



Torgersens
CHARTERED ACCOUNTANTS

Accounting and Audit

WE DO BUSINESS

innovative accountancy, tax and business advisory solutions

torgersens.com

Accounting and Audit

Whatever the size of your business, you may benefit from the assistance of specialist accountancy and audit experts.

ACCOUNTING

Our accounting services range from bookkeeping support and payroll through to management accounts production and year end statutory accounts preparation. For companies that require an audit, we provide a comprehensive service that will deliver significant business benefit.

From bookkeeping services for small businesses to a full management accounts service for larger companies, we can help your business to run more efficiently and grow profitably. Our accounting services include:

Annual accounts

All UK registered companies are required to submit annual accounts (also known as 'statutory accounts') to Companies House and HMRC. Depending on the size of your business, a director's report and an auditor's report may also be required.

We can assist with the preparation and submission of your accounts and reports to ensure compliance and adherence to deadlines.

Management accounts

Management accounts are generally produced for use by the business's managers or owners. They offer financial analysis to inform business strategy and support you in achieving your goals. The benefits include:

- *Improved cost control*
- *A basis for setting targets*
- *Identifying profitable and non-profitable products or customers*
- *Identifying effective and ineffective areas of the business*
- *A way to share financial data with colleagues*

Bookkeeping

Start-up businesses and smaller concerns may require assistance with the efficient recording, storing and retrieval of transactions. We provide a full bookkeeping service that will take the stress out of managing your business's finances.

Payroll

A crucial function of any business is an efficient payroll system. Managing payroll is complicated and must be done on time. Employers are responsible for any errors that are made. We can provide a comprehensive payroll management service that is tailored to your business's requirements. This can include:

- *Employee payslips*
- *Monthly summaries and departmental reports*
- *Dealing with starters and leavers*
- *Analysis of staff costs*
- *Real Time Information (RTI) PAYE returns for HMRC*
- *Assistance with automated payments*
- *CIS returns*
- *Year-end employee summary P60s, P11D and P9D benefits and expenses returns*
- *Assistance with Work Place Pensions processing*

AUDIT

Your annual audit need not be a chore. In fact, an independent audit is a real opportunity to enhance and develop your business and increase its profitability.

Our clients operate in a range of business sectors and vary in size and complexity. We draw on the experience we've gained to provide you with expert commercial advice.

We understand that every business is unique, so we will tailor your audit service to suit the size and nature of your business. This allows us to gain insight into how your business works and enables us to provide sound advice based on our detailed knowledge and understanding.

Our experienced audit team will highlight areas of opportunity and identify any potential challenges. Working with you, we can put together an approach that is designed to overcome the problem areas and help develop the future strategy and direction of your business.

Once the audit has been carried out, we will provide you with a report covering the main issues. This will highlight:

- *Where there may be scope to improve the effectiveness of the accounting procedures and controls*
- *How to efficiently improve the quality of financial reporting*
- *Where there are cost saving opportunities*

We will review these findings with you to develop a strong improvement plan for the future.

THE NEXT STEP...

For more information, please call ALISON HENSHAW or email alison.henshaw@torgersens.com

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