

Your Council Tax bill explained

COUNCIL TAX

2025/2026 Bill

Your account number

Your account number. Keep this safe to manage your Council Tax account, either online or by phone.

Person(s) responsible for the bill. In most cases this will also be the address that the Council Tax bill is for.

FIRST NAME SURNAME
ADDRESS LINE 1
ADDRESS LINE 2
SOUTHAMPTON
POSTCODE

If the bill is for a different address it will appear here.



Payment Line: (023) 8083 3001
www.southampton.gov.uk/counciltax
Local Taxation Services,
Civic Centre,
Southampton,
SO14 7LY
Submit an enquiry:
www.southampton.gov.uk/counciltaxenquiry
Tel: (023) 8083 3009

Property subject to council tax:

Date of Issue: 03 March 2025

Your property is in Council Tax band A. The 2025/2026 tax for this band is £ xxx an increase of x.x% on the previous year. The tax is made up as follows:

Southampton City Council*	£ xxxx	(increase of x.x % on last year)
Police and Crime Commissioner for Hants	£ xxxx	(increase of x.x % on last year)
Hampshire Fire Authority	£ xxxx	(increase of x.x % on last year)

* The Council Tax attributable to Southampton includes a precept to fund adult social care.

Your Council Tax band and breakdown of the contribution towards services. More information at: southampton.gov.uk/counciltaxbands

Council Tax owed from previous tax years. This is not included in the instalment plan below and must be paid as soon as possible.

Council Tax for period
less 25% discount single occupier
Less Payment Received

Amount payable for 2025/2026

£ XXXX

Balances outstanding for other financial years £ XXXX

INSTALMENT PLAN

YOUR COUNCIL TAX BILL IS PAYABLE ON THE 1ST AS FOLLOWS:

Details of your plan, showing the dates when you need to pay each instalment by and the amount due by each date. To view our payment options, see enclosed sheet or visit southampton.gov.uk/waystopay

01.04.2025	£XXXX	01.09.2025	£XXXX
01.05.2025	£XXXX	01.10.2025	£XXXX
01.06.2025	£XXXX	01.11.2025	£XXXX
01.07.2025	£XXXX	01.12.2025	£XXXX
01.08.2025	£XXXX	01.01.2026	£XXXX

Total amount you need to pay for the period of the year, and includes any discounts, reductions or exemptions awarded to you. This also can include any payments made from the previous Council Tax year.

Council Tax Explanatory Notes

Finding out more about your Council Tax

The Valuation Office Agency (VOA) maintains the Council Tax Valuation List. This includes placing new properties within a Council Tax band and changing bands for properties when necessary.

To understand why your property is in a certain band, please go to GOV.UK and search: 'How domestic properties are assessed for Council Tax bands'.

Adult Social Care precept

The Southampton City Council charge on the Council Tax bill includes the overall change attributable to the adult social care precept.

For more information please visit:

www.southampton.gov.uk/counciltaxbands

You can see more information on how your council Tax Band is calculated and an explanation of your bill here:

Council Tax bands – [www.southampton.gov.uk/council- tax/information/bands](http://www.southampton.gov.uk/council-tax/information/bands)

Understanding your bill – www.southampton.gov.uk/counciltaxbillhelp

Paying over 12 monthly instalments

Your Council Tax bill is split into ten monthly payments from April to January. If you would like to change to 12 monthly instalments, please contact us:

www.southampton.gov.uk/counciltaxenquiry

Privacy Policy

We only share your information with other organisations (including the Office of National Statistics) or council departments if deemed necessary. We may also share it to prevent, investigate or prosecute criminal offences, or as the law otherwise allows. Our Privacy Policy explains how we handle your personal data:www.southampton.gov.uk/counciltaxprivacy

Discounts, reductions, and exemptions

To see the full list of discounts and to apply for any of the discounts, reductions or exemptions listed below, visit: www.southampton.gov.uk/council-tax/discounts-exemptions

Remember: If you apply, you will still have to pay the amount stated on your bill until we make a decision.

Reduction for those on low income/benefits

We can review your income and circumstances to see whether the amount you pay can be reduced.

You can apply for Council Tax Reduction here:

www.southampton.gov.uk/apply-hb-ctr/

Properties exempt from Council Tax

While all properties have to register for Council Tax, you don't have to pay if everyone living in the property is on the exemption list.

The main groups are:

- Full time students, student nurses, apprentices and youth training trainees
- Under 18 years old
- Severely mentally impaired
- Diplomats & certain dependants
- Dependant relatives in self-contained parts of the property (e.g. granny annexe)
- Patients living in hospital / care homes

Single Person Discount

Council tax is based on at least two adults (18 years old or over) living in the property. If you live on your own or all other adults in the property are on the exemption list, you can get 25% off your bill.

Reduction for disabled people

You may be entitled if you, or someone who lives at your property, are disabled and the property has certain features.

Reduction for Care Leavers

Care Leavers up to the age of 25 years old may be entitled for a reduction on their Council Tax.

Empty properties

A Council Tax premium will be charged if a property has been empty and unfurnished for:

Between one and five years - an additional 100% Council Tax is payable

Between five and ten years - an additional 200% Council Tax is payable

Over ten years - an additional 300% Council Tax is payable

Second Home Premiums

From 1st April 2025 dwellings that are furnished and have no resident will incur a 100% premium. More information can be found here:

www.southampton.gov.uk/emptyproperties/

Paperless Billing

We have now moved to paperless billing for all of our customers, these are sent by email with a link to view a PDF copy of your correspondence. You can download and save the bill for your records.

If you are still receiving paper bills, you can opt in to paperless billing by completing the form at [Submit a Council Tax enquiry](#) selecting the option 'Request to Opt in to paperless Billing'. Please note – you will need your Council Tax account number to complete the form. You can find this on your Council Tax bill.

You can access more information about paperless billing and opt in to receive paperless bills using the QR code below:



Do you have an online Council Tax account?

Sign-up for an online Council Tax account.

Having an online account will allow you access to your account at any time. You will be able to:

- View bills online including the balance outstanding and see previous payments
- Request payment by or amend an existing Direct Debit
- Notify us of a change of address
- Make an arrangement to pay

Sign-up here: www.southampton.gov.uk/counciltaxonline