

**Bolsover District Council**

**Executive**

**14<sup>th</sup> July 2014**

**Arrears – Irrecoverable Items over £1000**

**Report of the Executive Director – Operations (Portfolio Holder: Cllr R Bowler)**

This report is public

**Purpose of the Report**

- Executive is requested to approve the write off of the under-mentioned irrecoverable items including costs amounting to £17,652.05 as itemised on the attached schedules.

**1 Report Details**

1.1

| <b>Bankruptcy/ Liquidation</b> |                 |                   |
|--------------------------------|-----------------|-------------------|
| No of Accounts                 | Type of Account |                   |
| 1                              | Council Tax     | £10,564.96        |
| 2                              | Business Rates  | £2,650.19         |
| 1                              | Sundry Debts    | £1,478.59         |
|                                | <b>Total</b>    | <b>£14,693.74</b> |

1.2

| <b>No Trace</b> |                 |                 |
|-----------------|-----------------|-----------------|
| No of Accounts  | Type of Account |                 |
| 1               | Council Tax     | £1,397.08       |
| 1               | Business Rates  | £1,561.23       |
|                 | <b>Total</b>    | <b>2,958.31</b> |

1.3 Where debtors leave the properties 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.

## **2 Conclusions and Reasons for Recommendation**

2.1 Writing off the outstanding debts in respect of persons who are bankrupt or companies in liquidation or unable to trace.

## **3 Consultation and Equality Impact**

Not applicable

## **4 Alternative Options and Reasons for Rejection**

Not applicable

## **5 Implications**

### **5.1 Finance and Risk Implications**

The costs will be met from a provision for doubtful debts that has been agreed as part of the Council's budget.

### **5.2 Legal Implications including Data Protection**

None

### **5.3 Human Resources Implications**

None

## **6 Recommendations**

6.1 That approval is given to write off the irrecoverable items including costs amounting to £17,652.05 with the proviso that should any of the debts become collectable the amounts be re-debited.

## **7 Decision Information**

|  |    |
|--|----|
| <b>Is the decision a Key Decision?</b><br>(A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards) | No |
|--|----|

|   |   |
|---|---|
| <b>District Wards Affected</b>                                |   |
| <b>Links to Corporate Plan priorities or Policy Framework</b> | Strategic Organisational Development - Continually improving our organisation |

## 8 Document Information

| <b>Appendix No</b>   | <b>Title</b>  |
|--|---|
| 1  | Council Tax: Amounts for Write Off – Bankruptcy     |
| 2  | Business Rates: Amounts for Write Off – Liquidation |
| 3  | Sundry Debts: Amounts for Write Off – Bankruptcy    |
| 4  | Council Tax: Amounts for Write Off – No Trace       |
| 5  | Business Rates: Amounts for Write Off – No Trace    |
| <b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers) |   |
|  |   |
| <b>Report Author</b>   | <b>Contact Number</b>                               |
| Billing and Recovery Manager   | Ext 2432  |

Report Reference –

**COUNCIL TAX: AMOUNTS FOR WRITE OFF – BANKRUPTCY**

| <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                        | 900648068                | CARLISLE,MR ANTHONY | £10,564.96               | 01/08/2002          | 01/04/2003        | £ 513.50            |
|                          |                          | 186 LANGWITH ROAD   |                          | 01/04/2003          | 01/04/2004        | £1,059.10           |
|                          |                          | LANGWITH JUNCTION   |                          | 01/04/2004          | 01/04/2005        | £1,118.04           |
|                          |                          | NG20 9RN            |                          | 01/04/2005          | 01/04/2006        | £1,148.13           |
|                          |                          |                     |                          | 01/04/2006          | 01/04/2007        | £1,110.86           |
|                          |                          |                     |                          | 01/04/2007          | 01/04/2008        | £1,161.11           |
|                          |                          |                     |                          | 01/04/2008          | 01/04/2009        | £1,217.89           |
|                          |                          |                     |                          | 01/04/2009          | 01/04/2010        | £1,245.00           |
|                          |                          |                     |                          | 01/04/2010          | 01/04/2011        | £1,291.00           |
|                          |                          |                     |                          | 01/04/2011          | 11/10/2011        | £ 700.33            |
|                          |                          |                     | <b><u>£10,564.96</u></b> |                     |                   |                     |

**BUSINESS RATES: AMOUNTS 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 | 800128254                | KYOOB SPACE LTD          | 22B GANDER LANE<br>BARLBOROUGH | £ 1,455.62             | 01/04/2013          | 18/12/2013        | £ 1,455.62          |
| 2 | 800153689                | KYOOB SPACE LTD          | 22A GANDER LANE<br>BARLBOROUGH | £ 1,194.57             | 01/04/2013          | 18/12/2013        | £ 1,194.57          |
|   |                          |                          |                                | <u>£ 2,650.19</u>      |                     |                   |                     |

**SUNDRY DEBTORS: AMOUNTS FOR WRITE OFF: LIQUIDATION**

| <u>Account Reference</u> | <u>Lead Liabile Name</u> | <u>Address</u>             | <u>Account Balance</u> | <u>Invoice Number</u>            | <u>Bill Balance</u>               | <u>Reason for Write Off</u> |
|--------------------------|--------------------------|----------------------------|------------------------|----------------------------------|-----------------------------------|-----------------------------|
| 1                        | 15215 S COWELL           | 74 NEW TERRACE<br>PLEASLEY | £ 1,478.59             | 30201303<br>30201141<br>30105755 | £ 103.39<br>£ 57.25<br>£ 1,317.95 | DRO GRANTED 10/02/14        |
|                          |                          |                            | <u>£ 1,478.59</u>      |                                  |                                   |                             |

**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 | 901501527                | GLMSKI,MR PIOTR          | 41 BRUNNER AVENUE<br>SHIREBROOK<br>NG20 8RR | £1,397.08               | 01/03/2012<br>01/04/2012<br>01/04/2013 | 01/04/2012<br>01/04/2013<br>01/05/2013 | £ 136.93<br>£1,118.26<br>£ 141.89 |
|   |                          |                          |   | <b><u>£1,397.08</u></b> |  |  |                                   |

**BUSINESS RATES: 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 | 800173315                | MR TOM NEEDHAM           | 98 - 100 NORTH ROAD<br>CLOWNE | £ 1,561.23             | 01/04/2012          | 01/04/2013        | £ 1,462.50          |
|   |                          |                          |                               |                        | 01/04/2013          | 25/04/2013        | £ 98.73             |
|   |                          |                          |                               | <u>£ 1,561.23</u>      |                     |                   |                     |