



**IPSWICH**  
BOROUGH COUNCIL

The Shared Revenues Partnership  
Grafton House  
15-17 Russell Road  
Ipswich  
IP1 2DE

[www.ipswich.gov.uk](http://www.ipswich.gov.uk)  
[business.rates@ipswich.gov.uk](mailto:business.rates@ipswich.gov.uk)

26<sup>th</sup> March 2020

Name  
Address

### **Business Rates - Business Support Grants Fund**

Dear Sir/Madam

#### **RE: Property Address**

In response to COVID-19, the Government announced that it would provide additional funding to support small businesses that already pay little or no business rates.

**Your business, at the above address, has been identified as qualifying for a one-off grant of £10,000.**

The grant is awarded to businesses currently eligible for Small Business Rate Relief or Rural Rate Relief, to help meet their ongoing business costs.

Business properties which are occupied for personal use, such as private stables, car parking spaces, beach huts and moorings, will not be eligible for the grant

For those of you that have also received a BID levy charge (to fund the work of Ipswich Central), we are working with Ipswich Central and their industry body to lobby Government to extend the discount for retail, leisure, and hospitality businesses so that it covers this levy as well. But for the moment, pending any government announcement, the levy money is still owed. However, it is the joint recommendation of the Council and Ipswich Central that, in order to allow Government the time required to reach a definitive decision on this matter, **businesses in the retail, hospitality, and leisure sectors will not have their levy payments enforced until, at least, 30th June 2020.** Therefore, whilst the due date for payment remains unchanged as set out in the BID Regulations (2004) England, it is not the intention of Ipswich Borough Council or Ipswich Central to send reminders or take action against any business in those sectors prior to 30th June 2020. For the avoidance of doubt, however, should Government not take up our recommendations, the levy for this sector should be paid by 30th June 2020 and, for other levy payers, the due date remains as existing (30<sup>th</sup> April 2020). Once we have received further guidance from Government we will be in contact with you, and were these remain due and owing, we will work with you to make arrangements for the required payments not made during this period.

The grant is based on the information we held on 11 March 2020. Please inform us at [business.rates@ipswich.gov.uk](mailto:business.rates@ipswich.gov.uk) if you were not the ratepayer on this date as you will not be entitled to the grant and you will be liable to repay the grant in full if this is the case.

To obtain the grant you will need to provide the Council with some information, including your bank details. Please go to <https://www.ipswich.gov.uk/businessratesgrant> and complete the application form. **If you do not fully complete the application the grant will be delayed.**

We will pay the grant directly into your bank account as quickly as possible once we have received the funding from Government.

If you need further information, please see the Government website:

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-business-support-grant-funding>

**Andrew Wilcock**  
SRP Operations Manger

A handwritten signature in black ink, appearing to read 'Andrew Wilcock', followed by a period.