

## About Us

Crowthers Chartered Accountants are based in the market towns of Pershore in Worcestershire and Ledbury in Herefordshire. We offer a full range of services to corporate services clients.

Our corporate services team currently act for over 30 businesses with a turnover in excess of £500,000. We undertake a variety of roles including accounts preparation, tax planning, business development, audit reports, company secretarial and many more that help the business owners to concentrate on building their business.

## Fees

Most of our clients now prefer to receive a fixed fee for our routine services, so that payments can be budgeted for monthly or quarterly without any unpleasant surprises. Our fixed fee arrangement is then reviewed annually with each client.

## Protection from Tax Enquiries

By engaging the services of a Chartered Accountant, a good degree of protection will be received as professional firms have good relationships with HMRC who know the quality of work carried out.

However, this is no guarantee and so all of our business clients are covered by Fee Protection Insurance should HMRC open a full enquiry into your affairs.

Unlike most other accountants we make no additional charge for this insurance cover and our clients have the peace of mind that our fees for dealing with detailed HMRC queries are not passed on to them.

## Reward Scheme for Existing Clients

We always thank our clients for referring new prospects. This is the way we have developed our business for over 21 years.

We are currently offering to pay for a meal for 2 at a local restaurant (worth up to £50) for each referral which results in us taking on a new client. So, if you pass our details on to any friends, please ask them to mention your name!

### Directors

Jonathan J Crowther FCA  
Richard F Beard FCA  
Nikki L Walding ACA CTA  
Ian P Cooke FCCA ACA

### Managers

Sophie J Howard ACA  
Sandy E Lewis  
Sarah L Smith ACCA  
Steven M Carter ACCA  
Kelly J Cummings ACCA

For corporate services please contact:  
Steven M Carter ACCA - Pershore  
Ian P Cooke FCCA ACA - Ledbury

### Pershore Office

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For more information please visit our website  
[www.crowther.co.uk](http://www.crowther.co.uk)



Crowthers Accountants Limited is registered to carry on audit work and regulated for a range of investment business activities by the Institute of Chartered Accountants in England and Wales

# Corporate Services



## Our Corporate Services

We offer a range of services to support local owner managed businesses. These enable our clients to get on with running their own business in the knowledge that they can rely on us to help reduce the financial worry and stress.

Our corporate clients receive a basic compliance service covering accounts and tax as listed below and we are also authorised to carry out an audit if required. These services allow the directors to focus attention on their core business activities with greater confidence in the financial management of their business.

### Accounts and Tax – Compliance Service

Our compliance services are aimed at ensuring that all regulatory requirements are met. We have developed the basic package of services as follows:

- preparation of your accounts
- a meeting to discuss the accounts
- preparation of the business taxation computations
- completion of your tax returns
- notification of your tax payments
- telephone support for queries during the year

Over recent years there has been a massive push by Government Agencies to move businesses towards electronic filing of business returns. This trend is set to continue and it is now compulsory to file many returns online.

One of our aims is to make this changeover as smooth as possible for our clients by taking this burden away by offering to file the returns ourselves as Agents.

### Audit and Assurance - Compliance Service

An audit need not be just to service a statutory requirement.

It can add value to a business. As part of our work we review internal systems and controls and report to the management any weaknesses identified.

This can lead to streamlined systems and improving the business's efficiency.

## Financial Accounting Issues

The year end accounts can be used by the directors to review the progress of the business and by the bank to monitor any borrowing. They are filed at Companies House and are sent to HMRC to support the Tax Return.

We deal with all of the above financial reporting and tax requirements.

If you would prefer for the detailed figures not to be available to your competitors, Abbreviated Accounts can be prepared for filing at Companies House. These meet the minimum disclosure requirements and contain no profit and loss account information.

Banks often require the preparation of monthly or quarterly Management Accounts to meet the conditions of loan agreements or just to ensure the business is being properly monitored. We can set up the systems to provide these figures and either prepare them for you or train your team to produce regular reports.

## Business Support Services

In order to help meet the ever increasing reporting demands and ensure you carry out your duties as a Director, we offer the following business support services:

- Completion of bookkeeping and VAT Returns
- Payroll preparation using our Bureau Service
- Designing efficient bookkeeping systems to meet your needs
- Sage support and training
- Monitoring Budgets to ensure the business stays on track to meet targets and avoid any nasty surprises
- Cash Flow Forecasts and profit projections
- Credit checks on new customers

## Selling or Retiring

When it comes to developing an exit strategy, we work with our clients to determine the best course of action and early planning is always best. We can value the business, help with finding prospective purchasers and provide support during the due diligence process.

## Business Taxation

This needs to be more than just a compliance issue. Careful planning can minimise liabilities and avoid cashflow issues when payments are due.

We assist with all tax compliance work but also offer:

- Business Tax Planning
- Capital Allowance claims
- R&D claims
- Capital Gains Tax planning

By doing this and planning the timing of certain activities and transactions we can maximise the available tax allowances, delay tax payments as far as possible and reduce the tax liability to the minimum legally allowed.

## Advising the Business Owner

Our knowledge of the business can also help when it comes to dealing with the tax position of the directors and shareholders. We look at the global position and plan tax efficient remuneration packages by balancing the split of salary, dividends, pensions and other benefits.

We can complete quarterly dividend paperwork to ensure that Directors Loan Accounts do not become overdrawn.

Personal tax services are provided to the business owner as set out in our leaflet "Personal Tax Services to our Private Clients" that includes preparing Personal Tax Returns.

We would always suggest our clients consider Inheritance Tax planning so that the business they have worked so hard to develop can continue successfully in the future.

## Company Secretarial

As Agents we offer a service to file electronically all forms that Companies House currently accept.

We can register clients for the PROOF Scheme which provides extra security to the forms electronically filed.

Many clients prefer to use our address as the Company's Registered Office and their own service address as directors.