<u>INVOICE NUMBER</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>	<u>WRITE-OFF AMOUNT</u>
XWHITE	VARIOUS	VARIOUS	2508.54	WHITE FIRE STUDIOS UNIT E3B MILL1 PLEASLEY VALE BUSINESS PARK	RENT, SERVICE AND ELECTRICTY CHARGES 01.09.05 TO 19.07.06	2508.54
ENVIRO	VARIOUS	VARIOUS	3023.81	ENVIROSPHERE CONSULTANCY UNITS B2E & G3 PLEASLEY VALE BUSINESS PARK	RENT, SERVICE AND ELECTRICTY CHARGES 05.12.07 TO 06.07.08	3023.81
XRICHLAND	VARIOUS	VARIOUS	3052.93	RICHLAND MEDIA & COMMUNICATIONS LTD VARIOUS UNITS MILL3 PLEASLEY VALE BUSINESS PARK	RENT, SERVICE AND ELECTRICTY CHARGES 01.07.06 TO 08.08.07	3,052.93
XBRIT	VARIOUS	VARIOUS	2145.57	BRITAINS BEST BREAKS UNIT H2F PLEASLEY VALE BUSINESS PARK	RENT, SERVICE AND ELECTRICTY CHARGES 01.08.07 TO 05.12.07	2145.57
						£10,730.85

MEMBERS SHOULD BE AWARE THAT THESE DEBTS ARE RECOMMENDED FOR WRITE OFF  
ON THE ADVICE OF INNES ENGLAND, AGENTS FOR THE COUNCIL IN THE MANAGEMENT OF THE PARK.

**COUNCIL TAX: AMOUNTS FOR WRITE OFF - NO TRACE**

	<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	900373452	MCLEAN,MR ANTHONY	76 ELMTON ROAD CRESWELL S80 4DD	£ 1,926.52	01/04/2004 01/04/2005 01/04/2006 01/04/2007	05/11/2004 01/04/2006 01/04/2007 01/09/2007	£ 88.09 £454.00 £951.29 £433.14
2	901138734	DEWBURY,MR PAUL	FLAT 6 43 MAIN STREET SHIREBROOK NG20 8AX	£ 1,341.06	10/02/2006 01/04/2006 01/04/2007	31/03/2006 01/04/2007 01/07/2007	£146.74 £919.28 £275.04
3	901129788	MR A O'DONNELL	1A ALFRETON ROAD NEWTON DE55 5TP	£ 1,665.24	01/04/2006 01/04/2007	01/04/2007 13/09/2007	£989.76 £675.48
				<b>£ 4,932.82</b>			

**BUSINESS RATES: ACCOUNTS FOR WRITE OFF - NO TRACE**

	<u>Account Reference</u>	<u>Lead Liabile Name</u>	<u>Address</u>	<u>Account Balance</u>	<u>Liabile From</u>	<u>Liabile To</u>	<u>Bill Balance</u>
1	800141920	MR A O'DONNELL	KING EDWARD VII HOTEL 121 HIGH STREET TIBSHELF	£ 1,097.26	01/04/2007	19/10/2007	£1,097.26

£ 1,097.26

**PROPOSED WRITE OFF OF SUNDRY-DEBTORS OVER £1000.00 - NO TRACE**

<u>ACCOUNT</u> <u>NO.</u>	<u>INVOICE</u> <u>NO.</u>	<u>INVOICE</u> <u>DATE</u>	<u>AMOUNT</u>	<u>DEBTOR</u>	<u>REASON FOR INVOICE</u>	<u>WRITE OFF</u> <u>AMOUNT</u>	<u>REASON FOR WRITE OFF</u>
7773	30088	19.09.03	1162.60	D FLYNN 34 MEADOWCROFT GLADE WESTFIELD SHEFFIELD	OVER ALLOWED HOUSING BENEFIT	1108.60	NO TRACE OF DEBTOR - ALL AVENUES TRIED ie LOCAL AUTHORITY, EXPERIAN AND DWP.
13368	61837	15.01.08	5235.05	R & L BROOKS 36 KINGS ROAD WARSOP	REPAIRS TO PROPERTY 9 GARDEN AVENUE SHIREBROOK	5235.05	NO TRACE OF DEBTORS - EVICTED FROM ADDRESS, DEBTORS HAVE SINCE SEPARATED, ALL AVENUES TRIED
2378	6899	29.02.00	605.91	S H PHILLIPS	RENT AND ELECTRICITY	605.91	FORMER TENANT ARREARS - UNABLE TO
	6934	01.03.00	981.13	UNIT M2 MILL3	CHARGES	981.13	TRACE DEBTOR ALL AVENUES TRIED
	8749	01.06.00	981.13	PLEASLEY VALE BUSINESS PARK		981.13	INVOICES NOW STATUTE BARRED
	9575	03.08.00	548.31			548.31	
	9576	03.08.00	201.06			201.06	
						<u>£9,661.19</u>	