



HENTONS

CHARTERED ACCOUNTANTS



**SEEING YOU
THROUGH THE
BUSINESS MAZE**

www.hentons.com

Do you share our entrepreneurial vision?

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WHAT MAKES AN ENTREPRENEUR?



6 Commitment

Once I've said I'll do something I'll do it, I see things through.

7 Flexibility

I won't hit my head against a brick wall, if my approach isn't working I'll change it.

1 Vision

I can spot a business opportunity at a hundred paces.

2 Ambition

The desire to succeed runs deep in all facets of my life.

3 Passion

What drives me forward and keeps me up at night.

4 Planning

Lists, spreadsheets and forecasts—it's what I live for.

5 Persistence

A dogged determination to never give up, I'm no quitter.

HENTONS:
SHARP IDEAS
THAT GET YOU
TO THE TOP

Sharing our entrepreneurial vision.

Do you share our entrepreneurial vision for success?

IF YOU DO

WE WANT TO WORK WITH YOU.

It isn't just about owning your own business—we believe that everyone who is brave and strong enough to lead a business to success embodies the entrepreneurial spirit.

These are also the traits we see in all of our clients, from the CEO of a multinational business to the proud owner of a new start-up.

The most fundamental of these traits is Vision—successful entrepreneurs see the world differently, and this is the key to their success.

Business ideas and solutions weave their way into everything ...and we see the world in the same way! Where many just see numbers, we see an opportunity to create and nurture wealth and success.

WELCOME TO HENTONS

Sharing a vision of sustainable business success is the foundation of our client relationships.

“

*Enjoy what you do
—passion cannot be
manufactured*

—Chris Howitt, Partner at
Hentons

”

Our clients look to us as their trusted advisers, we are their first port of call when it comes to big decisions. Why? Because we deliver, we understand the people we work with and go the extra mile that makes the difference.

Our service is bespoke to you, what you need, when you need it, if not before.

We have the expertise you expect from a larger firm with the personal approach that means our clients not only stay with us, they refer us.

We want you and your business to achieve full potential. We want to share in more success stories, grow with you and your business and continue to provide the standard of service that has already seen so many businesses flourish.

We have the entrepreneurial spirit and determination that appeals to likeminded people and businesses. We like to work with people who share our vision, values and culture because these form the core around which our business is built.

WHAT DESCRIBES US?

Ambitious Successful Entrepreneurial

WHAT DRIVES US?

Our Vision

To maintain the entrepreneurial business ethos that drives us to be ambitious and courageous and to deliver excellent quality service.

Our Values

- Client Focus
- Entrepreneurial
- Innovative
- Reliable

Our Culture

- Teamwork
- Professionalism
- Excellence
- Responsibility

SO, YOU SHARE OUR VISION? NOW WHAT?

We'd like to let you know about some of the services we can offer to cement your business success. We know you are busy...so we'll keep it brief! The best course of action now is to phone us on 0113 234 0000 and discover how we can support you.

We look forward to working with you.

TAX

Our dedicated tax practice brings together experienced professionals whose aim is to ensure personal, business and corporate clients minimise tax payments both now and in the future. By understanding what you want to achieve and how your business works, we provide the sound and efficient tax advice that you need to build the value of your business and protect your assets.

BUSINESS TAX PLANNING

Our approach to tax planning is strategic, working with you to understand your personal and corporate objectives. We engage in a proactive relationship to deliver a first class planning service.

Our planning strategies include:

- Regular tax planning reviews
- Remuneration planning
- Corporation tax mitigation
- Integration of wealth management with personal tax and corporate objectives
- In-depth expertise in dealing with:
 - Research and development claims
 - Maximising capital allowance claims
- Assisting with your business structure
- Compliance reviews on VAT, employee benefits and payroll matters

RESEARCH AND DEVELOPMENT

Research and development (R&D) tax credits are a government incentive designed to reward UK companies for investing in innovation. They are a valuable source of cash for businesses, either to reinvest in R&D, Staff or to grow your business.

Our approach to R&D tax credit claims delivers maximum value to you. We only charge fees for R&D Tax Relief work if we are able to obtain additional tax relief for your company.

- R&D can take place in any sector. It occurs in everything from cheese-making to chemical engineering, and construction to digital development.
- We work with you to truly understand your projects and maximise any claim made. Just one technical interview and we can do the rest on your behalf!
- By making a claim with Hentons, you benefit from the passion and specialist technical expertise of an outstanding team.

PERSONAL TAX PLANNING

We will make sure your affairs are compliant with HM Revenue & Customs (HMRC) requirements and assist in planning your personal affairs to ensure you are able to mitigate personal tax costs.

Our planning strategies include:

- Maximising claims for personal allowances
- Capital gains reliefs are used to mitigate and defer tax
- Entrepreneurs relief is realised
- Pension contributions are tax efficient

Case studies

TAX PLANNING

01

Working with clients in the manufacturing, retail and property sectors, we have frequently used remuneration planning to tax-efficiently extract profit from businesses. In some cases, we managed to reduce business tax rates from 40% to 3%—saving clients large sums of money.

02

Faced with a £100,000 tax bill and an additional £100,000 penalty from HMRC, our client approached us with obvious concerns. As well as offering reassurance and support, we negotiated with HMRC to reduce the tax bill down to £60,000 and the penalty to £80,000. This secured a total saving of £60,000. But, more importantly, it saved the business from bankruptcy and restored our client's peace of mind. We continue to help the client stay on top of his business records and tax bills.

03

For one major computer software company, we managed a successful claim to Inland Revenue that awarded them a substantial R&D relief. Over £500,000 was claimed, a cash saving of several hundred thousand pounds for a client who had recently moved to us and had been previously unaware such reliefs were available. With our help, the client chose to reinvest the capital back into the company.

TAX INVESTIGATIONS

04

Successfully reopening a tax investigation undertaken by another accountant and negotiating a settlement from £250,000 (including tax, interest and penalties) to £50,000.

05

Reclaiming over £30,000 from the Contribution Agency for overpaid National Insurance Contributions for a film production company over a 5 year period.

06

Successfully negotiating with HMRC the VAT treatment on development costs and sale of a mixed used development (the exercise involved challenging HMRC's partial exemption calculations).

TAX INVESTIGATIONS

For most people, tax investigations are a daunting and stressful experience. Even more so when your records are under intense scrutiny and you are facing HMRC investigations alone.

Whether you have been approached for a record check, compliance visit, intervention disclosure, or an investigation by any other name, our team can help. Because our senior tax professionals know what HMRC are looking for, we can often get to the bottom of issues, source evidence and get cases resolved with minimal disruption to you.

We can advise, represent and defend your interests. If tax, interest or penalties are due, we will strive to negotiate the lowest settlements. In addition to income, corporation, capital gains, VAT and inheritance tax, we have significant experience in managing employment disputes, IR35 enquiries and offshore disclosures.

Our support and guidance includes:

- Inform you on the best way to cooperate with HMRC, evidence you will need to produce, mistakes to avoid and records that you do not need to disclose
- Argue your case, stand up for your rights, draft responses, and make sure you are treated fairly
- Provide regular updates on progress, rules and regulations and how long your tax investigation case is likely to last
- Estimate tax due, plus interest and likely penalties early on, so you can budget accordingly
- Always seek to reduce any tax liabilities as far as possible, quite often to nil, before then negotiating to ensure you pay penalties at the lowest rate
- Prepare submissions and provide representation at tribunal appeals

Our clients can also benefit from our professional fee insurance scheme which covers our fees if you are the subject of an investigation by HMRC.

Did you know?

Business Asset Disposal Relief means that up to £1,000,000 can be taxed at the reduced rate of 10% when you sell your business” (conditions apply!)

VAT

As VAT is one of the most complex taxes encountered, our dedicated and experienced team will help you consider the full impact of VAT at all stages of your business. We are able to provide support and guidance on:

- Completing returns
- Conducting compliance health checks
- Assisting with inspections
- Negotiating to reduce assessments
- Undertaking registration and de-registration
- Advising on the right scheme
- Facilitating planning throughout the business lifecycle

“

Lifelong learning is key in business—successful business leaders are constantly looking at ways to hone and improve their knowledge and skill set.

– Simon Roberts,
Partner at Hentons

”



CONSULTANCY

Top tips

A successful businessman has great timing. He knows when to get into a particular sector and when to get out. Running a successful business requires incredible dedication, self-resilience, belief and an outright refusal to be defeated.

Nadeem Ahmed, Managing Partner of Hentons

BUSINESS PLANNING

We help business throughout their life cycle—from inception of the idea through to succession and sale.

Start-ups

As an entrepreneur you've had a great business idea...now what?

Let us help you raise capital or gain access to funding, keep compliant, follow legal requirements and advise on the most suitable business structure to guarantee success.

Looking for growth

You have ambitions to grow the business...but how?

We will produce cash flow projections, budgets and trading forecasts, and build extensive plans that eliminate weaknesses and exploit strengths.

Ongoing support and advice

Your business is growing...are you keeping up?

Our specialists provide an ongoing advice service on all aspects of your business, from HR to secretarial requirements.

Succession planning

You are starting to consider an exit strategy...what's the solution?

We carefully consider options such as partner transfers, sale of the business or winding up and provide the tools that deliver results.



ADVISORY

Working as an extension of your team, we are able to talk through business dilemmas and provide advice on:

- Growth, succession, exit planning and business continuity
- Financial stability and future business viability
- Selling or buying a business, market valuations and due diligence
- Management structures and joint ownership/
shareholder agreements
- Raising finance for expansion
- Tax efficiency of different business structures
- Forecasting and controlling cash flow to fund capital requirements
- Appropriate accounting systems
- Governance and risk management
- Employee remuneration packages
- Market activities and competition

AUDIT AND ACCOUNTS

We are proud to support businesses throughout their journey, from inception through to growth and profit. And we're even prouder to watch them succeed. We offer more than just regulatory compliance—our service is essential for the best performance of your business.

AUDIT AND ASSURANCE

Progress and innovation are crucial to business success. Our approach to audit and assurance is to deliver an independent objective opinion on the financial affairs of your business. We seek to add value to your business by enhancing your understanding of the economics of your business, providing focus on your future financial strategy.

ACCOUNTS

You need to concentrate on the important matter of running your business, let our highly experienced and knowledgeable team take care of the preparation of your annual statutory accounts and deal with HMRC and Companies House.

COMPLIANCE

We keep up with changing legislation so you do not have to. Making sure you and your business remain fully compliant with the complex layers of legislation is the foundation of business success and we will keep on top of your accounting and tax compliance.

PAYROLL

No matter how large or small your workforce, managing all of these duties whilst complying with the tax and employment laws can be time consuming. Reporting in real time to HMRC and complying with Auto Enrolment pensions may absorb time and energy you cannot spare. What's more, employing a qualified payroll professional on a full or part-time basis may not be your most cost efficient option.

FULLY ALIGNED TO YOUR BUSINESS NEEDS

Your Hentons team can securely manage your entire payroll. Working in partnership with you, a dedicated payroll manager and support team will:

- Provide burden-free payroll processing, including tax calculations, sick pay, maternity pay, HMRC returns, pension deductions and reports, child support agency deductions and end-of-year returns
- Generate payment by BACS, as well as e-payslips
- Advise and prepare communications on upcoming changes in employment and tax laws

Equally, we respect that you may wish to retain some or all elements of your payroll operations in-house. We are happy to provide ad-hoc support, including a little bit of extra administrative support as you approach year-end, share information about the best payroll software on the market or advise on legislative changes.

ARE YOU AUTO ENROLMENT READY?

Do you know the date when you must automatically enrol workers into your pension? We can review your pension arrangements, clarify your staging date and legal responsibilities, and assist with communications to ensure you are completely compliant and ready on or before your staging date.

DIGITAL ACCOUNTS

Our digital team fuses experience and high-end client service with the latest technology to deliver exactly what you need.

The team includes the following service lines which work seamlessly together:

SMALL AND MICRO BUSINESS UNIT

If you are a contractor, freelancer or start-up, this service is aimed at you. This all-inclusive service gives you the peace of mind that all of your accounting and tax needs are being looked after. For a low monthly fee, you get your accounting software to keep you organised. All your compliance is taken care of, from year-end to corporation tax return, company secretarial and registered office, your VAT and quarterly review of your accounts. If you pay yourself through the payroll, this is also included, as is your personal tax return. In addition, all our clients get a financial planning review with one of our IFAs.

MANAGEMENT ACCOUNTS AND OUTSOURCED FINANCE TEAM

If you are an SME business, we understand that you need to focus on the business. Our team of expert bookkeepers, management accountants and finance directors are here to support your business. We can undertake part of the tasks from bookkeeping, month-end procedures, monthly or quarterly management accounts using the latest reporting tools, to a full outsourced finance function. An end-to-end service where we deal with everything from purchase and sales ledger, credit control, payment runs and full outsourced Finance Director level support and attendance at board and other key meetings.

Giving you the best advice and enabling you and your business to succeed.

SOFTWARE CONSULTANCY TEAM

We understand that running a business is ever-changing, no more so than with the advent of cloud technology and an ever more connected world. Accounting, business systems and processes are no different and can be useful tools to drive efficiency when utilised in the right way.

Hentons have a team of experts in accountancy and back-office systems that can help you make the most of your business processes, supported by the latest technology. We are experts in systems such as Xero and its app ecosystem, we also use Exact online, QuickBooks, Sage, Zoho and a range of other tools to build a business eco-system to help your business grow, thrive and save you time.

TECH START-UPS AND HIGH GROWTH BUSINESSES

We love working with exciting and innovative businesses and we have the local and sector knowledge coupled with our national expertise to help your business grow. We understand that the needs of a start-up or high growth business are different to others, we understand that as a tech business is it is not always about the profits you are generating but the longer-term value you are creating. At Hentons we are more than just your accountants, we are your business partner, we understand all about the compliance and the tax environment. We can advise on R&D tax credits and have access to both grant and private funders who can help your business achieve its full potential.

FINANCIAL PLANNING

PERSONAL PROFESSIONAL ADVICE

At Hentons we understand that everyone is unique and that we all have different goals and aspirations for the future. By treating all of our clients as individuals and putting your goals at the heart of all the advice we give, we believe we are well placed to support you along your journey to financial freedom, helping to make truly informed decisions along the way.

Our approach

We offer all our prospective clients a free initial consultation. This allows us to understand more about your current circumstances and plans for the future and explain how we work and where we can add value.

Upon formal engagement we will then set about formulating your financial plan and where appropriate, prepare our recommendations.

Our service

We are specialists in:

- Pension & Retirement Planning
- Investments
- Inheritance Tax Planning
- Family Protection
- Business Protection
- NHS Pensions

Why us?

Collectively our team has over 100 years' experience and a wealth of knowledge to provide our diverse client base with the advice they need. Our core investment philosophy is guided by academic research, rather than the latest fads. Together with the use of the latest technology we believe we are uniquely placed to help make your financial planning as engaging as possible, so we can forge a long-term relationship built on trust.

Financial Planning Case Studies

INHERITANCE TAX + PENSION PLANNING

01

A client who had 19 properties came to us when he was 55 seeking to mitigate inheritance tax.

His concern was that he had accumulated a large pool of properties of significant value and was worried about what would happen if anything happened to him, most importantly what would happen if he gave assets to his children too soon and if any unplanned events occurred, such as the children divorcing. We advised our client and his wife to set up two discretionary trusts, and to each add £300,000 of property into their respective trusts. This had the effect of moving property out of their estate without incurring any IHT charges yet with an element of control still maintained.

02

A 59 year old GP came to see us about retiring when he turned 60.

His pension was £70,000 pa and, as a result, by waiting until the new tax year his pension benefits were tested against a Lifetime Allowance (LTA) of £1.25 million. As he exceeded the LTA, his pension would have been reduced by £4,500 pa to pay the tax charge. After talking to us he decided to opt out of the scheme in April 2014, take out Fixed Protection 2014 and therefore secure a LTA of £1.5 million. He also decided to maximise his lump sum and take a reduced pension. As a result, when we tested his benefits against the LTA of £1.5 million he incurred no tax charges.

SECTORS

Our experience advising and supporting clients across a variety of sectors affords us insight and experience that translates into an understanding of your business environment.

OUR EXPERTISE INCLUDES ADVISING IN SECTORS SUCH AS:

Healthcare

Our experienced accounting team act on behalf of many GPs, consultants, dentists, vets and pharmacies, on everything from self-assessments and record keeping to NHS pensions and incorporation.

Manufacturing

The manufacturing sector is plagued with uncertainty, and is often hostage to factors beyond its control. We can provide an element of predictability that can create a secure outlook.

Property and construction

Our property and construction expertise operates in all areas of residential and commercial property. We can work with you to make sure you honour your legal, financial and tax responsibilities.

Musicians, Actors and Creatives

At Hentons, we have a highly experienced team of industry specialists with great passion for what they do. We provide business management and accounting services to a wide spectrum of music, sports and entertainment businesses with focus on personalised service that is tailored to the individual needs of our clients.

Education

Working with your responsible officer, we can guide you through the process while helping you fulfil your legal and regulatory requirements. We can also assist in developing your systems and processes to ensure good governance and strong controls, letting you take full advantage of your new found autonomy.

Freelance & contractors

We have many clients who are either freelancers or contractors. So, we understand that your time is precious. Therefore, we have a specialised trained team of accountants who will support you and your business. From everyday bookkeeping to transition to digital accounting solutions, we have you covered.

Tech Start-Ups and High Growth Businesses

We love working with exciting and innovative businesses and we have the local and sector knowledge coupled with our national expertise to help your business grow. We understand that the needs of a start-up or high growth business are different to others, we understand that as a tech business it is not always about the profits you are generating but the longer-term value you are creating. We also understand that having someone to talk to is important and having experts who understand how you and the sector operate is key. We are more than just your accountants, we are your business partner, we understand all the compliance but we also understand the tax environment, we can advise on R&D tax credits and have access to both grant and private funders who can help your business achieve its full potential.



Charities

Our specialist team has a detailed knowledge of the latest legislation and will ensure that your accounting and reporting meet the latest regulatory requirements and comply with the latest SORP.

Farming

Our approach to land-based business recognises their often unique circumstances, family/employee relationships, and the complexities of EU subsidies, grants and quotas.

Motor Industry

Hentons acts on behalf of numerous businesses operating within the motor industry, particularly with local independent retailers.

Retail

The retail sector has always been one of the most competitive business environments to operate in and we have the expertise and motivation to secure your interests.

Insights into success

What would you have done differently?

There are lots of things we have done wrong but the mistakes we have made over the years have been an important lesson and have shaped the business.

What is the best piece of business advice you have received?

Go for it, you have nothing to lose and everything to gain.

Dan Walton, Managing Director of Satrak UK Ltd

CASE STUDIES

01

Assisted a computer component wholesaler to grow from £100k to £15m in 8 years. Helped the client raise funding for a £2.5m 20k sq ft property purchase and structured their business to separate trading risk from asset holding to provide shareholder protection.

02

Advised a client during a difficult tax investigation to reduce their liability to HMRC from £250k to £45k. They say they are going to be our clients for life.

03

Assisted in a bank funding for £25m with a major high street bank. We undertook detailed financial proposals for the client to assist the bank evaluate the proposition and dealt with all financial matters (negotiating with bankers, lawyers and valuers) until funds were fully drawn.

04

Assisted a disputing family to reconcile differences and engage in a process to value the component parts of the business and amicably demerge the group in a tax efficient manner. We were lead advisers dealing with the disputing party, lawyers and specialist valuers for the intellectual property.

05

Advised a manufacture client to restructure their property division and deal with a dispute with a shareholder. Assisted the client to raise debt finance with the bank during the recession and invoice finance on the debtor book and grow turnover from £1.5m to £6.5m in three years. Advised on tax strategies dealing with remuneration planning using dividends and salaries; R&D tax credits on development of a new product range; submitted a successful claim to HMRC on an extensive capital allowances claim on property and plant expenditure; and set up a tax efficient corporation tax structure.

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