

ANTROBUS

Seasons Greetings...

...to all our clients and other friends! This year we have decided not to send out Christmas cards, but to make a donation to a wonderful local charity, **Elizabeth Fitzroy Support** (www.efitzroy.org.uk). The charity provides practical support for adults with all forms of learning disability. We are delighted to be associated with them, as worthy successors to the Courtyard, which was our sponsored charity in 2008.

We hope that you like our **new branding**, which you will start to notice on our correspondence, invoices and emails. We believe that this logo is clean and modern. The buzzard logo symbolizes our aim to rise above day to day issues to look at the broader aspects of our clients' personal and business finances, whilst retaining a sharp eye for and the ability to focus swiftly on the fine detail. We hope to extend this to our web presence and indeed the fabric of our offices over the coming year, as the credit crunch eases.

We are now entering what is traditionally the busiest few months of our year, with the **Self Assessment deadline on January 31st** followed by and overlapping with the **"audit season"**. However, we are never too busy to talk to clients and will make time, even if it means calling or meeting **outside normal business hours**.

Wishing you all a Merry Christmas and Happy New Year!!
Mike Kirby—Director.

Staff news

We would like to welcome two new members of staff this quarter - **Sarah Cogman** and **Clive Grinter**. Sarah is studying to be an **Accounts Technician**, working alongside Mark in our Tax department. Clive has spent the last 13 years at **PricewaterhouseCoopers** and **Ernst & Young**, specialising in **expatriate taxation**. Clive originally trained with the then **Inland Revenue** (now HMRC) before starting general taxation in private practice in Southampton. After his "Big 4" experience, Clive is thrilled to be back in private practice with Antrobus joining our successful and enthusiastic taxation team. Clive fully shares our principles of providing Antrobus's clients with a high quality service with true transparency of communication and **innovative tax planning ideas**.

Please contact **Clive** on **01730 234500** if you have any personal taxation queries.

The Credit Crunch and your Future Security...

Have the recent financial market conditions made you **uncertain about your financial security** in the future? If your answer is yes then we may be able to help you. Keith Thomas, our resident Certified Financial Planner has put together a special **analysis package** for his clients, normally charged at £499 plus VAT, which will **review and analyse how their finances and planning have been affected by the recent financial crisis**.

This package consists of an initial meeting to take stock of the client's current financial arrangements. This will be followed by a second meeting to report back on the client's current state of affairs and some suggestions on where positive action may be taken.

We are offering this **special package** to Antrobus clients at **£249** plus VAT. This will include a **free one-year individual subscription to TaxSure Fee Protection**. Should you **decide to take up any of the positive actions that Keith proposes**, resulting in further fees payable, **the initial fee may be waived**.

If you are interested in speaking to **Keith** about retirement planning, investments or any other financial issue, please call **Alex** on **01730 234500** to arrange an appointment.

VAT news

Pre Budget Report 24 November 2008

You should have all received our recent email and/or newsletter on the **Pre-Budget Statement**. Apart from the usual duty changes, most of the rest of the contents **will not have a great deal of immediate impact** and we will be considering them in more detail over the coming months. **If you are concerned about any aspect, please contact Clive**. Full details of the proposals can be found on our website: www.antrobus.biz.

Top Tips to beat the recession:

- **Cash is King** – make sure you put cash flow forecasting to the top of your agendas. Ensure that you have systems in place to collect cash owed to you on a timely basis.
- **Talk to your bank** and/or other finance sources **BEFORE** you really need them. **Consider getting standby facilities in place** if you are at all concerned about your ability to get through the coming months.
- Watch any **covenants** that you may have entered into with lenders. Breaching them can have dire consequences.
- **Review all expense levels**, remembering that nothing should be sacrosanct and in the long-term all costs are variable!
- A recession also gives businesses an opportunity to grow while others are worried just about surviving. Also, the customers of businesses that don't survive will be going elsewhere – **that could be to you**. So, **consider whether there are growth opportunities** out there.

For detail on the background of the Credit Crunch, please go to the News Centre section of our website:

www.antrobus.biz.

CCH TaxSure Fee Protection

A few shocking facts about tax investigations and a simple solution

- Experience shows that **Aspect Enquiries are on the increase** in terms of both numbers and complexity
- Many are chosen at random or from information found on tax returns completed by other taxpayers
- HMRC inspectors are being offered bonuses for meeting their investigation/enquiry targets
- An investigation, enquiry or dispute can **cost many more times the cost of protection**

In October we sent out a mailing offering the **TaxSure fee protection** scheme to some of our clients covering tax investigation costs should it be necessary. Many thanks to those who have responded. Over the last 12 months we have seen an increase in activity by HMRC. As a measure of our concern we recommend that if you haven't already done so, you cover yourself for this eventuality by joining our TaxSure fee protection scheme.

Please call **Alex** or **Jenny** on **01730 234500** for more information.

Office Space

Antrobus House Business Centre can provide you with **modern**, fully furnished and fully serviced office accommodation in the town centre. We are **close to the A3** and have **express rail links with London** and the South Coast, and are **only 25 miles from Southampton Airport**.

The package includes a **fully furnished office** with **24-hour access**, car parking space, **broadband**, **reception facilities** including telephone and mail accommodation, business rates, insurance, **access to meeting rooms**, cleaning service, utilities and kitchen and shower facilities.

For an additional charge we can handle all your typing, faxing, photocopying and mail franking requirements too....

Please contact **Alex** or **Amanda** on **01730 234500** for more information.

Probiz - Centre of Excellence

We are delighted to announce that Antrobus has been awarded the status of a **Probiz Centre of Excellence**. We will address what this means in more detail in our next newsletter, but in the meantime, please feel free to visit www.probiz-network.com if you would like more information.

Client Feature

This quarter we welcome Bluebird Care as one of our newest clients. Bluebird Care rejoices in their motto **"Good old Fashioned Service"**. They are a provider and franchisor of care-at-home services. The care they deliver to people in their own homes is of the **highest quality** and is personalised to the needs of the customer. They are now **actively appointing franchisees** to run their own Bluebird Care offices throughout the UK, creating a strong and profitable business whilst also supporting the community. If you are interested in finding out about **receiving care at home** for yourself or a loved one or would like to invest in a franchise, please contact **Paul** or **Lisa Tarsey** on 01730 260026 or email care@bluebirdcare.co.uk or franchises@bluebirdcare.co.uk.

MYOB News

VAT Changes

Please email michaelgent@antrobus.biz and he will forward an easy guide on how to make the VAT changes on your MYOB software.

MAC Users

We have recently acquired an **Apple Mac** computer. If you have a problem with your data file just send it to us either by email or over Skype and we can sort it out here.

Please call **Mick Gent** on **01730 234500** with any other MYOB enquiries.