

Charities



SHEEN STICKLAND LLP
CHARTERED ACCOUNTANTS



Charities

As a charity professional or Trustee, you may be under increasing pressure from strict guidelines on accountability and financial reporting. Sheen Stickland LLP are here to guide you through this highly regulated sector and relieve the burden of paperwork and compliance. We can make it easier for you to do what you do best - to help others. We are able to provide not only the statutory reporting that you require but also assist in many other areas of advice.

We've been closely involved with charities for many years and are often consulted by the Charities Commission and other government bodies. This means we have an extensive understanding of the latest issues affecting the sector and are proactive in advising you of any effects on your charity. We have a specialist team to help you manage your organisation in a highly efficient way and to operate with the same transparency and accountability as any modern business.

We act as auditors, reporting accountants, independent examiners and advisers to charities that range in size from small local groups to international organisations. This wide range of charity clients ensures that our expertise is being continually developed and refined. Solving a problem for one client provides a pool of knowledge for others, and our policy of easy access to partners means you can get expert advice whenever you need it.

SHEEN STICKLAND LLP
C H A R T E R E D A C C O U N T A N T S

CORE SERVICES

Accounting: Accurate and regular accounting information keeps you in touch with how your charity is performing. Our service can take care of all your bookkeeping and accounting needs, including the preparation of your annual accounts. We work closely with you to understand the needs of your charity so that our work can be tailored to your requirements.

Tax: Tax compliance is increasingly complex. We offer a range of services to help minimise your tax exposure and ensure that you take advantage of any tax breaks available to your charity. We can also relieve you of the administrative burden of complying with tax legislation.

Payroll: Administering your payroll is time consuming and can divert resources from the core activities of your charity. Our dedicated staff provide a comprehensive and confidential payroll service. Even if you have only a few employees, you'll make savings by engaging us to administer your payroll.

Audit: Organisations often regard the annual audit as an unnecessary burden. But we strive to transform it into a profit centre by taking the opportunity to



review your financial and management systems as well as helping you meet the statutory requirements. This often results in our identifying opportunities to improve the performance of your charity.

VAT: Value added tax is one of the most complex and onerous tax regimes imposed on charities. The constant stream of detailed changes to the regulations call for a trained professional eye to ensure that you do not overpay or fall foul of the regulations. We provide a cost effective VAT service, including:

- Assistance with VAT registration
- VAT planning and administration
- VAT control and reconciliation
- Help with completing VAT returns
- Negotiating with Customs & Excise

GOVERNANCE

Having an effective governance framework is increasingly important for charities. For trustees to have peace of mind they must be sure that their governance conforms to the Charity Commission's latest regulations. Sheen Stickland LLP can carry out comprehensive governance reviews to assess your charity's effectiveness and compliance.

Dedicated accounting, on demand.

FINANCIAL MANAGEMENT

At Sheen Stickland LLP we recognise that charities often have limited resources so we offer a range of services to look after all aspects of your financial management.

We review your existing **infrastructure** updating or implementing accounting systems and internal controls to ensure you operate as effectively as possible. We also provide specialist **IT support** so you'll always be able to get straightforward solutions to your questions.



We offer a range of services such as advice on raising finance and funding applications as well as fundraising monitoring. We can also monitor your budgets and investment performance as well as managing reserves.

Our experience means we can assist in **recruiting and training** specialist personnel such as fundraising consultants and other finance related staff.

SPECIALIST SERVICES

As charity specialists, we supply a comprehensive range of services designed specifically for charity and not-for-profit organisations. These services include specialist issues such as:

- Charity formation and Gift Aid
- Trading subsidiaries
- Negotiations with public authorities
- Restructuring
- Investigations
- Tax planning
- Trustee and staff training

FINANCIAL SERVICES

We jointly own an IFA company, Sheen Stickland Financial Services Limited who can give expert advice on financial products, regulations and legislative requirements. They operate on a fee basis so you can be sure that their advice is entirely unbiased. Products they recommend will be selected purely because of their benefit to you, and will be untainted by the level of commission available.



‘We share your aims and aspirations and seek to add value in all we do.’

CORE SERVICES:

- Bookkeeping
- Audit and accounting
- Payroll
- VAT
- Management accounting
- Business planning
- Tax Planning

SPECIALIST SERVICES:

- Charity formation and Gift Aid
- Trading subsidiaries
- Negotiations with public authorities
- UK and Expatriate staff remuneration
- Restructuring
- Investigations
- Trustee and staff training

FINANCIAL MANAGEMENT:

- Investment performance monitoring
- Risk management
- Business planning
- Reserves
- Funding application assistance
- Fundraising monitoring
- Fundraising consultant selection

GOVERNANCE:

- Governance reviews
- Strategic planning
- Performance measurements
- Regulatory requirements



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