

**Legal and Democratic Services**

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21 January 2014

**SUMMONS TO ATTEND**

**MEETING WITH THE CABINET MEMBER RESPONSIBLE FOR RESOURCES**

**PLACE:** COMMITTEE ROOM 2, COUNCIL OFFICES, WOODGREEN,  
WITNEY

**DATE:** WEDNESDAY 29 JANUARY 2014

**TIME:** 9.00 AM

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Councillor: Mr S J Hoare – all other Members for information

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**A G E N D A**

1. **Notice of Decisions at the meeting held on 24 July 2013 (previously circulated)**
2. **To resolve that the public be excluded from the meeting during consideration of exempt information**
3. **Write Offs 2013-2014 (Report of Frank Wilson, Strategic Director – copy attached)**

Purpose:

To give details of account balances written off by the Strategic Director under delegated authority and to seek approval to write off account balances of more than £300.

Recommendations:

- (a) That the debts shown in Appendix 1 which have been written off under the delegated authority of the Strategic Director be noted.
- (b) That the debts shown in Appendix 2 be written off.
- (c) That the debts shown in Appendix 3 that has been written off due to the debtor being formally made insolvent be noted.

**4. Discretionary Rate Relief (Report of the Joint Head of Revenues and Benefits – copy attached)**

Purpose:

To consider new applications for Discretionary Rate Relief for the 2013/14 Business Rates Year, and renewal applications for the Business Rates Year 2014/15.

Recommendation:

That Discretionary Rate Relief be awarded as recommended in Appendix A to the report.

David Neudegg  
Chief Executive

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