

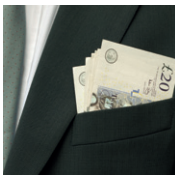
# FRANCIS and Co

Festival House, Jessop Avenue,  
Cheltenham GL50 3SH

T: 01242 633744 F: 01242 633745

E: [office@wfrancisandco.co.uk](mailto:office@wfrancisandco.co.uk)

W: [www.accountantcheltenham.me.uk](http://www.accountantcheltenham.me.uk)



## TAX RATES 2013/14

## INCOME TAX RATES

2013/14		2012/13	
Band £	Rate %	Band £	Rate %
0 - 2,790	10*	0 - 2,710	10*
0 - 32,010	20**	0 - 34,370	20**
32,011 - 150,000	40*	34,371 - 150,000	40*
Over 150,000	45*	Over 150,000	50*

\*Only applicable to dividends and savings income. The 10% rate is not available if taxable non-savings income exceeds £2,790 (£2,710).

\*\*Except dividends (10%).

♦ Except dividends (32.5%).

• Except dividends (37.5% for 2013/14 and 42.5% for 2012/13).

Other income taxed first, then savings income and finally dividends.

## INCOME TAX RELIEFS

	2013/14 £	2012/13 £
Personal allowance - born after 5 April 1948 / under 65	9,440	8,105
- born after 5 April 1938 and before 6 April 1948* / 65 - 74*	10,500	10,500
- born before 6 April 1938* / 75 and over*	10,660	10,660
(Reduce personal allowance by £1 for every £2 of adjusted net income over £100,000.)		
Married couple's allowance (relief at 10%)* (Either partner 75 or over and born before 6 April 1935.)	7,915	7,705
- min. amount	3,040	2,960
*Age allowance income limit	26,100	25,400
(Reduce age allowance by £1 for every £2 of adjusted net income over £26,100 (£25,400).)		
Blind person's allowance	2,160	2,100

## TAX CREDITS

	2013/14 £	2012/13 £
<b>Working Tax Credit</b>		
Basic element - max.	1,920	1,920
Childcare element		
70% of eligible costs up to £175 per week (£300 if two or more children).		
<b>Child Tax Credit (CTC)</b>		
Child element		
per child - max.	2,720	2,690
Family element	545	545

### Reductions in maximum rates

41% of income above £6,420\* p.a.

\*If only CTC is claimed, the threshold is £15,910 (£15,860) p.a. The family element of CTC tapers immediately after the child element from April 2012. The withdrawal rate is 41%.

## PENSION PREMIUMS

### 2013/14 and 2012/13

- Tax relief available for personal contributions: higher of £3,600 (gross) or 100% of relevant earnings.
- Any contributions in excess of £50,000, whether personal or by the employer, may be subject to income tax on the individual.
- Where the £50,000 limit is not fully used it may be possible to carry the unused amount forward for three years.
- Employers will obtain tax relief on employer contributions if they are paid and made 'wholly and exclusively'. Tax relief for large contributions may be spread over several years.

# CAR, VAN AND FUEL BENEFITS

2013/14

## Company cars

- For diesel cars add a 3% supplement but maximum still 35%.
- A 0% rate applies to cars which cannot emit CO<sub>2</sub> when driven.
- A 5% rate applies to cars with emissions which do not exceed 75gm/km when driven. The diesel supplement can apply to 75gm/km cars.
- For cars registered before 1 January 1998 the charge is based on engine size.
- The list price includes accessories and is not subject to an upper limit.
- The list price is reduced for capital contributions made by the employee up to £5,000.
- Special rules may apply to cars provided for disabled employees.

## Car fuel benefit 2013/14

£21,100 x 'appropriate percentage'\*

\*Percentage used to calculate the taxable benefit of the car for which the fuel is provided.

The charge does not apply to certain environmentally friendly cars.

The charge is proportionately reduced if provision of private fuel ceases part way through the year. The fuel benefit is reduced to nil only if the employee pays for all private fuel.

## Van benefit per vehicle

2013/14

Van benefit £3,000

Fuel benefit £564

The charges do not apply to vans which cannot emit CO<sub>2</sub> when driven or if a 'restricted private use condition' is met throughout the year.

CO <sub>2</sub> emissions (gm/km) (round down to nearest 5gm/km)	% of car's list price taxed
up to 94	10
95	11
100	12
105	13
110	14
115	15
120	16
125	17
130	18
135	19
140	20
145	21
150	22
155	23
160	24
165	25
170	26
175	27
180	28
185	29
190	30
195	31
200	32
205	33
210	34
215 and above	35

# MILEAGE ALLOWANCE PAYMENTS

2013/14 and 2012/13

## Cars and vans

Up to 10,000 miles

Over 10,000 miles

## Bicycles

## Motorcycles

## Rate per mile

45p

25p

20p

24p

These rates represent the maximum tax free mileage allowances for employees using their own vehicles for business. Any excess is taxable. If the employee receives less than the statutory rate, tax relief can be claimed on the difference.

# INDIVIDUAL SAVINGS ACCOUNTS (ISAs)

2013/14

2012/13

Overall annual investment limit

£11,520

£11,280

Comprising - cash up to

£5,760 max.

£5,640 max.

- balance in stocks and shares

£11,520 max.

£11,280 max.

## CORPORATION TAX

	Year to 31.3.14		Year to 31.3.13	
	Profits band £	Rate %	Profits band £	Rate %
Small profits rate	0 - 300,000	20*	0 - 300,000	20*
Marginal (small profits) rate	300,001 - 1,500,000	23.75*	300,001 - 1,500,000	25*
Main rate	Over 1,500,000	23*	Over 1,500,000	24*
Standard fraction		3/400*		1/100*

The profits limits are reduced for accounting periods of less than 12 months and for a company with associated companies.

\*Different rates apply for ring-fenced (broadly oil industry) profit.

## CAPITAL ALLOWANCES

### Plant and machinery - Annual Investment Allowance (AIA)

The AIA gives a 100% write-off on most types of plant and machinery costs, including integral features and long life assets but not cars, of up to £250,000 p.a. for expenditure incurred on or after 1 January 2013 (£25,000 for expenditure incurred on or after 6 April 2012 (1 April 2012 for companies)). Special rules apply to accounting periods straddling these dates.

Any costs over the AIA fall into the normal capital allowance pools below. The AIA may need to be shared between certain businesses under common ownership.

### Other plant and machinery allowances

The annual rate of allowance is 18%. An 8% rate applies to expenditure incurred on integral features and on long life assets.

A 100% first year allowance may be available on certain energy efficient plant and cars, including expenditure incurred on new and unused zero emission goods vehicles.

### Cars

For expenditure incurred on cars, costs are generally allocated to one of the two plant and machinery pools. For expenditure incurred on or after 6 April 2013 (1 April 2013 for companies) cars with CO<sub>2</sub> emissions not exceeding 130gm/km (previously 160gm/km) receive an 18% allowance p.a. Cars with CO<sub>2</sub> emissions over 130gm/km (160gm/km) receive an 8% allowance p.a.

## VALUE ADDED TAX

Standard rate	20%
Reduced rate	5%
Annual Registration Limit - from 1.4.13 (1.4.12 - 31.3.13 £77,000)	£79,000
Annual Deregistration Limit - from 1.4.13 (1.4.12 - 31.3.13 £75,000)	£77,000

## CAPITAL GAINS TAX

	2013/14	2012/13
<b>Individuals</b>	<b>£</b>	<b>£</b>
Exemption	10,900	10,600
Standard rate	18%	18%
Higher rate*	28%	28%
<b>Trusts</b>		
Exemption	5,450	5,300
Rate	28%	28%

\*For higher and additional rate taxpayers.

### Entrepreneurs' Relief

For disposals on or after 6 April 2011 the first £10m (£5m for disposals on or after 23 June 2010 and before 6 April 2011) of qualifying gains are charged at 10%. Gains in excess of the limit are charged at the rates detailed above.

## INHERITANCE TAX

Death rate	Lifetime rate	Chargeable transfers
%	%	2013/14 and 2012/13
		£'000
Nil	Nil	0 - 325*
40	20	Over 325*

\*Potentially increased for surviving spouses or civil partners who die on or after 9 October 2007.

### Reliefs

Annual exemption	£3,000	Marriage	- parent	£5,000
Small gifts	£250		- grandparent	£2,500
			- bride/groom	£2,500
			- other	£1,000

### Reduced charge on gifts within seven years of death

Years before death	0-3	3-4	4-5	5-6	6-7
% of death charge	100	80	60	40	20

## STAMP DUTY AND STAMP DUTY LAND TAX

### Land and buildings (on full consideration paid)

Rate	Residential property		Non-residential
	Disadvantaged areas*	Other	
	£	£	£
Nil	0 - 150,000*	0 - 125,000	0 - 150,000
1%	150,001* - 250,000	125,001 - 250,000	150,001 - 250,000
3%	250,001 - 500,000	250,001 - 500,000	250,001 - 500,000
4%	500,001 - 1,000,000	500,001 - 1,000,000	Over 500,000
5%	1,000,001 - 2,000,000	1,000,001 - 2,000,000	-
7%	Over 2,000,000	Over 2,000,000	-

\*The rules for disadvantaged areas are withdrawn for transactions with an effective date on or after 6 April 2013.

**Shares and securities** - rate 0.5%.

## NATIONAL INSURANCE

### 2013/14 Class 1 (employed) contracted in rates

Employee		Employer	
Earnings per week	%	Earnings per week	%
Up to £149	Nil*	Up to £148	Nil
£149.01 - £797	12	Over £148	13.8
Over £797	2		

\*Entitlement to contribution-based benefits retained for earnings between £109 and £149 per week.

<b>Class 1A (employers)</b>	13.8% on employee taxable benefits
<b>Class 1B (employers)</b>	13.8% on PAYE Settlement Agreements
<b>Class 2 (self-employed)</b>	flat rate per week £2.70 small earnings exception £5,725 p.a.
<b>Class 3 (voluntary)</b>	flat rate per week £13.55
<b>Class 4 (self-employed)</b>	9% on profits between £7,755 and £41,450 plus 2% on profits over £41,450

## MAIN SOCIAL SECURITY BENEFITS

Weekly benefit	2013/14	2012/13
<b>Basic retirement pension</b> - single person	£110.15	£107.45
- married couple	£176.15	£171.85
<b>Statutory pay rates</b> - average weekly earnings £109 (£107) or over		
Statutory Sick Pay	£86.70	£85.85
Statutory Maternity Pay		
First six weeks	90% of weekly earnings	
Next 33 weeks	£136.78*	£135.45*
Statutory Paternity Pay - two weeks	£136.78*	£135.45*
Statutory Adoption Pay - 39 weeks	£136.78*	£135.45*

\*Or 90% of weekly earnings if lower.

Additional Paternity Pay and Leave may be available for a child due or adoptions matched on or after 3 April 2011.

## SELF ASSESSMENT: KEY DATES 2013/14

**31 July 2013** - Second payment on account for 2012/13.

**5 October 2013** - Deadline for notifying HMRC of new sources of income (including the new Child Benefit charge) if no tax return has been issued for 2012/13.

**31 October 2013** - Deadline for submission of 2012/13 non-electronic returns.

**31 January 2014** - Deadline for filing electronic tax returns for 2012/13.

Balancing payment due for 2012/13. First payment on account due for 2013/14.

Rates are for guidance only. No responsibility for loss occasioned by any person acting/refraining from action as a result of this information can be accepted by the authors or firm.

# 2013

	January	February	March	April
<b>Mon</b>	7 14 21 28	4 11 18 25	4 11 18 25	1 8 15 22 29
<b>Tue</b>	1 8 15 22 29	5 12 19 26	5 12 19 26	2 9 16 23 30
<b>Wed</b>	2 9 16 23 30	6 13 20 27	6 13 20 27	3 10 17 24
<b>Thu</b>	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25
<b>Fri</b>	4 11 18 25	1 8 15 22	1 8 15 22 29	5 12 19 26
<b>Sat</b>	5 12 19 26	2 9 16 23	2 9 16 23 30	6 13 20 27
<b>Sun</b>	6 13 20 27	3 10 17 24	3 10 17 24 31	7 14 21 28

	May	June	July	August
<b>Mon</b>	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26
<b>Tue</b>	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27
<b>Wed</b>	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28
<b>Thu</b>	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29
<b>Fri</b>	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30
<b>Sat</b>	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24 31
<b>Sun</b>	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25

	September	October	November	December
<b>Mon</b>	30 2 9 16 23	7 14 21 28	4 11 18 25	30 2 9 16 23
<b>Tue</b>	3 10 17 24	1 8 15 22 29	5 12 19 26	31 3 10 17 24
<b>Wed</b>	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25
<b>Thu</b>	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26
<b>Fri</b>	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27
<b>Sat</b>	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28
<b>Sun</b>	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29

# 2014

	January	February	March	April
<b>Mon</b>	6 13 20 27	3 10 17 24	31 3 10 17 24	7 14 21 28
<b>Tue</b>	7 14 21 28	4 11 18 25	4 11 18 25	1 8 15 22 29
<b>Wed</b>	1 8 15 22 29	5 12 19 26	5 12 19 26	2 9 16 23 30
<b>Thu</b>	2 9 16 23 30	6 13 20 27	6 13 20 27	3 10 17 24
<b>Fri</b>	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25
<b>Sat</b>	4 11 18 25	1 8 15 22	1 8 15 22 29	5 12 19 26
<b>Sun</b>	5 12 19 26	2 9 16 23	2 9 16 23 30	6 13 20 27

## **Our services include:**

### **Accounting**

- Preparation of Annual Accounts
- Preparation of Periodic Management accounts
- Providing book-keeping services
- Maintaining PAYE and VAT Records and associated returns

### **Company Secretarial**

- Preparation and filing of statutory returns
- Preparation of Minutes and Resolutions
- Company Formation
- Company Searches

### **Taxation Advice**

- Personal Tax
- Business Tax
- Company Tax
- Capital gains Tax
- Inheritance Tax
- Inland Revenue Investigations
- Value Added Tax
- PAYE and National Insurance compliance

### **Business Planning Services**

- Business Start-up Planning and Advice
- Strategic and Business Planning
- Financial Management
- Financial Information Systems
- Computer Systems Advice

### **Auditing**

- Statutory audit
- Independent review