

business services for professional practices

PKFLITTLEJOHN

About PKF Littlejohn

PKF Littlejohn is an independent firm of chartered accountants and business advisors based in London's Canary Wharf. The firm is one of the largest single office practices in the UK and provides a full range of tax, accountancy and audit services to UK and overseas based clients.

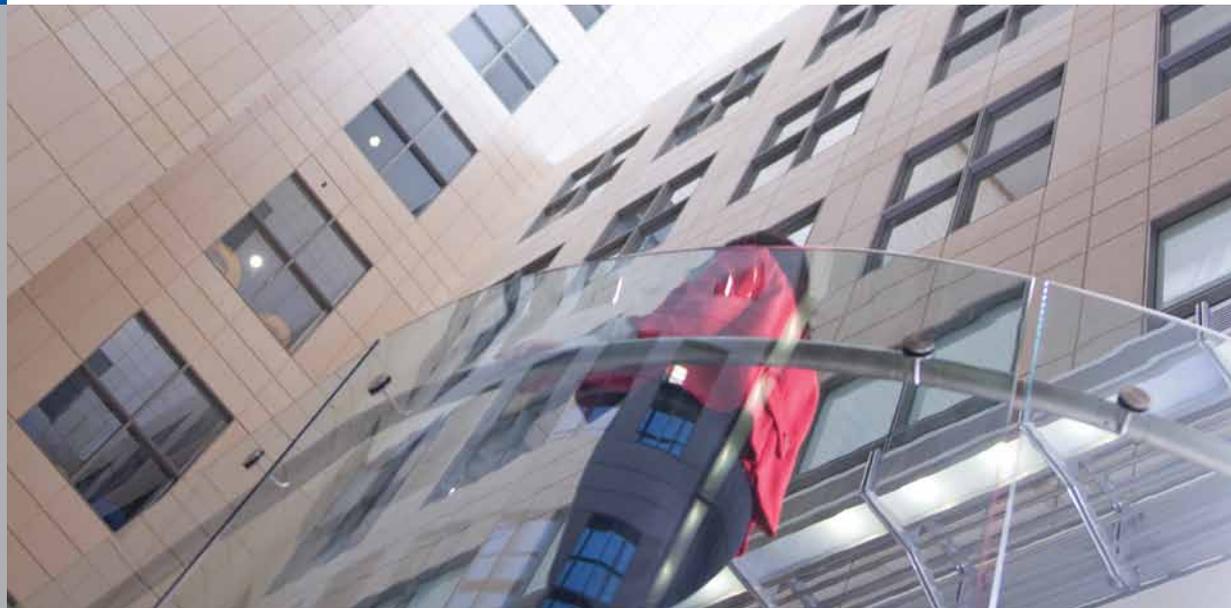
Our professional practices

PKF Littlejohn's professional practices team is staffed by experienced professionals, all of whom have in-depth knowledge of the operational, regulatory and financial challenges facing professional practices today.

Acting as accountants and advisors to lawyers, accountants, barristers and other professionals, the team provides partners, members and owners with peace of mind that both their practice and their own personal financial affairs are in good order and structured in a tax efficient way.

Strong relationships, substantial partner involvement, honest answers and intelligent solutions from a dynamic team of accountants and advisers. *We work with you to deliver the best for your business.*

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Professional practices

Professional practices face unique challenges, which is why it is important to have advisors who are on your wavelength, who understand the issues you face and who will work with you to develop your practice.

Our professional practice clients include small and mid-tier firms. Some seek purely accounts/audit, tax and general advice; others want a more hands-on business relationship which extends to practice management and strategic advice. They come to PKF Littlejohn because they want to deal with like-minded people who deliver a cost-effective, personal service.

Our attention is not focused just on the practice. Partners are important too. We work with you to ensure personal finances are structured to deliver benefits to both you and the practice.

Services to support your practice

We offer a full range of support – from carrying out your audit and tax compliance to providing a range of business services to support your practice and your clients.

Audit and compliance reviews

We ensure all compliance matters are delivered accurately and on time. But we also look to add value and have a keen eye on areas where you can make changes to systems to improve your efficiency, and ultimately your cash flow and profitability.

Business services

We offer a number of services that free up your management to focus on the core of the business. These include payroll, company secretarial, accounts preparation and VAT compliance services to your practice.

Outsourced client services

If you feel you are struggling to profitably deliver routine compliance services to your clients we can help. Our services include company secretarial, personal tax, service charge and trust accounts. We have the systems and expertise to ensure seamless delivery and are experienced in working with professional practices on a sub-contracted basis.

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Partnership tax

Planning is at the heart of our partnership tax services. By understanding your plans we can ensure you consider the tax implications of such decisions up-front, be they proposed property transactions, office moves, changes in WIP valuations or succession planning.

By dovetailing our tax work with our audit and accounts team, we ensure all compliance matters are dealt with in good time and that we give you advance warning of tax liabilities and potential cash flow issues. Our VAT and PAYE teams carry out health checks to minimise the risk of non-compliance.

Conversion to limited liability

There are both merits and pitfalls to conversion and you need to be fully aware of both before making the decision to proceed. We work through the options with you, helping you to make an informed decision.

If you decide that conversion is right for you, we guide you through each stage of the process, ensuring conversion is smooth and does not distract you from the day to day running of your business.

Employee benefits

A competitive and flexible remuneration package is essential for recruiting and retaining key staff and can be a useful motivational tool to improve performance. Structured correctly it can help minimise tax and NIC liabilities for both the practice and employee and provides benefits that are tailored to your employees' needs.

Wealth management

Our wealth management team will work with you to develop solutions for you and your people.

IT services

Your IT systems need to be robust, efficient and secure. Our in-house team of IT specialists can carry out a review of your current system to determine if it meets with today's demands. They can advise on possible changes as well as implement new systems if required.

Services to partners

As partners, it is often the case that insufficient time is devoted to your own personal financial circumstances, but it is as important to structure these appropriately as it is to manage the practice's affairs. We advise on personal tax compliance, planning, financial planning/wealth management and exit strategies.

Services

Audit and business assurance

- preparing annual accounts
- assurance reports
- statutory and voluntary audits
- Solicitors' Accounts Rules reviews

Business services

- outsourced finance function
- payroll
- work in progress valuations
- company secretarial

Tax advice and solutions

- partnership tax
- property tax
- mergers & acquisitions
- succession planning
- VAT compliance and advice

Practice management and strategic advice

- mergers and acquisitions
- partnership de-mergers and start-ups
- LLP and limited company conversion
- international growth
- partnership retreats and conferences
- partner appraisals
- employee benefits
- IT strategy, network design and support
- succession planning

Outsourced client services

- company secretarial
- personal tax advice
- trust accounting
- service charge accounting
- payroll services

Services to partners

- wealth management
- personal tax
- tax risk assessment

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Contact us

Our professional practices team brings together specialists from across the firm to provide clients with extensive knowledge and expert advice.

For an initial discussion, contact:



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