

Charities Conference 2012

Your essential annual update covering:

- Gift Aid
- A Legal Update
- Trading
- Efficient Audits
- Financial Statements

Plus

- A Client Perspective
from a Charity



London

28 February 2012

De Vere Holborn Bars, London

The Midlands

15 March 2012

Hilton Hotel, Castle Donington

Full Day Conference £265

(including lunch) plus VAT per person

£50 for MembershipPLUS 25% Discount for Members



Charities Conference 2012

28 February 2012
DeVere Holborn Bars, London

15 March 2012
Hilton Hotel, Castle Donington

Our one day charities conference has been specifically designed for partners or senior managers with responsibility for a number of charity clients. It is a specialist conference looking at a wide range of practical issues which will enable those attending to provide the best possible advice to their clients.



9.30am

Welcome and Introduction by Conference Chairperson

Phil Frost, Mercia Group Limited

9.35am

Recent Trends in the Charity Sector

Phil Frost, Mercia Group Limited

An overview of interesting statistics, facts and figures from the charity sector in the last couple of years.

9.50am

Gift Aid – Ups and Downs

Andrew Burgess, Mercia Group Limited

Gift Aid represents a major income boost for charities but there are dangers in trying to stretch it too far. This session will look at the uses and limits of Gift Aid and will also deal with the common problem areas found by HMRC on their audits.

11.00am **Coffee**

11.15am

Working with your Charity Clients to get the Financial Statements Right

Bill Telford, Telford Financial Training

In this session Bill will consider how to help clients prepare financial statements which comply with charity law, and where relevant the Charities SORP, within ethical constraints.

Using examples of published accounts he will review practical issues and pitfalls in compliance.

Areas covered will include:

- Agreeing a working timetable for accounts preparation

- Identifying problem areas early
- Fund accounting and related disclosure
- Risk assessment and reporting
- Related parties
- Income recognition and disclosure
- Finalising and agreeing the accounts
- Publishing accounts in summarised format – what you and the client need to know and bear in mind.

12.15pm

Charities: A Legal Update

Louise Dunford

- Dealing with the new public benefit test
- Update of relevant case law for last 12 months
- Impact of Charities Bill 2011
- Charity volunteers and employment law
- Charities and the Catholic Care case
- Implications of Bribery Act 2011 for charities
- Data protection changes - warning for charities

1.00pm **Lunch**

2.00pm

Trading

Andrew Burgess, Mercia Group Limited

The identification and treatment of trading income is a perennial problem for many charities and the perceived solution of the use of a trading company may actually create more problems. This session will look at a number of practical issues using real cases.

3.00pm **Tea**

3.15pm

What is Important to Us? - Hear from a Charity

Juliet Bouverie, Director Corporate Development Macmillan Cancer Support or Patricia Brookes, Director of Fundraising, Rainbows Hospice

As Accountants and Tax Advisers it is critical that we understand our clients. Don't miss your opportunity to hear from a UK Charity about their current issues and challenges.

3.45pm

Working with your Charity Clients to Ensure the Audit Runs Smoothly and Efficiently

Bill Telford, Telford Financial Training

In this session Bill will consider the key audit management and client relationship issues for charity auditors and independent examiners.

He will also look at those issues in charity audits, independent examination and accounts preparation assignments which give rise to help-desk queries and criticisms from regulators.

- Agreeing the form and content of the financial statements and required reports
- Provision of non-audit services, how to avoid the ethical traps
- Accounting services
- Grant applications
- Managing the difficult audit issues
- Fraud risk assessment
- Completeness of income
- Accounting estimates
- Adapting your methodology to client specific circumstances
- Drafting reports for audit, independent examination and compiled accounts, and modifying reports where necessary

4.45pm

Close of conference

CPD Hours: 6



Mercia is recognised by the ACCA as an approved training provider. All of our courses qualify for CPD hours as required by all UK accountancy bodies.

Enrol online at www.mercia-group.co.uk

Speakers

Andrew Burgess

Andrew joined Mercia in 2003 as an experienced tax lecturer and consultant. After 14 years with the Revenue, Andrew joined Neville Russell, which became Mazars following the merger in 1998. At the time of leaving he was senior tax partner in the firm and had overall responsibility for the running of the personal tax department. His expertise lies in the areas of employment taxation, investigation work, charity tax and personal tax planning.

Juliet Bouverie

Since November 2011, Juliet is Director of Services at Macmillan Cancer Support. This is a new role with overall accountability for the development and delivery of Macmillan's strategy and services for people with cancer UK. This includes driving innovation and quality in cancer services across the UK with internal and external partners. Before that, Juliet was Director of Corporate Development at Macmillan for 4 years responsible for Strategy, Research, HR and Secretariat/Legal. Prior to that, Juliet was Macmillan's Head of Planning & Policy for 8 years.

Patricia Brookes

Patricia is Director of Fundraising at Rainbows Hospice for Children & Young People. She heads the fundraising department which includes Marketing and Communications and a new Retail initiative. Patricia has worked in the charity sector for the past 15 years for charities including Marie Curie Cancer Care and The Children's Society, prior to which she worked in the corporate sector.

Louise Dunford

Louise Dunford has since 1987 been continuously involved in training and consultancy, both for professional firms and for commercial organisations. Until recently she also worked as an associate senior lecturer at the University of Portsmouth where she was mainly engaged on postgraduate teaching on the MBA, MA Personnel Management and MA Business Law, and she retains an active relationship with the University, having taught on their IPD courses in Grand Cayman and Guernsey. Louise specialises mainly in aspects of practical employment law, company law and on professional negligence, and has published widely in leading academic and professional journals.

Phil Frost

Phil started lecturing in 1983 having qualified with Coopers & Lybrand in his home town, Sheffield. He was the midlands regional director of Financial Training before joining Mercia in 2001. He lectures to the accounting profession and to those in industry and commerce on accounting, auditing, and related legal and regulatory topics as well as specialising in charity and property accounting and international accounting standards.

Bill Telford

Having qualified with an international practice, Bill has spent more than 30 years in technical and training roles within the profession. Bill has been involved in developing and delivering training on the audit and accounts of charities for many years, latterly as Head of National Training at Baker Tilly, one of the leading auditors of charities in the UK. As treasurer of Eastgate Baptist Church, Bill is directly involved in applying the charities accounting requirements in a small charity and coping with the regulatory and compliance issues.

Venues & Timings

London

De Vere Holborn Bars,
138 - 142 Holborn,
London EC1N 2NQ
Tel: 0844 980 2327

28 February 2012
9.30am - 4.45pm

The Midlands

The Hilton Hotel, Junction 24, M1,
Derby Road, Castle Donington, Derby
DE74 2YW (Sat Nav DE74 2SL)
Tel: 01509 674000

15 March 2012
9.30am - 4.45pm

25% discount for Members

A 25% discount on the total price will be given to all firms who pay an annual subscription (based upon the size of their practice) to belong to a Mercia training group. This does not include firms who buy season tickets. For further information please contact Sarah Moore.

£50 for MembershipPLUS

If you are a MembershipPLUS firm the cost of attending this conference is £50 plus VAT per place.

Booking Form

I would like to book places on the Charities Conference as follows:

	No. of places in London 28 February 2012	No. of places in Castle Donington 15 March 2012
Full day conference @ £265 per person	<input type="text"/>	<input type="text"/>
A total of _____ places @ £265	£	<input type="text"/>
Less 25% discount for Members*	£	<input type="text"/>
A total of _____ places @ £50 for MembershipPLUS	£	<input type="text"/>
Sub total	£	<input type="text"/>
Plus VAT at 20%	£	<input type="text"/>
TOTAL	£	<input type="text"/>

Contact name

Name of firm

Address

Postcode

Telephone

Email

Delegate Name(s)

Please invoice my firm. I understand the usual 30 day credit terms apply

I enclose a cheque for £ _____ made payable to Mercia Group Limited

I would like to receive more information about Membership/MembershipPLUS

*CPD members - 25% discount vouchers will be allocated to these bookings, if appropriate, unless you indicate otherwise.

Confirmation: An email confirming your booking will be sent to our enrolment or main contact. Joining instructions will be sent by email 10 days before the date of the event you are booked on to. Cancellations: No refund will be made where cancellation is received less than 14 days before the date of the course. All other cancellations will be subject to a £25 administration charge. All cancellations must be in writing.



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conference please contact
Emily Bailey on 0116 258 1200



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