



Notification of Draft
Decisions Thursday, 25 June 2026

**Notice of Draft
Decisions of Cabinet Member for Finance Decision Meeting -
Thursday, 25 June 2026**

1. Cabinet Member Introduction

Councillor Patrick Coleman, Cabinet Member for Finance, welcomed the public to the meeting and asked the responsible officer and other officers present to introduce themselves.

The Cabinet Member for Finance confirmed that the purpose of the meeting was to consider two reports:

1. An application for a Section 13A Council Tax Discount
2. Three new applications and thirteen renewal applications for Discretionary Rate Relief submitted under Section 47 of the Local Government Finance Act 1988 for the financial years 2026/2027.

It was noted that, in accordance with Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public would be excluded from the meeting during consideration of the second decision on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 as per of Part 1 of Schedule 12A to the Local Government Act 1972, but that a public summary of the decision would be published following determination of the matter.

An application for a Section 13A Council Tax Discount

3. Declarations of Interest

There were no declarations of interest.

4. Officer overview of the Application for a Section 13A Council Tax Discount report

The Head of Environment Protection, Revenues & Benefits introduced the report which asked the Cabinet Member for Finance to consider an application for



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Discretionary Council Tax discount submitted under Section 13A of the Local Government Finance Act 1992, as amended.

The application related to the applicant's former address, which had been vacated in September 2023. During the relevant period, the applicant had been financially supported by their elderly parents. Although the applicant may have been eligible for Council Tax Support and other welfare benefits at the time, no claims had been made due to mental health and related medical issues.

The applicant was currently in receipt of Universal Credit and Personal Independence Payment at their present address and was in receipt of full Council Tax Support. It had been advised that the applicant was unable to increase their income due to ongoing health conditions.

An income and expenditure assessment indicated a marginal surplus; however, this was not considered sufficient to absorb unforeseen or additional essential expenditure. The applicant had no savings available to meet the outstanding liability. A payment of £8.44 had been made towards the Council Tax arrears, leaving a remaining balance of £632.98.

The case was presented for consideration under the Council's discretionary powers to determine whether further relief should be granted in respect of the outstanding arrears.

5. Confirmation of Comments

No additional comments had been received since the publication of the agenda.

6. Public Questions

There were no public questions.

7. Cabinet Member Questions

The Cabinet Member for Finance sought clarification on whether the applicant continued to reside within the Council's district, which was confirmed by officers.



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Further clarification was requested regarding the period of Council Tax liability, with the Cabinet Member noting that the arrears appeared to relate to the period prior to April 2024, specifically referencing the 2023/24 charge of £641.42.

The Cabinet Member also queried whether the applicant was currently able to meet ongoing Council Tax liabilities. The Lead officer confirmed that the applicant was in receipt of full Local Council Tax Support and had limited income, with no surplus available to address the outstanding debt.

The Cabinet Member noted the options available to the decision-maker under the report—namely the award of a full discount, partial discount, or no discount—and expressed thanks to officers for the clarity and completeness of the report, noting that the level of detail provided was appropriate while maintaining necessary confidentiality.

8. Decision

The Cabinet Member confirmed that, having taken into account the information contained within the report and the responses provided to questions raised, they were satisfied they were in a position to make a decision.

It was stated that, in reaching the decision, all relevant factors had been taken into account, including the particular circumstances and needs of the individual concerned and the very limited prospect of the applicant being able to obtain any further significant funds to contribute towards the outstanding debt.

The Cabinet Member declared that he accepted the recommendations of the officer and APPROVED the application for Discretionary Council Tax Discount as submitted in the report.



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Applications for Discretionary Rate Relief submitted under Section 47 of the Local Government Finance Act 1988 for the financial years 2026/2027.

10. Declarations of Interest

There were no declarations of interest.

11. Officer Overview of the Applications for Discretionary Rate Relief

Before moving into private session to discuss the details the officer outlined the applications for discretionary rate relief which had been made. It was noted that the applications concerned the following wards: St. Michaels, Bourton Vale, Bourton Village, Watermoor, Ermin, Moreton West, Lechlade, Kempsford and Fairford South, Kemble, and Fairford North.

The Cabinet Member for Finance was asked to determine three new applications and thirteen renewal applications for Discretionary Rate Relief submitted under Section 47 of the Local Government Finance Act 1988 for the financial years 2026/2027.

It was stated that the applications concerned the following entities:

1. Headspace
2. GWAS Ambulance
3. Bourton Gymnastics Club Ltd
4. Palmer Hall Management
5. Churn Project
6. Cirencester Opportunity Group
7. New Brewery Arts Ltd
8. Bourton-on-the-Hill Old School Village Hall
9. Lechlade Library Ltd
10. North Cotswold Foodbank
11. Heart Safe Clinical Academy
12. The Village Committee
13. Trustees Old School Committee
14. Cirencester Citizens Advice

The officer recommended that the Cabinet Member for Finance approve the proposed Discretionary Rate Relief applications because the entities were carrying



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out activities which either support the Council's priorities or had provided evidence of financial circumstances which met the criteria to justify an award.

12. Confirmation of Comments

No additional comments had been received since the publication of the agenda.

13. Matters Exempt from Publication

The Cabinet Member confirmed that, in accordance with Section 100A(4) of the Local Government Act 1972, I move that the press and public be excluded from the meeting for the following item(s) of business, on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

The meeting then moved into private session.

15. Cabinet Member Questions

There were no Member questions for clarification.

16. Decision

The Cabinet Member stated that, having considered all the evidence presented, they accepted the recommendations of the officer and APPROVED the three new applications and thirteen renewal applications for Discretionary Rate Relief in relation to business rates liabilities for the 2026/27 financial year.

Date of Publication: 25 June 2026
Closing Date for Call-In: 3 July 2026
Action Embargoed until: 4 July 2026.