



# Ways to streamline your Accounting function – giving you time back to focus on your business.

Presented by

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# How many hats will you wearing today?



- **Cash control**
- **Financial control**
- **Bookkeeping**
- **Credit control**
- **Diary management**
- **Human resources**
- **Recruitment**
- **Receptionist**
- **Marketing**
- **Invoicing**



# Should you be doing this?



- Digital receipts / incoming receipts
- Digital payments /outgoing payments
- Cloud accounting
- Paperless invoicing
- Expenses
- Perform digital health checks
- Forecasting
- Budgets
- Debtor chasing /credit control
- And more...



# Choosing the right technology



sage



qb  
QuickBooks

  
AutoEntry



Expensify

  
STARLING BANK

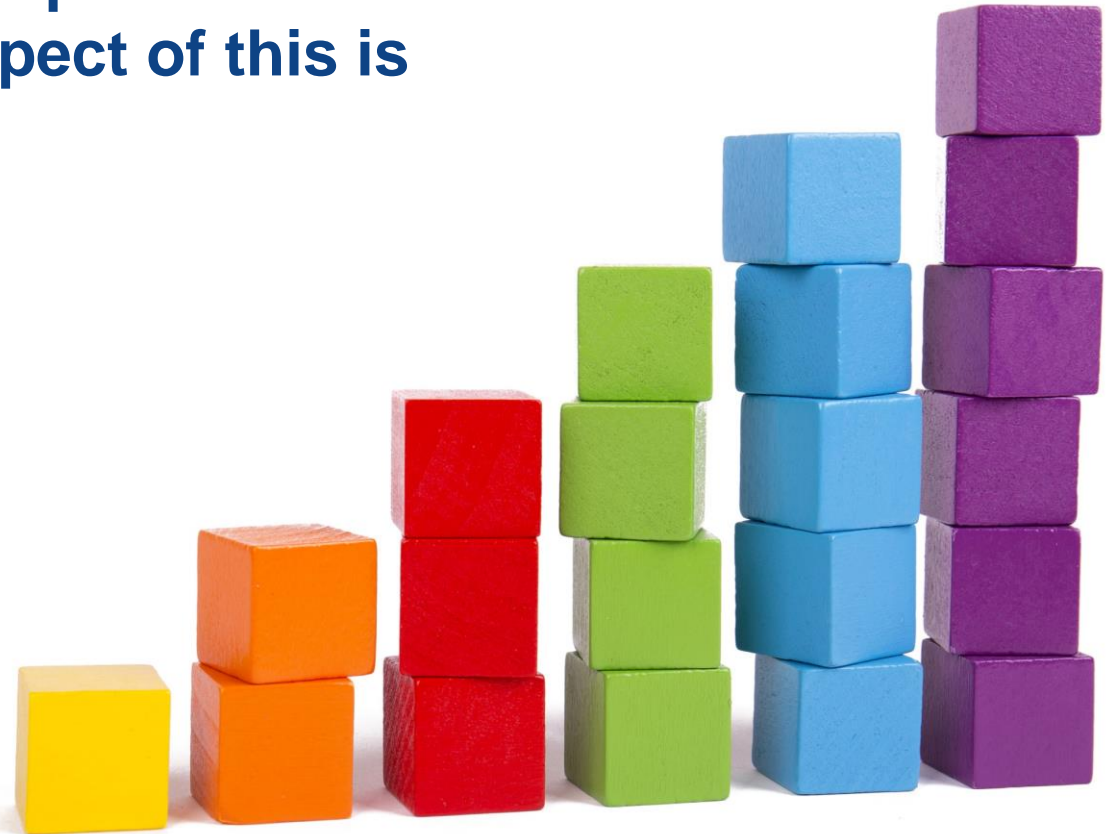
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# KPI's – what to keep an eye on



The long term success of any business depends on how it monitors and reacts to change. A key aspect of this is **Key Performance Indicators or KPIs** :

- Revenue and turnover growth
- Sources of income
- Revenue concentration
- Profitability over time
- Working capital





- Personal allowance
- Marriage Allowance
- High Income Child Benefit tax charge
- Savings allowance
- Dividend allowance
- Trading allowance
- Property allowance
- Capital gains annual exemption
- Business asset disposal relief
- Use of home as office





- Mobile phones
- Electric cars
- Pension
- Life and permanent health insurance
- Working from home allowances
- Cycle to work scheme
- Trivial benefits
- Staff entertaining



# Capital expenditure



- AIA (Annual Investment Allowance) – 100%
- WDA (Writing Down Allowance)
  - Main rate pool 18%
  - Special rate pool 6%
  - Single assets pool 18% or 6%
  - SBA now 3% straight line
- Super deduction - From 1 April 2021 until 31 March 2023, companies investing in qualifying new plant and machinery assets will be able to claim:
  - a 130% super-deduction capital allowance on qualifying plant and machinery investments
  - a 50% first-year allowance for qualifying special rate assets



# Your chance to ask us





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