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From: [Aimee Sims](#)

Sent: 14 October 2020 13:42

To: [Tom Graham](#)

Subject: Council Tax: Annexe at Newlands House, Church Road, Great Hallingbury, Bishops Stortford, CM22 7TS

Good afternoon Tom,

Further to our telephone conversation yesterday, I thought I should follow-up with an email as I haven't heard from you.

We already have all of the information provided to the planning team as part of the application for a certificate of lawfulness and the earliest tenancy agreement I've seen commenced in June 2015. However, Mr Rawlings told my colleague recently that he himself had occupied the annexe for a period of six before Newlands House itself was complete and occupied. Unless Mr Rawlings can provide exact dates, my intention is to refer the annexe for inclusion in the Council Tax valuation from 05 April 2013 and treat it as occupied by Mr Rawlings for the period 05 April 2013 to 05 October 2013.

Mr Rawlings then occupied Newlands house from 05 October 2013 so the annexe will be treated as unoccupied until the earliest tenancy commencement date on 20 June 2015.

I look forward to hearing from you soon.

Yours sincerely,

Aimee Sims | BSc (Hons) PgCert IRRV Dip | Senior Revenues Officer

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