



**SCARBOROUGH BOROUGH COUNCIL  
APPLICATION FOR SOLE VILLAGE SHOPS  
AND POST OFFICES**

The scheme applies to non-domestic properties situated in rural settlements which have a population of less than 3000. Further details of the scheme are given in the attached notes.

|   |
|---|
| Address for which relief is claimed<br>.....<br>.....Post Code..... |
|---|

|                           |  |
|---------------------------|--|
| Property Reference Number |  |
| Rateable Value            |  |

|  |
|--|
| Brief description of the business/trade<br>.....<br>.....<br>..... |
|--|

1. Do you wish to claim MANDATORY RELIEF YES/NO

*Applicable to sole village shop or post office with a rateable value of no more than £8,500.*

2. Do you wish to claim DISCRETIONARY RELIEF YES/NO

*Applicable to non-domestic properties with a rateable value of no more than £16,500. In order for your claim to be considered fully, further information about your business should be included to support your claim.*

This form should be completed and returned to Scarborough Borough Council, PO Box 147, Scarborough, YO11 2HG. If you require further information please contact the Local Taxation Section on tel no 01723 232378.

|   |  |
|---|--|
| Name of Ratepayer                           |  |
| Signature & Date                            |  |
| Capacity (eg Owner/Manager etc)             |  |
| Telephone Number                            |  |
| Address for Contact (if different to above) |  |

# **SCARBOROUGH BOROUGH COUNCIL**

## **RURAL RATE RELIEF INCLUDING VILLAGE SHOPS** **AND** **POST OFFICES**

Rural Rate Relief was introduced in England and Wales on 1 April 1998. It applies to properties that are situated in any of the rural settlements shown in the Rural Settlement List (attached).

The List shows all village and parishes where the population of any settlement is not more than 3000. The list is based on the 'Right to Acquire' Scheme for designated rural areas, as set down in the relevant legislation, the Local Government and Rating Act 1997 and the Non-Domestic Rating (Rural Settlements) (England) Order 1997. A map showing the defined areas is available for inspection at the Town Hall, Scarborough.

Originally the scheme was only open to occupiers of a sole general store or post office within a rural settlement. With effect from 15 August 2001 this scheme was extended to pubs and petrol stations, for which the Local Authority provide a separate application form. The scheme also extended from the same date to any qualifying store with a rateable value equal to or less than the threshold (£8,500 with effect from 1 April 2010). A qualifying store is a trade or business consisting wholly or mainly of retail sale of food for human consumption (excluding catering and confectionery). There may be more than one qualifying shop in a settlement.

### **The Scheme has two elements –**

#### **1. Mandatory Rate Relief**

A rate reduction equal to 50% of the chargeable amount can be granted in any one year in respect of a non-domestic property where –

- a) It is a sole village shop or post office within the rural settlement area.
- b) It has a rateable value of not more than £8500

If Mandatory Rate Relief is granted for a Public House or Petrol Filling Station and another such business opens during the year, the rate relief will continue for the original business up to the end of the particular financial year.

#### **2. Discretionary Rate Relief**

The Billing Authority (Scarborough Borough Council) has powers to grant relief at its own discretion for –

- a) Properties which qualify for Mandatory Relief (see 1 above)
- b) Any other non-domestic property in the rural settlement where –
  - It has a rateable value of not more than £16,500 and;

- The property is used for purposes which are of benefit to the local community and,
- It would be reasonable for the Billing Authority to grant relief having regard to the interests of its Chargepayers.

When considering and determining the award of Discretionary Relief, the Council will take the following into consideration –

1. The extent to which the business benefits the local community.
2. The extent to which the business provides services directly to the local community (eg Post Office, Garage, Blacksmiths, Public Houses)
3. The extent to which all or a majority of customers of the business are from the local community.
4. Whether the business is a retail outlet.
5. Whether the business is already receiving Hardship Relief
6. Whether there is some special or overriding reason justifying the award of Discretionary Relief.
7. If the granting of Relief would significantly add to the viability of the business.

You are invited to submit information having regard to these matters, including where appropriate, your last two years Accounts or other financial information.

In submitting further information please note that an application based solely on the fact that the business is the sole public house or petrol filling station in an area may not succeed, particularly if the business would be entitled to 50% Mandatory Relief. You may be required in such cases to provide an additional or special factor to justify an award of Discretionary Relief.

Applicants should therefore pay particular attention to item (6) of the above list and identify any special or overriding factors.

## **How to apply**

1. Complete the application form on the front page.
2. If you are applying for Discretionary Rate Relief please return the application form with a covering letter outlining how your business fits the criteria above.
3. To support a Discretionary Rate Relief claim, please provide copies of your last two years Trading Accounts.
4. Return application to –  
Local Taxation Office  
PO Box 147  
St Nicholas Street  
Scarborough  
YO11 2ZG

## SCARBOROUGH BOROUGH COUNCIL RURAL SETTLEMENT LIST

|                        |                        |
|------------------------|------------------------|
| <b>AISLABY</b>         | <b>LEALHOLM</b>        |
| <b>BORROWBY</b>        | <b>LEBBERSTON</b>      |
| <b>BROMPTON</b>        | <b>LITTLEBECK</b>      |
| <b>BROXA</b>           | <b>LYTHE</b>           |
| <b>BURNISTON</b>       | <b>MICKLEBY</b>        |
| <b>CASTLETON</b>       | <b>MUSTON</b>          |
| <b>CAYTON</b>          | <b>NEWHOLM</b>         |
| <b>CLOUGHTON</b>       | <b>NEWTON MULGRAVE</b> |
| <b>COMMONDALE</b>      | <b>OSGODBY</b>         |
| <b>CROSSGATES</b>      | <b>PORT MULGRAVE</b>   |
| <b>DANBY</b>           | <b>RAVENSCAR</b>       |
| <b>DUNSLEY</b>         | <b>REIGHTON</b>        |
| <b>EAST AYTON</b>      | <b>ROBIN HOODS BAY</b> |
| <b>EAST BARNBY</b>     | <b>ROXBY</b>           |
| <b>EGTON</b>           | <b>RUNSWICK BAY</b>    |
| <b>EGTON BRIDGE</b>    | <b>RUSWARP</b>         |
| <b>ELLERBY</b>         | <b>SANDSEND</b>        |
| <b>ESKDALESIDE</b>     | <b>SAWDON</b>          |
| <b>FLIXTON</b>         | <b>SEAMER</b>          |
| <b>FOLKTON</b>         | <b>SILPHO</b>          |
| <b>FYLINGDALES</b>     | <b>SLEIGHTS</b>        |
| <b>GLAISDALE</b>       | <b>SNEATON</b>         |
| <b>GOATHLAND</b>       | <b>SNEATONTHORPE</b>   |
| <b>GOLDSBOROUGH</b>    | <b>SPEETON</b>         |
| <b>GRISTHORPE</b>      | <b>STAINSACRE</b>      |
| <b>GROSMONT</b>        | <b>STANTONDALE</b>     |
| <b>HACKNESS</b>        | <b>STAITHES</b>        |
| <b>HARWOOD DALE</b>    | <b>SUFFIELD</b>        |
| <b>HAWSKER</b>         | <b>UGGLEBARNBY</b>     |
| <b>HINDERWELL</b>      | <b>UGTHORPE</b>        |
| <b>HUNMANBY GAP</b>    | <b>WEST AYTON</b>      |
| <b>HUTTON BUSCEL</b>   | <b>WEST BARNBY</b>     |
| <b>HUTTON MULGRAVE</b> | <b>WESTERDALE</b>      |
| <b>IRTON</b>           | <b>WYKEHAM</b>         |
| <b>LANGDALE END</b>    |                        |

This list has been compiled in accordance with the Local Government & Rating Act 1997. A map showing the defined areas is available at The Town Hall, St Nicholas Street, Scarborough.