

**COUNCIL TAX BILL 2026/2027**

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridgeshire  
CB23 6EA



South Cambridgeshire District Council

**Account Reference** → Account Number: 1010XXXXXX

Reason for Bill: New Year Billing

Date of Issue: XX/XX/2026

Address of property giving rise to charge:

MR AND MRS EXAMPLE  
A FARM HOUSE  
HIGH STREET  
VILLAGE  
CAMBRIDGESHIRE  
POSTCODE

A FARM HOUSE  
HIGH STREET  
VILLAGE  
CAMBRIDGESHIRE  
POSTCODE

**Property address** ←

The above property is in band C ← **Council Tax Band**

% Change	Value of Change	Charge
Cambridgeshire County Council South Cambridgeshire District Council Cambridgeshire Police and Crime Commissioner Cambridgeshire Fire Authority CPCA Mayoral Precept Parish <b>Total Annual Charge</b>  Council Tax charge for period 01/04/26 to 31/03/27 <b>Total Amount Payable:</b>		

**How your bill is calculated** ←

**Account in credit? To claim your refund please visit:**  
[www.scambs.gov.uk/council-tax](http://www.scambs.gov.uk/council-tax)

**Amount Payable:** £xxxx.xx ← **Total amount payable**

**Non Direct Debit Payment Method**  
**INSTALMENT DETAILS**

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT

**Instalment dates and amounts** ←

If you have difficulties paying this bill or if you are on a low income, you may be entitled to help towards this charge. Please see overleaf for our contact details.

POST OFFICE PayPoint

You can now pay at any Post Office or PayPoint using this barcode



9826 XXXX XXXX XXXX XXXX XXX

**Account Reference**

**Details of discounts and exemptions**

**Property address**

**Council Tax Band**

**How your bill is calculated**

**Total amount payable**

**Instalment dates and amounts**

## COUNCIL TAX DEMAND NOTICE EXPLANATORY NOTES 2026-27

This leaflet gives you general information about Council Tax. More detailed information is available on our website. [www.scambs.gov.uk/council-tax/](http://www.scambs.gov.uk/council-tax/)

If you do not have access to the internet and would like a copy of this information, please contact us using the details on your bill

### Council Tax

The Council Tax you pay funds a wide range of public services across the district and county area. To find out more about how the money is spent, please visit the following websites:

Cambridgeshire & Peterborough Combined Authority <https://cambridgeshirepeterborough-ca.gov.uk/what-we-deliver/>

Cambridgeshire County Council [www.cambridgeshire.gov.uk/council/finance-and-budget/business-plans](http://www.cambridgeshire.gov.uk/council/finance-and-budget/business-plans)

Cambridgeshire Police & Crime Commissioner [www.cambridgeshire-pcc.gov.uk/what-we-do/money/budget/](http://www.cambridgeshire-pcc.gov.uk/what-we-do/money/budget/)

Cambridgeshire Fire Authority <https://www.cambsfire.gov.uk/about-us/finance/financial-documents/>

South Cambridgeshire District Council [www.scambs.gov.uk/council-tax/financial-information](http://www.scambs.gov.uk/council-tax/financial-information)

### About Council Tax

There is one Council Tax bill per property whether it is owned or rented, and the people that live in the property would normally have to pay. The amount charged is dependent on the Council Tax Band of the property, which is allocated by the Valuation Office Agency (VOA) according to the open market value on 1 April 1991.

More information can be found at [www.gov.uk/council-tax-bands](http://www.gov.uk/council-tax-bands). If you think your Council Tax band is wrong, you can challenge it directly with the VOA at: [www.gov.uk/challenge-council-tax-band](http://www.gov.uk/challenge-council-tax-band) You can also contact the VOA by phone on 03000 501 501 or online at [www.gov.uk/contact-voa](http://www.gov.uk/contact-voa) You must continue to pay your Council Tax while any appeal is being considered.

### Disabled Band Reduction Scheme

If you or someone that lives with you is disabled and you have a second bathroom, kitchen or other room to meet their needs, you may be entitled to a reduction equivalent to one Council Tax Band. These reductions ensure that people with a disability do not pay more tax on account of the space needed because of a disability. Find out more and to make an application, please visit our website.

### Premium Charges for Long-Term Empty Properties

Prior to 1 April 2026, we charged a premium when a property had been unoccupied and unfurnished for 2 years. From 1 April 2026 premiums will apply to all properties that are unoccupied. The amount you pay depends on how long the property has been empty and whether it is furnished.

#### Unoccupied and Substantially Furnished Properties

- 100% Premium Example: If the standard Council Tax is £1,000, you will pay £2,000.

#### Unoccupied and Unfurnished Properties

- Empty for more than 1 year but less than 5 years: 100% Premium  
Example: If the standard Council Tax is £1,000, you will pay £2,000.
- Empty for more than 5 years but less than 10 years: 200% Premium  
Example: If the standard Council Tax is £1,000, you will pay £3,000.
- Empty for more than 10 years: 300% Premium  
Example: If the standard Council Tax is £1,000, you will pay £4,000.

In some cases you may be entitled to an exception to the empty homes' premium for up to 12 months, see our website for more information. <https://www.scambs.gov.uk/council-tax/charges-for-empty-properties-and-second-homes>

### Is your bill correct?

Please check your bill carefully to ensure all the details are correct. If you have had a change in your circumstances which may affect your charge or entitlement to any reduction, discount, or exemption, **you must let us know within 21 days**, otherwise you may have to pay a penalty.

If you disagree with the charge, e.g., you believe a discount should apply or you are not the liable person, you must contact us to submit an appeal. Following consideration, if the decision is not changed you can appeal to the Valuation Tribunal at [www.valuationtribunal.gov.uk](http://www.valuationtribunal.gov.uk)

### What if I am on a low income

South Cambridgeshire District Council operates a Local Council Tax Support scheme, where residents on low incomes can access financial support towards their Council Tax bill. Full details of the scheme, along with an electronic application form, can be found on our website at [www.scambs.gov.uk/benefits](http://www.scambs.gov.uk/benefits)

More information about Council Tax can be found at [www.scambs.gov.uk/council-tax](http://www.scambs.gov.uk/council-tax)

## Discounts, Exemptions and Reductions

### Should my property be Exempt?

A property can be exempt from the Council Tax charge in the following circumstances:

Exemption Class	Unoccupied Property that is:
B	Owned by a charity (exempt for up to 6mths)
D	Left empty by someone gone to prison
E	Previously occupied by a person now in permanent residential care.
F	Empty where the liable person/owner has died, and the executors or personal representatives are now liable (exempt for up to 6mths from date of probate)
G	Empty because occupation is prohibited by law.
H	Waiting to be occupied by a minister of religion
I	Left empty by someone who has moved to receive care by reason of old age, disablement or illness
J	Left empty by someone who has moved to provide care to another person
K	Owned by and last occupied by a student
L	In possession of the mortgagee
Q	The responsibility of a bankrupts' trustee
R	A site for an individual caravan, mobile home or mooring
T	Linked to, or in the grounds or another property and may not be let separately due to planning restrictions
An Occupied Property that is:	
M/N	All the residents are students
P	At least one liable person is a member of a visiting force
S	All the residents are less than 18 years of age
U	All the residents are severely mentally impaired
V	At least one liable person is a foreign diplomat
W	The property is annexed to a family home and occupied by that family's elderly or disabled relatives

### Am I entitled to a Discount?

The Council Tax bill assumes that there are at least two adults living in a property, but if there is only one adult living in a property as their main home they can apply for a 25% discount. If there is more than one adult living in a property, other adults may not be counted for Council Tax if they are:

- Full-time students, student nurses or apprentices
- Members of visiting forces or certain international institutions
- Being looked after in care homes
- Severely mentally impaired
- Staying in certain hostels or night shelters
- In prison (except those in prison for non-payment of Council Tax or a fine)
- 18- & 19-year-olds at school or just left, where child benefit is still in payment
- Caring for someone with a disability who is not their spouse, partner or child under 18
- Permanently resident in hospital
- Some care workers, usually for charities
- Members of religious communities, such as monks or nuns

#### Other discounts may apply if:

- The property is unoccupied because of undergoing major structural repair to render it habitable.
- You must live elsewhere as a condition of your job,
- The property is an annexe which is used as part of the main property or is used by a relative of the occupier of the main property as their sole or main residence.
- The Council also has discretion to reduce the amount of Council Tax payable for situations that are not covered by national discounts and exemptions. This can be used for individual cases, or to locally determined classes of property.

**Find out more and to make an application, please visit our website.**

### Check Your Council Tax Discounts

If you receive any discounts, reductions, or exemptions, you must report any changes within 21 days. Common changes include:

- Someone over 18 moving in or out
- Children turning 18 while you still claim Single Person Discount
- Has someone within the household become a student? They are NOT automatically exempt.

This list is not exhaustive. Providing false or misleading information may be considered fraud and could lead to investigation or prosecution. If in doubt, contact the Revenues Team at [revenues@scams.gov.uk](mailto:revenues@scams.gov.uk) or call 01954 713000.

**More information about Council Tax can be found at [www.scams.gov.uk/council-tax](http://www.scams.gov.uk/council-tax)**