

Hello and Happy New Year!

With the Christmas holidays behind us, we are now focused on the Self Assessment filing deadline at the end of the month, the forthcoming changes in the process for filing VAT Returns, and looking for ways to help our clients move their businesses forward, in what continues to be a difficult economy.

As ever, if you have any particular queries about Self Assessment, VAT or any other matter affecting your business, please do not hesitate to give me a call. Similarly, do let us know if you have any notable achievements that you would like to share with us and our other clients; we'd love to publicise them for you!

Finally, I would like to wish you all a very happy and prosperous New Year from everyone at Rickaby & Co.



VAT Online

From April, all VAT returns for businesses with turnover in excess of £100,000 per year must be filed online. Businesses which register for VAT from 1st April 2010 or later will have to file online regardless of their size.



This is relatively straight forward **IF** you are able to put your hand on your original VAT registration certificate, but otherwise you will need to request a duplicate from the HMRC VAT National Advice Centre. We would strongly advise clients find their certificate now, so that any request for a duplicate can be made sooner rather than later!

To set up online filing for your VAT returns you will need to be registered with the Government Gateway, which you can access from the HMRC Homepage (www.hmrc.gov.uk), and then follow the process outlined there.

Once registered, it is possible to set up a direct debit which will automatically claim the due amount from your nominated bank account three working days after the return is filed, giving a slight cash flow advantage.

Last Call for Tax Returns!

As HMRC says, 'Tax doesn't have to be taxing', particularly if you ask us to complete your Return on your behalf. However, it is increasingly difficult for us to complete them online in very short timescales, even if we have all of the information.

If you haven't yet sent us the final details for your Return, and Sally estimates that there are over 70 clients in this position, we really need everything **by return** please.

Late submission will result in a £100 penalty unless the tax is paid by 31st January.

Any information received between now and month end will be dealt with on a strictly 'first come, first served' basis, but may incur a premium to cover the overtime required to complete everything by the deadline.



self assessment tax doesn't have to be taxing

It's a numbers game!

690 The cost to business of the recent snow, in £millions / day, according to Royal Sun Alliance.

80 The percentage of callers who hang up when they hear voicemail according to BT; 69% do not call back.

55 The minimum age at which you can draw a pension from 5th April 2010.

4 Claridge Court,
Lower Kings Road,
Berkhamsted,
Herts, HP4 2AF
Tel: 01442 873236
info@rickaby.co.uk

12 The different types of calculator on our website, including 'millionaire'!

1 Where Traffic Wardens appear on the 'Most Hated Thing in Business' list!

Payments on Account

Liabilities must be received by HMRC by the 31st January 2010. HMRC's bank details have changed since last July, so make sure you check the details before making an online payment.



If you think your earnings for this year will be lower than last year, there is still time to reduce your payments on account, but you need to act fast. Bear in mind that interest will be due if your income isn't as low as you expect!

Remember too that HMRC will consider payment arrangements if you contact them **BEFORE** a payment is due. The number to call is 0845 302 1435, or we can contact them on your behalf with your proposals if you would prefer, just let us know.

Interest will be chargeable on any deferred amounts.

Would a case of Champagne ease your January blues?

As most people are aware, our dual aspect, 500sqft self contained second floor office has been empty for a long time. We have recently reduced the rent and would love for you to help us to find new tenants, so, if an introduction leads to a tenant signing on the dotted line, we will very happily give the introducer a case of champagne to say thank you!

To remind you, the office has separate access, an independent alarm, its own brand new kitchen, door entry system, great views over the rooftops of Berkhamsted and, of course, fantastic landlords!

If you know anyone who may want more details, please let Liz know, or contact Philip Walker, the agent, on 01442 263033.



ASSOCIATE CORNER

You know that we have a large network of contacts, but who are they?

Niki Price Associates Ltd is an HR consultancy and executive coaching practice, aiming to



enhance individual and organisation performance, through the offer of practical, hands on HR solutions tailored to clients' needs. Services can be offered on an ad hoc project or retainer basis for any size of organisation.

Their Associates have all worked at senior level within blue chip organisations and offer the following services:

Employment & HR Related Services:

- New Employee recruitment, induction & Starter Pack
- People Policies & Procedures; Company Handbook & Handbook Implementation Workshops

Organisation Development:

- Design4Growth programme
- Employee communications
- Team/Leadership Development

Change management:

- Executive Coaching
- Performance management programmes
- Talent management
- Employee engagement practices

Acquisitions, Mergers & Post Acquisition:

- Due Diligence
- Employee Communications
- Post Acquisition integration

As Niki says, "In today's economic environment, it becomes even more critical to get the most out of your resources whilst retaining a competitive edge. Businesses need HR support yet may not want to incur the cost of a full time HR team. We address their people issues effectively and ensure they remain within legislative requirements."

For a free consultation or further information, please contact Niki Price on 07970 103498, niki@nikipriceassociates.co.uk or visit their website at www.nikipriceassociates.co.uk.

CLIENT OF THE MOMENT

What's happening amongst our clients? Who's thriving, despite the current market? Let's find out:

Even before the current recession, it was a common cry in the media that manufacturing in the UK is dead. Teekay Couplings, with a head office in Beaconsfield and a factory in Milton Keynes, are very happily proving that this is simply not the case!

Teekay pipe couplings allow pipes to be joined simply by butting two pipes together, without the need for flanging, grooving, threading or welding and have been sold for over thirty years to more than 85 countries worldwide, for use in countless industries, including civil, water, oil and gas, marine, building services, process, automotive and countless other industrial projects for pipes up to 4200mm in diameter.



Over the last six months, Teekay have not only set up a German arm, Teekay Rohrkupplungen GmbH, that will supply their full range of couplings throughout Germany and middle Europe, but has also acquired new premises in Milton Keynes to increase manufacturing floor space by a desperately needed 80% and to create a new Visitor Centre, allowing existing and potential customers to gain a thorough insight into the different solutions on offer, their potential applications and the significant benefits that a Teekay Coupling can provide.

Congratulations to all at Teekay; proof indeed that there are still thriving manufacturing companies in the UK!



If you would like more details about the products that Teekay produce, visit their website at www.teekaycouplings.com to download their brochure or call 01494 679500.

A Warm Welcome...

..to Janine Smith, who joined us recently on a part-time basis to prepare sole trader, partnership and limited company accounts and tax returns.

Janine originally worked alongside Chris for John Rickaby some twelve years ago and has fitted seamlessly back into the team, already helping us cope with the 'January madness'. Welcome on board Janine!

Liz is on the run again!

You may recall that in March 2009, Liz ran the 5 mile Berkhamsted Fun Run to raise money for the local Hospice of St Francis. Well, she is now training for a longer challenge, the first Brighton Marathon on the 18th April. If you would like to sponsor her for the **26.2 mile** course and support the Hospice, please visit www.justgiving.com/Liz-Baranov or call the office.



If you would prefer to receive future editions by email, please tell us via info@rickaby.co.uk

Important: The purpose of this newsletter is to give an overview of some current issues. No decision should be made in reliance on the contents of this publication as it is not intended to replace the need to seek expert advice.