

APPENDIX C

NAME	AMOUNT	DEPARTMENT	REASON
Ms Daniela Neto & Mr O K Nwannenah	£2,326.04	GI	The invoices for nursery accounts are issued for a set period as specified by the nursery. In this case the customer was invoiced for the period 3.9.12 up to 31.12.12. Nurseries specify that payments can be made by monthly instalments to match the receipt of childcare vouchers and salary payments. In this case the initial invoice was for £4,789.67. Following this instructions were received to reduce the invoice on 10.10.2012 by £167.70 due to an overcharge, on 26.11.2012 by £1509.93 as place was terminated and on 19.12.2012 by 786.00 utilising the deposit paid to reduce the amount outstanding. This left a balance of £2326.04. No payments were received. Recovery action was taken and the court process followed with a judgement awarded to the Council. However, it was not possible to trace the debtor. The case was referred to an enforcement agent but again their attempts to trace the debtor were unsuccessful so the case was referred for write off.
Mr Naghmi Maik	£2,007.33	GI	The debt was for a "works in default", i.e. where the owner had not carried out the required work and the Council had had to carry it out. The invoice was issued 31.07.2012. No payments have been received. Recovery action taken was taken including the award of a court judgement to the Council. However, it was not possible to trace the debtor. The case was referred to an enforcement agent but again their attempts to trace the debtor were unsuccessful so the case was referred for write off.
Mr Jamil Ahmed	£1,874.06	NNDR	Account opened on 01.01.2013 and closed on 15.08.2013. The case was referred to an enforcement agent on 13.06.2013. The files were returned from the enforcement agent to establish if ratepayer resides at the forwarding address on 29.10.2013. A new bill was issued but was returned and there was no trace on external databases on 05.02.2014. Further searches produced the same negative results on 01.08.2014. The account passed for write off 11.09.2015.
Mrs Eileen Easton	£1,732.99	NNDR	Account opened on 31.12.2012 and closed on 01.08.2013. Referred to enforcement agent on 07.08.2013. Enforcement agent went to property and could not find the ratepayer, they returned the case 18.09.2013. It has not been possible to trace the debtor with searches carried out from September 2013 to September 2015. The account passed for write off 11.09.2015.

Mrs Saroj Bala Kanda	£1,670.33	NNDR	Account opened on 30.10.2010 and closed on 05.02.2013. Account sent to the enforcement agent in 03.06.2011. The enforcement agent was unable to find the debtor and subsequent searches also failed. As a consequence the account was submitted for write off on 8.09.2015.
Mr David Marks	£1,664.72	NNDR	Account was opened on 1.07.2008 and closed on 01.04.2009. Referred to enforcement agent on 03.02.2010. Returned from enforcement agent as rate payer was not at address on 22.03.2010. An address for the debtor was found in Epping, however the enforcement agent returned from address as ratepayer had moved away. Epping Council stated he moved back to Redbridge 17.12.2013. Redbridge provided a forwarding address; however the debtor was found not to live there. Further attempts to trace the debtor have not been successful and the account was passed for write off on 8.9.2015.
Mr Steven Wicks	£1,624.07	NNDR	Account opened on 11.09.2000 and closed on 01.01.2010 following a split of the premises. The period of liability is 11.09.2000 is to 01.01.2010. Business rates was last paid on 26.12.2007 and that payment cleared the balance for 2007/08. The Council received no payments after this. The period from 1.04.2009 to 1.01.2010 was covered by relief and the period from 1.04.2008 to 01.04.2009 was unpaid. Therefore the amount written off was £1,624 for one financial year. The debt was referred to an enforcement agent on 20.09.2008 following no contact from Mr Wicks. Two bills were returned from a forwarding address on 7.04.2009. Further searches failed to provide a new address. Debt passed for write off on 24.04.2015.
Ms Marion Waruguru	£1,607.19	NNDR	Account was opened on 19.05.2009. The liability period is 30.11.2008 to 24.08.2009. Throughout this period the property remained empty and no forwarding address was established. The debt was issued to enforcement agent on 19.10.2009 and was returned on 23.03.2010 as the debtor was not traced. Further searches established a forwarding address but despite this the enforcement was unable to collect and the debt was returned in January 2014. Further searched failed to produce a new address and the debt was passed for write off.
Miss Alexandra Thomas	£1,490.50	GI	The debt relates to the overpayment of wages. The initial invoice was issued 15.01.2014. Recovery action has been taken up to and including court action with the award of a judgement to the Council. The debt was referred to a debt collection agency and the debtor made an arrangement of £25.00 per month. However after 5 months the debtor defaulted. Further attempts to trace and contact the debtor were unsuccessful and the case was consequently referred for write off.

Ms Rachal Socrates	£1,442.97	NDR	Account was opened on 18.01.2012. Liability period was 1.01.2012 to 31.07.2013. The debtor informed the Council she had vacated and bills were issued to the forwarding address provided. However, these bills were returned on 12.06.2013. Further searches failed to find the debtor, the debt was passed for write off on 1 August 2015.
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