

COMPLIANCE

Cloud accounting & bookkeeping

Xero and QuickBooks set up and kept current, so your numbers are always to hand, and your records are ready for Making Tax Digital and e-invoicing.

Why businesses move to the cloud

- **Bank feeds** bring in every transaction daily, so there is no manual entry from statements.
- **A live view** of cash, what customers owe and what you owe, on your phone.
- **Invoices with payment links** so customers can pay by card or bank transfer in one click.
- **Receipts captured by photo** with apps such as Dext or Hubdoc, so there is no shoebox at the year end.
- **Shared access** for you and your accountant, so questions are answered on the same numbers, in real time.
- **Compliant by design** with Making Tax Digital for VAT and Income Tax.

The rules driving digital records

REQUIREMENT	WHO AND WHEN
Making Tax Digital for VAT	All VAT-registered businesses must keep digital records and file VAT returns through compatible software
Making Tax Digital for Income Tax	Sole traders and landlords with qualifying income over £50,000 from April 2026; £30,000 from April 2027; £20,000 from April 2028
E-invoicing	Mandatory electronic invoicing for VAT invoices between businesses from April 2029
VAT registration	Required once taxable turnover exceeds £90,000 in any rolling 12 months

At a glance

£90,000

VAT registration threshold

£50,000

MTD for Income Tax threshold from April 2026

2029

Mandatory e-invoicing for VAT invoices

What good looks like

- ☐ Bank reconciled every week
- ☐ Sales invoices raised the day the work is done
- ☐ Receipts captured when you buy
- ☐ Month closed by working day 10
- ☐ VAT return reviewed before it is filed
- ☐ Year end with nothing to catch up

Xero or QuickBooks?

We support both. Each is HMRC-recognised and connects to hundreds of apps. The right choice depends on your sector, the apps you already use, payroll, the number of users, and whether you trade in other currencies. We recommend one after looking at how your business actually works.

Our set-up process

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| <p>01 Review your current records, systems and the way money flows through the business.</p> | <p>01 Connect bank feeds, payment providers, receipt capture and payroll.</p> |
| <p>02 Choose the software and add-on apps that fit, with a plan and timetable.</p> | <p>02 Migrate opening balances and history, then check everything reconciles.</p> |
| <p>03 Configure the chart of accounts, VAT settings, tracking categories and user access.</p> | <p>03 Train you and your team, and stay on hand for questions.</p> |

Ongoing bookkeeping: choose your level

LEVEL	WHAT YOU DO	WHAT WE DO	SUITS
Review	Keep the books day to day	Review monthly or quarterly, correct errors, file VAT	Owners who like to keep control
Shared	Raise invoices and capture receipts	Reconcile the bank, run payroll and VAT	Most small businesses
Managed	Approve payments	Everything, including monthly management accounts	Growing businesses without an in-house finance team

WHY IT PAYS

Clean, reconciled books make year-end accounts faster and cheaper, reduce the risk of VAT errors and give lenders confidence. They also mean you can make decisions on this month's numbers, not last year's.

TALK TO A PARTNER

See your numbers in real time

We set up Xero or QuickBooks properly, connect your bank and apps, and keep your books current. You deal directly with Doug Murphy or Stephen Thompson, not a rotating account team.

[Book a discovery call →](#)

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