

COMPLIANCE

Annual accounts & compliance

Statutory accounts, corporation tax and Companies House filings, on time every time. What a limited company must file, when, and what is changing.

What every limited company must file

FILING	DEADLINE	IF IT IS LATE
Annual accounts (Companies House)	9 months after the year end. First accounts: 21 months after incorporation	Automatic penalty of £150 to £1,500, doubled if late two years running
Corporation tax payment	9 months and 1 day after the year end	Interest at Bank of England base rate plus 4%
Corporation tax return (CT600)	12 months after the year end	£100, then a further £100 at 3 months, then tax-geared penalties
Confirmation statement	Within 14 days of the review date, at least every 12 months	An offence by the company and its directors; the company can be struck off

VAT returns, payroll submissions and P11D benefit returns run to their own timetables. We keep all of them on one deadline calendar for you.

More than a legal formality

Your filed accounts are public. Banks, lenders, credit agencies, suppliers and customers all read them, and a late filing or a qualified set of accounts can affect your credit rating and borrowing terms.

Directors are personally responsible for keeping adequate accounting records and for approving accounts that give a true and fair view. HMRC expects records to be kept for at least **six years**.

At a glance

9 months

to file accounts and pay corporation tax

19% to 25%

corporation tax, depending on profits

£1m

Annual Investment Allowance for plant and machinery

Company size (from April 2025)

	MICRO	SMALL
Turnover	£1m	£15m
Balance sheet	£500k	£7.5m
Employees	10	50

A company must stay within two of the three limits. Micro and small companies can prepare simpler accounts.

Corporation tax in brief

Profits up to £50,000 are taxed at the **19%** small profits rate and profits over £250,000 at the **25%** main rate, with marginal relief in between. The limits are shared between associated companies, so a second company can push both into higher rates.

Changes to know about

CHANGE	WHAT IT MEANS FOR YOU
Identity verification	All directors and people with significant control must verify their identity with Companies House. Existing directors do so when the company files its next confirmation statement, and the transition period ends on 18 November 2026 . As an Authorised Corporate Service Provider, we can verify identities for you.
Accounts filing reforms	Software-only filing, and a requirement for small and micro companies to file a profit and loss account, were due from April 2027. Companies House has postponed them and promised at least 21 months’ notice before they start.
Registered email address	Every company must give Companies House an appropriate email address for official correspondence. It is not shown on the public register.
Higher size thresholds	Raised for financial years starting on or after 6 April 2025, so more companies qualify as micro or small and can file simpler accounts.

Your year-end checklist

- ☐ Bank accounts reconciled to statements at the year end
- ☐ List of unpaid sales invoices and supplier bills
- ☐ Stock and work in progress counted and valued
- ☐ Invoices for equipment and vehicles bought in the year
- ☐ Director’s loan account reviewed. An overdrawn balance not repaid within nine months of the year end triggers a temporary tax charge (section 455)
- ☐ Dividends supported by board minutes and vouchers

How we work

- 01 Pre-year-end review.** We look at likely profit and planning options while there is still time to act.
- 02 Accounts and tax computation.** Prepared from your records, claiming every relief available.
- 03 Review meeting.** We explain the numbers in plain English and agree the tax to pay.
- 04 Filing and reminders.** We file with Companies House and HMRC, and remind you of payment dates.

PLANNING POINT

The year end is the last chance to act for that year: timing capital purchases, pension contributions, bonuses and dividends. Talk to us before the year end, not after.

TALK TO A PARTNER

Accounts that arrive on time, and make sense

We take over your filings, keep every deadline in one calendar and walk you through the numbers each year. You deal directly with Doug Murphy or Stephen Thompson, not a rotating account team.

Book a discovery call →

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