

Appendix 1 Request to write off debt

Debtor Name	CT
Account reference	T802291
Debtor Contact	Not known
Invoice amount	£6,340.96
Date of issue	10.11.2025
Outstanding balance	£6,340.96
Reason for write off <i>(deceased/insolvent/absconded/statute barred/uneconomical to pursue)</i>	Uneconomical to pursue as resident is unemployed, mentally unwell, and has no recourse to public funds.
Recovery action taken <i>(include dates of letters sent and other attempts)</i>	CT was referred to White House for housing, and the housing team were expecting them to be eligible for benefits. After a lengthy process, and several appeals, the DWP stated that they were not eligible for benefits/public funds. They were too unwell to be employed and when they left the White House they were sectioned under the mental health act.
Requested by	Vicki Ellis
Date	6.8.2026
Request sent to Committee (Under £3k Group Head, over is Committee)	

Debtor Name	AW
Account reference	Customer number: 044273 Invoice number: 0000318681
Debtor Contact	Not known
Invoice amount	£3,999.96
Date of issue	02.10.2019
Outstanding balance	£3,999.96
Reason for write off Details of charges: 01 April 2019 to 31 March 2020 Reason for W/O:	This was the fee for the licence of the land at Bugle Fishing Lake for use by the Fishing Club. It relates to the period 1 st April 2019 to 31 st March 2020 and as the debt is now over 7 years it is now too old to collect. The customer

<i>(deceased/insolvent/absconded/statute barred/uneconomical to pursue)</i>	has absconded. The Council instructed legal to recover the arrears at the last known address of the former Tenant, but they were no longer residing at the address and could not be traced.
Recovery action taken	The matter predates current staff, but it is understood the tenant absconded and no one has managed to collect the outstanding rent. Legal were involved but also failed to elicit any response.
Requested by	Lucy Penney/Sian Bowen
Date	27.8.2026
Request sent to Committee (Under £3k Group Head, over is Committee)	