

## PART 1 Report

### Appendix A

**Total debt for write off: £55,528.28**

Date	Account events and actions
12 <sup>th</sup> July 2017	A bill in the sum of £55,856.96 was issued.
15 <sup>th</sup> August 2017	The first instalment was not paid and a reminder notice was issued.
31 <sup>st</sup> August 2017	Failure to pay the reminder notice resulted in a summons being issued for the full financial year (plus costs).
26 <sup>th</sup> Sept 2017	The Court Hearing took place on the 26 <sup>th</sup> September and a Liability Order for the full balance was obtained.
27 <sup>th</sup> September 2017	A statutory 7 day letter requesting full payment was issued to the company.
5 <sup>th</sup> October 2017	The account was referred to the council's Enforcement Agents (Equita).
	Equita also issued correspondence to the company and visited both the Blackburn trading address and the Head Office.
31 <sup>st</sup> Jan 2017	<p>The Council received notification from the Mall that the company was no longer trading with effect from 1<sup>st</sup> December 2017.</p> <p>An amended bill was issued to reflect a 3 months empty property exemption.</p>
5 <sup>th</sup> March 2018	The annual bill was issued for the new financial year. This charge was for the empty property rates accruing at the premises.
12 <sup>th</sup> April 2018	The first instalment was not paid and a reminder notice was issued.
30 <sup>th</sup> April 2018	Failure to pay the reminder notice resulted in a summons being issued for the full financial year (plus costs).
	<p>These two documents were subsequently returned by the Royal Mail. As a consequence, due to the failure to serve the documents correctly, we were obliged to withdraw the action on the account.</p> <p>After reviewing the account details there seemed no reason for the documents not to be accepted. The decision was therefore taken to reissue the recovery notices.</p>

29 <sup>th</sup> May 2018	A reminder notice for the first and second instalment was issued.
14 <sup>th</sup> June 2018	The reminder notice was not paid and a summons was issued for the full financial year (plus costs).
	<p>These two documents were subsequently returned by the Royal Mail. As a consequence, due to the failure to serve the documents correctly, we were obliged to withdraw the action on the account.</p> <p>After reviewing the account details there seemed no reason for the documents not to be accepted. The decision was therefore taken to reissue the recovery notices.</p>
26 <sup>th</sup> June 2018	A reminder notice for the first and second instalment was issued.
12 <sup>th</sup> July 2018	The reminder notice was not paid and a summons was issued for the full financial year (plus costs)
16 <sup>th</sup> July 2018	The Business Rates Team received a notice to state that the Registered Office had changed to Companies House.
24 <sup>th</sup> July 2018	<p>The Business Rates Team received notification that there was to be a Compulsory Strike Off from Companies House.</p> <p>An objection letter was issued by the Business Rates Team, stating that monies were still owed to the Council.</p>
1 <sup>st</sup> August 2018	The case was returned from the Enforcement Agents. This stated that the Business address and the Head Office had both been visited, however, no contact was ever made with the company or their representatives.
25 <sup>th</sup> August 2018	The Business Rates Team received notification that the Compulsory Strike Off had been suspended as per our objection.
19 <sup>th</sup> March 2019	The Business Rates Team received notification that the company had been dissolved.