

Name
Address 1
Address 2
Address 3
Address 4
Postcode

Date :7th October 2025

Dear

Re: Council Tax Support and Changes to Benefit Income

You have recently claimed Universal Credit, or you may have been asked to transition to Universal Credit as part of a national change. We are writing to inform you that this change may affect the amount of Council Tax Support you receive, which could result in an increase to your Council Tax bill.

Council Tax Support is calculated based on your weekly household income. However, please note that the following elements are not included in this calculation:

- The Housing Costs element of your Universal Credit
- The Childcare element of your Universal Credit
- Any Housing Benefit received for living in supported accommodation
- Disability Living Allowance (DLA) or Personal Independence Payment (PIP)

It is important to keep up to date with your Council Tax instalments. Failure to do so may result in court costs and enforcement action.

If you are concerned about your ability to pay Council Tax, you may be eligible for additional financial assistance. You can apply online for support through the Discretionary Crisis Fund:

<https://www.bathnes.gov.uk/apply-discretionary-crisis-scheme>

Yours sincerely

Welfare Support Team

Bath and North East Somerset Council