



Fox Evans *News* Chartered Accountants

January 2009

What's New at

Fox Evans Chartered Accountants

Firstly, Happy New Year! As is our custom over Christmas we didn't send cards but are donating a cheque for £320 to MacMillan Nurses.

Secondly, and also on the charity front, congratulations go to Mad Mark McLean again, for completing the 2000 mile Round Britain Run in October 2008. He raised a grand total of £2,500 for the RNLI. Well done Mark, and thank you to all clients who sponsored him.

Thirdly, we would like to welcome Danielle Walmsley, below. She joined us in September 2008 as a new office junior and accounts trainee. We wish her luck in her studies, and in working here!



And finally, there has been another Fox Evans quiz team victory! Our team of Jon Higgitt, Paul Lissaman, Donna Kiely and Paul Cole won the Warwickshire Society of Chartered Accountants annual quiz night, after having been robbed of glory last year following a tie break. Alas, there's no trophy to display in reception this time, but bottles of sparkling wine were all round!

Refer us and we'll credit you with £100!

Another year goes by . . . another year starts! Where does time disappear to!

Unfortunately 2009 is starting with turbulent economic conditions and a great deal of uncertainty for the future months, but hopefully our article on trading through tough times will provide you with some pointers to help your business out.

As always, Fox Evans aren't just with you through the good times, we are here to help you and your business when times get more difficult too. If you need any assistance with cash-flow forecasts, budgeting, customer credit checks - or just about anything else, please give us a call as we will be more than happy to help. And we've got a bit of an offer which may help you save a bit of money. We are always pleased to take referrals from

existing clients for new work, so feel free to pass any details onto us, or tell your friends, family and colleagues to get in touch with us. If you refer us to a fellow business, and they end-up as a client, we'll give you a £100 credit off your fee! Now that's worth doing isn't it? So, if you are happy with us and happy with the service we provide - tell the world!

As ever, we are always interested in your feedback, both regarding our newsletter, website or anything else to do with Fox Evans that you may have an opinion on. Don't be shy - give us a call or drop us an email.

Our featured client on the back page, is BITO Storage Systems Ltd, who are manufacturers and suppliers of storage, shelving, pallet racking, plastic bins and containers. We hope it, and the newsletter, are of interest.

Congratulations . . .

Congratulations to Fox Evans client Shaun Murphy, who won the Maplin UK Snooker Championship before Christmas.

He won an exciting final against Marco Fu, winning 10-9 at the Telford International Centre.

Shaun is one of several snooker players whose financial affairs are handled by Rob Anderson.



Get your returns in on time

You will be liable for a £100 penalty if your return does not get filed on time, so if you haven't brought us in your personal tax and business records yet for 2007/08, please do so as soon as possible. Your tax return must be filed online with the Inland Revenue by 31st January 2009, and if we don't have your information here we cannot do it!

Top tips to help you trade through today's tough times

No-one needs to be told just how difficult the current economic times are, and all the major economic indicators suggest that this may continue for some time. In these conditions it is likely that some businesses will fail. However, it is not usually a lack of profitability that is the root cause of the failure, it is more likely to be lack of cashflow. We have compiled some "top-tips" to help you keep your business successful and healthy. We hope you find them useful:

1. Cash is King

Review your debtors and consider the payment terms offered to them. Chase up outstanding invoices. Get rid of customers who either can't or won't pay.

2. Realistic Budgets

Review any budgets already set for 2009, or create them if you haven't already done so. Ensure targets are realistic and achievable.

3. Banking

Review your banking facilities, and, if necessary, discuss with the bank now what your future needs might be.

4. Team Building

Pull everyone together and ensure everyone knows the business aims and strategy. Encourage staff to suggest ideas for cost savings and new business opportunities.

5. New Contracts

Ensure your terms of business/contracts contain clear payment terms. Also be sure to perform credit checks on new customers before undertaking any work for them.

6. Reduce Overheads

Start with non-essential or varying cost expenditure, such as stationery. Then move onto fixed costs, such as comparing the prices of utility suppliers.

7. HMRC Help

As advised in the article opposite, HMRC have a



Cash is king through the crunch? We hope our top tips may help.

new helpline available to provide advice and potentially staged payments of tax.

8. Review Staffing

Staffing can be one of a company's largest areas of expenditure, and so should be reviewed. However, review carefully, and avoid losing staff you need to run your business.

9. Act Promptly

Send invoices out as soon as the work is done. Check invoices have been received. Chase payment on or before the due date. Advise your suppliers if payment is going to be late. Inform the bank if you will be using your overdraft facility.

10. Professional Advice

Finally, remember that your accountant (i.e us!) is here to help. We already have prior knowledge of your business, so we are well placed to offer advice should you need it.



Congratulations to the man who is probably Fox Evans's fastest client - by far - Lee Reveley, of e2e Solutions, website designers.

Lee has won this year's Thundersport GB motorcycle league, on board his trusty Ducati. It is his first victory in the televised competition. Despite several high speed crashes he managed to clinch victory in the last race.

Fans of the sport can catch-up on his progress next year as he defends his title at www.e2eracing.com. The team is also looking for sponsors for 2009. More details on the website!

Pre Budget report - a summary

Although many of you will have read and digested the main points in the latest Pre-Budget Report we thought we'd set out a few of the main points again:

VAT Rate Change

The standard rate of VAT was reduced from 17.5% to 15% from 1st December 2008, for a period of 13 months until 31st December 2009. The change also affects those who apply the flat rate scheme, as new rates have been published for use after 1st December 2008.

Personal Allowances

The standard personal allowance for under 65's for the 2009/10 tax year will rise to £6,475 (from £6,035).

Income Tax Rates

It is proposed that from 6th April 2011 a new 45% rate of income tax will apply to income above £150,000.

National Insurance

An increase of 0.5% to the rate of national insurance is proposed from April 2011.

Corporation Tax

The proposed increase in the small companies rate of corporation tax from 1st April 2009 to 22% has been deferred until 2010.

Child Benefit

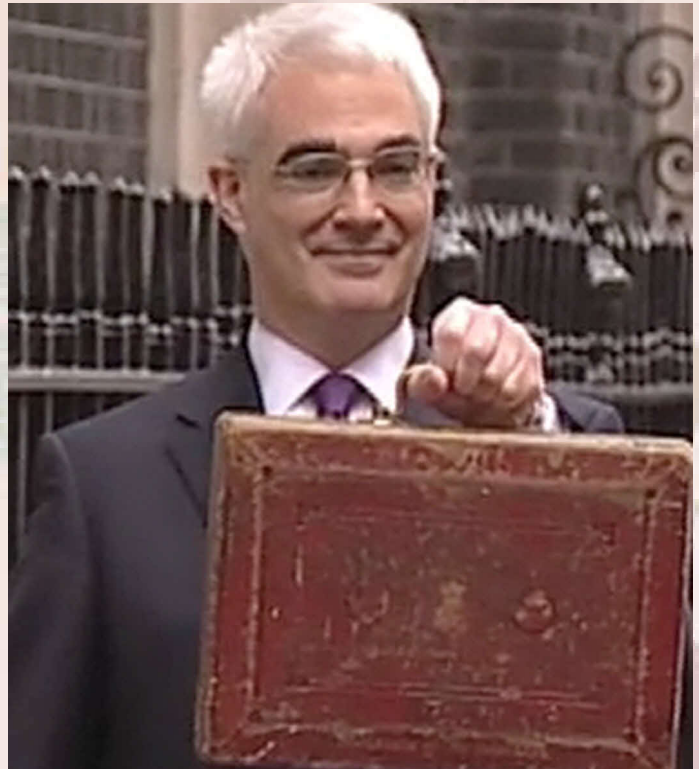
The increase in child benefit rates that apply from April 2009 have been brought forward to January 2009. The rate for the first child increases to £20 per week, and for further children to £13.20 each week.

Petrol

The postponed increase in fuel prices has gone ahead from 1st December 2008 by 2 pence per litre. Main fuel duties will continue to increase by 1.84 pence per litre on 1st April 2009 as announced in the last Budget.

Pensions

All pensioners will receive £60 in January 2009. In addition to this, full State Pension increases to £95.25 a week in April 2009.



What do Alistair Darling's latest budget changes mean for you? Some will gain in the short-term, but who will pay in the long term?

New rules on naming your business

At the beginning of October 2008 new laws came into effect requiring all businesses to display their registered name and details clearly.

Companies must display their registered name at their registered office, as well as any place where it carries on business. It must be displayed in a position where it can be easily seen by visitors.

In addition, a company's name, registration number, place of registration and registered office address must be displayed on all business letters, emails, websites and other documentation.

If you use Fox Evans as your registered office, we display your name on our board in reception.

If you require any further guidance on this, please do not hesitate to contact us.

HMRC gives businesses more time to pay

As announced in the Pre-Budget Report, in light of the current business climate, H M Revenue & Customs have introduced a new Business Payment Support Service.

If you are concerned about your ability to make payments to HMRC, including VAT, PAYE, National Insurance, corporation or personal taxes, you can call their helpline and after a review of your circumstances they may agree to spread your payments over a longer period. There will be no late payment charges on payments in the arrangement, but interest will continue to be payable if applicable.

The helpline number is **0845 302 1435** and is open Monday to Friday 8am to 8pm, and Saturday and Sunday 8am to 4pm.

Whatever's in store for you, BITO will have the solution

What did you buy over Christmas? Food (a dead cert that one.) Drink? (yep, probably a bottle or two of that too.) A book, or a DVD? Yes? No? OK, how about some clothes or electronics or cosmetics or car parts, or some paracetamol for the morning after the night before.

And who bought over the internet? Mm . . . lots of us, again, judging by the official figures. Convenient, isn't it, with a 24-48 hour delivery period? If you bought any of those, and more, then you'll have indirectly benefited from the products, skills and services of Fox Evans client BITO Storage Systems Ltd, from Nuneaton.

It's rather important in this consumer-orientated modern world of ours in its own logical practical, and organised way, see. That's because BITO supplies the storage racks, mezzanine floors, boxes, containers and shelving for many of the various warehouses that keep the stuff we want to buy ready for when we want to buy it. And then when we do - ping - whatever it might be is easily and quickly found, boxed, and dispatched. It's one of the engine rooms of modern commerce, therefore. "We help keep the 'just in time' delivery ethos of the modern world on the straight and narrow," says Edward Hutchison, BITO's UK managing director.

"We're one of the world's leading suppliers of storage solutions for the mechanisation of industry and offer storage solutions for any size of business in almost every industry. We help business tick." Key flagship clients include BMW, ASDA, Tesco,



Need to store things? Then BITO's your answer, says Edward Hutchison, right.

Sainsburys, Office Depot, and AAH Pharmaceuticals. But the firm also caters for small businesses too. The smallest individual purchases from small business can be for between £10 and £20, with the average order size being £5,000 to £10,000.

Business is currently booming. Growth last year was 23%, and this year the objective is to grow by 20% despite the recession. It's achievable, says Mr Hutchison, because the areas which BITO excel at is reducing the labour required to store and retrieve products, reducing stock damage, and increasing stock control. The firm is investing substantially in all of these areas in Germany, where its manufacturing sites are located.

And if BITO is one of the engine rooms behind modern business, then Fox Evans's Mark McLean is one

small spark plug behind BITO. Well, that's what we'd like to think anyway. The firm has used us since the German company was established in the UK in 1999, and uses us for payroll services, quarterly management reports and year end account preparation. "We've good experiences of Fox Evans. They're efficient, have good continuity of staff and we've got a very good relationship," he says, kindly. "We see Mark as an extension of our team."

We help oil the engine of BITO, therefore, while it acts as the engine room of commerce. What a team!

If you need help on your storage for your business then call BITO on 024 7638 8850. It will either send you out its new catalogue with its extensive product range, or help you plan a whole new system from start to finish.

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