

## A platinum lining for this cloud

We have been awarded Platinum Partnership status by Xero, the leading cloud-based accounting software provider.

This cutting-edge platform enables business owners to run their business finances anytime, from anywhere, using any electronic internet enabled device.

Andrew Kershaw, Associate Director, says: "If you want to work smart and faster, with real time management information and simple reporting, cloud accounting is an ideal solution.

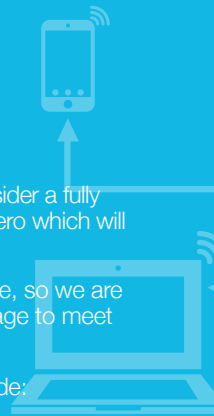
"We have a team of specialists who are fully trained on how to use Xero in order to give businesses the maximum benefit. HMRC's switch to digital accounting will impact on all businesses in the future,

so now is the ideal time to consider a fully automated digital solution like Xero which will make the transition far easier.

"Flexibility is built into our service, so we are able to create a bespoke package to meet our clients' requirements."

Advantages of using Xero include:

- Automated daily bank feeds
- Fast, simple and customised invoicing
- Real-time collaboration with us, your advisers
- Safe and secure
- Smart reports with links to transactions
- Dashboard that gives a clear financial overview
- No installation or IT maintenance required
- Pay as you go and no up-front costs.



xero

PLATINUM PARTNER

## Small business changes for Making Tax Digital

The introduction of a new digital tax system continues, but the businesses that this impacts and the timescales have changed following a government review.

The amendments to Making Tax Digital (MTD) now mean:

- Only VAT registered businesses will need to keep digital records and only for VAT purposes
- They will only need to do so from April 2019
- Businesses will not be asked to keep digital records or update HMRC quarterly for other taxes until at least 2020, instead of 2018 as originally proposed
- MTD will be available on a voluntary basis for the smallest businesses.

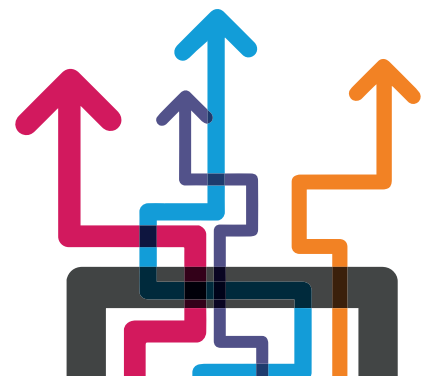
Andrew Kershaw, Associate Director, says: "As a result of the changes, three million small businesses will not be asked to keep digital records, or update the taxman quarterly, until at least 2020.

"But while it gives many businesses more time to prepare, standing still would be the worst thing to do. Failure to start the transition now could result in HMRC expecting quarterly updates while you may be learning the basics of digital record-keeping.

"Businesses of all sizes need to think about preparing for the upcoming changes sooner rather than later. Ultimately, MTD is your opportunity to introduce financial systems to regularly check income, expenses and profit in your business and help you make better decisions.

"Business owners that don't use online accounting software such as Xero should consider it as it will make the transition to MTD smoother and also give them access to software that will assist in the running of their businesses."

For more information about MTD and our Online Accounting packages contact Andrew Kershaw on 023 8046 1201 or email [andrew.kershaw@hwb-accountants.com](mailto:andrew.kershaw@hwb-accountants.com)



# Preparing for data protection law changes

Businesses need to be ready for significant changes in data protection laws.

From 25 May 2018, General Data Protection Regulation (GDPR) will mean all businesses holding personal data will need to ensure their procedures are fit for purpose and compliant.

Those businesses found to be non-compliant may face fines of up to €20 million – or 4% of annual global turnover.

The changes come as the huge growth of the digital economy now requires a more robust legal framework and businesses will have to adapt to higher standards for data protection.

"Many SMEs process a lot of personal data, but often do not have the resources to employ compliance teams or data protection officers," says Richard Bacon, head of IT.

"A data protection breach under GDPR could have significant financial consequences for a business and there are also reputation and liability risks to consider.

"It's fair to say many businesses will still be underprepared, so it's important to get to grips with the regulation now in order to ensure compliance."

Actions businesses can take include:

- Make sure the right systems are in place to detect data breaches and procedures are in place to report these breaches.
- Review customer-facing terms and privacy policies.
- Review contracts with processors to ensure they have robust provisions for record-keeping.
- Decide whether a Data Protection Officer needs to be appointed in-house. Alternatively, explore whether you could outsource the role.
- Ensure that the risk of penalties for non-compliance are fully understood at board level.

For further information on GDPR and achieving compliance, please contact Richard Bacon on 023 8046 1255 or email [richard.bacon@hwb-accountants.com](mailto:richard.bacon@hwb-accountants.com)



Richard Bacon



## New Probate Service is launched

We have launched a Probate Service as an offering to our clients, becoming one of the first accountancy practices to obtain a probate licence from the Institute of Chartered Accountants in England and Wales.

This complements our long-established Inheritance Tax specialism and puts us in a position to handle virtually all estate administration for our clients.

Our Probate Service covers the full spectrum of requirements, including Grant of Probate, Estate Administration and Planning, Inheritance Tax, together with the handling of funds with our in-house Head of Finance Administration to oversee this.

Stacey Steele and Director Tracy Jenkins have both qualified and are fully accredited with ICAEW.

Stacey says: "Handling an estate is not a 'one size fits all' process and we believe it is important to make sure clients receive the right advice and support, tailored to their circumstances.

"We are offering a bespoke, cost-effective and straightforward service

that sees through all aspects of estate administration for our clients, so we can assist with as much or little as possible.

"Suffering the loss of any loved one is hard enough and our service is tailored to clients' needs and gives them peace of mind during the administration process."

"Many of our clients are owner-managers, so their business and personal affairs overlap.

"It means, in the unfortunate circumstances where probate is needed, the process is simpler and speedier and we can help ease the burden on the family."

We are currently offering a one-hour free consultation to discuss our probate service and how we may be able to help. To find out more, please contact Stacey Steele on 023 8046 1234 or [stacey.steele@hwb-accountants.com](mailto:stacey.steele@hwb-accountants.com)



Stacey Steele

## Tax Enquiry Insurance

Don't forget to take out our Fee Protection Insurance to cover our professional fees in the event of an HMRC enquiry.

James Alesbury  
023 8046 1222  
[james.alesbury@hwb-accountants.com](mailto:james.alesbury@hwb-accountants.com)

## ATOL Reporting Accountant

We're an ATOL Reporting Accountant! So if you're ATOL Registered and need help give our specialist a call.

Alan Williams  
023 8046 1201  
[alan.williams@hwb-accountants.com](mailto:alan.williams@hwb-accountants.com)



# Tax Changes for Landlords

Private landlords need to be aware of the tax changes that have taken effect and will accelerate over the coming years, says Director Arthur Bell.

Since April 2017, the financial costs which may be deducted from residential property letting income by individual landlords is restricted meaning they are likely to see their tax bills rise.

Prior to April, for a residential property business all the interest and finance change relating to funding could be deducted, cutting the tax bill substantially.

A four-year phased delivery of changes to interest tax relief has begun. This year, 2017-18, landlords can claim 75% of finance costs, falling to 50% in 2018-19, 25% in 2019-20 and, by April 2020,

landlords will no longer be able to deduct their interest from their rental income.

However landlords will receive a tax credit equivalent to 20% of the lower of:

- Finance costs not deducted from income
- Income from the property business before interest
- Total income exceeding allowances.

Arthur explains: "Under the new system, higher rate tax payers will get a new tax credit which is less generous than the current tax relief for interest regime.

"The change in tax relief only affects private landlords, many of whom hold and let out their properties for the medium to long term, as a passive investor. Some

landlords who own a number of properties and operate their property business as a trade rather than investment may be considering transferring their properties into a limited company.

"However I would advise landlords considering the switch to do their research thoroughly and consider professional advice to avoid ending up worse off."

For further information about changes to tax relief for interest and Buy-to-Let properties, please contact Arthur Bell on 023 8046 1258 or email [arthur.bell@hwb-accountants.com](mailto:arthur.bell@hwb-accountants.com)



Arthur Bell

## Charity Governance Changes

The new Charity Governance Code was published earlier this year by the Charity Commission, giving higher standards for charities to aspire to.

The code sets out some key actions around good governance, including:

- Boards should regularly review the sustainability of income sources and business models and their impact on achieving charitable purposes.
- More oversight when dealing with subsidiary companies, registers of interests and third parties, such as fundraising agencies or commercial ventures.
- Urging charities to include a line in their annual accounts explaining if they have followed the code.

"Good governance is no longer an 'optional extra' and is now central to the effectiveness and longevity of any charity," explains Director Michaela Johns, who heads our not-for-profit team.

"It is essential that charities demonstrate good governance is in place, which may require a shift in culture for some.

"We can help trustees navigate the guidelines and apply best practice. A charity that runs effectively, commands public confidence."

For further information:  
Michaela Johns  
023 8046 1256  
[michaela.johns@hwb-accountants.com](mailto:michaela.johns@hwb-accountants.com)



Michaela Johns



## Auto Enrolment Compliance

As auto enrolment compliance becomes increasingly complicated, we are offering ready-made solutions to take away the stress of this new employer responsibility.

Associate Director James Alesbury says: "The feedback I'm getting is that auto enrolment is a very time-consuming process – or even that some employers simply don't understand it.

"Our cost-effective outsourced service ensures your business is compliant, avoiding penalties from The Pension Regulator and leaving business decision-makers to concentrate on what they do best – running a business."

For further information:  
James Alesbury  
023 8046 1222  
[james.alesbury@hwb-accountants.com](mailto:james.alesbury@hwb-accountants.com)



James Alesbury

## Changes to company car reporting on horizon

Employers need to prepare for changes in the reporting of company car benefits to HMRC.

From April 2018 employers will be required to report information about car and car fuel benefits in their Full Payment Submission (FPS).

If businesses process car and fuel benefits through the payroll they will not need to report them on forms P46 (Car) and P11D. Payrolling effectively removes the risk of penalties for incorrect or late submissions and furthermore, by payrolling benefits on a real-time basis, employees will be more likely to pay the correct tax due on their benefits each month via PAYE.

Payroll specialist James Alesbury said: "Payrolling of benefits is becoming a more and more attractive option for businesses.

"There is an opportunity here to remove the headache of the P11D form and I would advise employers to start thinking about their options.

"Businesses should consider registering for payrolling of benefits with HMRC sooner rather than later in time for the 2018/19 tax year."

For further information:  
James Alesbury  
023 8046 1222  
[james.alesbury@hwb-accountants.com](mailto:james.alesbury@hwb-accountants.com)



## Senior appointments

We are delighted to welcome two highly-experienced specialists in tax and payroll.

Martin Day joins us as Tax Manager. With 28 years of high-level experience on tax-related matters, Martin was previously Tax Manager at a top 10 accountancy practice.

Amy Whitehouse joins us from Frontier Software where she was a Payroll Consultant and has been appointed Payroll Manager. With a total of 15 years of experience in her specialism, Amy previously worked at South Downs College where she managed payroll at the Waterlooville College for eight years.

Martin said: "HWB is a highly-respected accountancy firm with a reputation for its pedigree in specialist tax advice across all areas, so I'm delighted to join the tax team."

Amy said: "I'm really looking forward to working with such a high-calibre team to provide payroll solutions for a wide variety of businesses across the region."



Amy Whitehouse



Martin Day

## Experience the difference... virtually!

Do you long for the piste, but haven't got round to booking that elusive skiing holiday? Never tried surfing but fancy a go? Well, the next best alternative has come to our reception. We recently launched a fun Virtual Reality experience that takes clients on a journey to somewhere extraordinary. Why not give it a try?



## Experienced specialists appointed as directors

Our senior leadership team has been strengthened with the appointment of highly-experienced specialists Michaela Johns and Gary Brown as Directors.

Michaela joined us in April from RSM where she had been a partner for more than a decade.

Her focus will be working on business strategy, development and growth with owner-managed businesses (OMBs).

She also has significant experience working with charities, independent schools, academies and other not-for-profit organisations, where we have a strong client base.

Michaela will be working with businesses across Hampshire, Wiltshire and Dorset in her new role.

Gary, who heads our legal specialism team and was previously an Associate

Director, has also joined the board as a Director.

Gary has been with the firm for more than a decade and also works with a wide range of organisations from a variety of industries.

Michaela says: "HWB is not only a highly-respected independent firm, but they also have a strong client base in these markets so the firm was a first choice for me when looking to take the next exciting step in my career.

"Working with business owners is really rewarding – it's about working hand in hand with them, developing their growth plans, constructively challenging decisions, identifying opportunities and managing the risks."

Gary says: "I'm delighted to have been appointed as a Director and I'm looking forward to helping with the firm's strategy for growth.

"I have acted for firms of solicitors across the region for a number of years, building up a detailed knowledge of their requirements, and I have found this role to be very rewarding."

Geoff Rhodes, Managing Director, says: "Michaela's and Gary's appointments are significant for us as they reflect our commitment to continue working closely with owner-managed businesses in the region and grow our client base where we have specialist knowledge."



Michaela Johns



Gary Brown