

2009/10 Training Programme

UK200 Tyne Tees



UK200 Tyne Tees Training Group

CPD Course Programme 2009/10

COURSE TITLE	SPEAKER	DATE	VENUE
Capital Allowances: A Current Perspective	Mark Morton Mercia Group Ltd	Tuesday 21 April 2009	Ramside Hall
Charities: Current Issues	David Gallagher Mercia Group Ltd	Wednesday 20 May 2009	Ramside Hall
Introduction to International Personal Tax	Andrew Burgess Mercia Group Ltd	Wednesday 24 June 2009	Aston Hotel Darlington
Auditing in a Recessionary Environment	Andrew Güntert Mercia Group Ltd	Monday 6 July 2009	Ramside Hall
Finance Act 2009	Pat Nown Mercia Group Ltd	Tuesday 29 September 2009	Ramside Hall
Use of Trusts for Tax Planning	Andrew Burgess Mercia Group Ltd	Tuesday 27 October 2009	Ramside Hall
Company Law Update	John Welsford Mercia Group Ltd	Monday 9 November 2009	Ramside Hall
Tax Planning for Family Companies	Phil Williams Mercia Group Ltd	Wednesday 25 November 2009	Ramside Hall
Topical Tax Issues	Mark Morton Mercia Group Ltd	Tuesday 9 February 2010	Ramside Hall
Accountancy & Assurance Update	Phil Frost Mercia Group Ltd	Thursday 11 March 2010	Ramside Hall

All courses will run from 2.00pm until 5.00pm

Venues

Durham
Ramside Hall Hotel
Carrville
Durham
DH1 1TD
Tel: 0191 386 5282

Darlington
Aston Hotel Newton Park
Coatham Munderville
Darlington
Co. Durham DL1 3NL
Tel: 01325 329600

UK200 Tyne Tees Training Group

Professional Development Course

Programme 2009/10

COURSE TITLE	DATE(S)	TIME	VENUE
BUSINESS ADVISORY			
Practical Business Issues	Wednesday 6 May 2009	Full day	WestOne
	Thursday 15 October 2009		Newcastle Rugby Football Club
Advising the Client: Fraud	Wednesday 6 May 2009	pm	Newcastle Rugby Football Club
	Tuesday 3 November 2009		WestOne
AUDIT AND ACCOUNTING			
The Auditor at Risk	Wednesday 6 May 2009	am	Newcastle Rugby Football Club
	Tuesday 3 November 2009		WestOne
Charities: An Introduction	Wednesday 20 May 2009	am	Ramside
Introduction to Farmers' Accounts	Tuesday 9 June 2009	Full day	Ramside
Principles of Bookkeeping	Monday 14 September 2009	Full day	Newcastle Rugby Football Club
	Monday 21 September 2009		WestOne
Bookkeeping: The Next Stage	Tuesday 15 September 2009	Full day	Newcastle Rugby Football Club
	Tuesday 22 September 2009		WestOne
Bookkeeping Case Study	Wednesday 16 and Thursday 17 September 2009	2 days	Newcastle Rugby Football Club
	Wednesday 23 and Thursday 24 September 2009		WestOne
Understanding Company Accounts	Monday 26 October 2009	Full day	WestOne
	Tuesday 3 November 2009		Newcastle Rugby Football Club
Understanding Analytical Procedures	Tuesday 27 October 2009	am	WestOne
	Wednesday 4 November 2009		Newcastle Rugby Football Club
Audit Exemption and Abbreviated Accounts	Tuesday 27 October 2009	pm	WestOne
	Wednesday 4 November 2009		Newcastle Rugby Football Club
Effective Small Company Audits	Wednesday 4 November 2009	am	WestOne
Efficient File Completion	Wednesday 4 November 2009	pm	WestOne
Effective Use of Analytical Procedures	Thursday 10 December 2009	am	Ramside

UK200 Tyne Tees Training Group

Professional Development Course

Programme 2009/10

COURSE TITLE	DATE(S)	TIME	VENUE
File Review Skills	Thursday 10 December 2009	pm	Ramside
Accounts Preparation Skills	Monday 1 February 2010	Full day	Newcastle Rugby Football Club
	Monday 15 February 2010		WestOne
Auditing: First Principles	Tuesday 2 February 2010	am	Newcastle Rugby Football Club
	Tuesday 16 February 2010		WestOne
How to Audit Series	Tuesday 2 to Thursday 4 February 2010	2½ days	Newcastle Rugby Football Club
	Tuesday 16 to Thursday 18 February 2010		WestOne
How to Audit Series	Monday 8 and Tuesday 9 February 2010	2 days	Ramside
TAXATION			
General Tax Update for Accounts Staff	Tuesday 8 September 2009	Full day	WestOne
	Thursday 17 September 2009		Newcastle Rugby Football Club
Introduction to PAYE and NI	Friday 18 September 2009	am	Newcastle Rugby Football Club
	Friday 25 September 2009		WestOne
Introduction to VAT	Friday 18 September 2009	pm	Newcastle Rugby Football Club
	Friday 25 September 2009		WestOne
Capital Allowances	Tuesday 13 October 2009	am	WestOne
	Wednesday 14 October 2009		Newcastle Rugby Football Club
Corporate Tax Case Study	Tuesday 13 October 2009	pm	WestOne
	Wednesday 14 October 2009		Newcastle Rugby Football Club
Business Tax 2	Wednesday 28 October 2009	am	WestOne
	Thursday 29 October 2009		Newcastle Rugby Football Club
Corporation Tax 1	Wednesday 28 October 2009	pm	WestOne
	Thursday 29 October 2009		Newcastle Rugby Football Club

UK200 Tyne Tees Training Group

Professional Development Course

Programme 2009/10

COURSE TITLE	DATE(S)	TIME	VENUE
Business Tax 1	Wednesday 4 November 2009	Full day	Ramside
	Wednesday 25 November 2009		Newcastle Rugby Football Club
	Friday 27 November 2009		WestOne
Personal Tax 1	Tuesday 24 November 2009	Full day	Newcastle Rugby Football Club
	Thursday 26 November 2009		WestOne
Tax Issues Arising from Accounts Review	Wednesday 10 February 2010	am	Ramside
VAT Problem Areas for Accounts Staff	Wednesday 10 February 2010	pm	Ramside
PERSONAL SKILLS AND MANAGEMENT DEVELOPMENT			
Effective Business Letter & Report Writing	Thursday 7 May 2009	am	WestOne
	Thursday 7 May 2009		Newcastle Rugby Football Club
	Tuesday 3 November 2009	pm	Ramside
Effective Time Management	Thursday 7 May 2009	pm	WestOne
	Thursday 7 May 2009		Newcastle Rugby Football Club
Communication: The Essential Skills	Friday 5 February 2010	Full day	Newcastle Rugby Football Club
	Friday 19 February 2010		WestOne
IT SKILLS			
Sage 50: Set Up and Processing Cycles*	Monday 12 October 2009	Full day	WestOne
	Tuesday 13 October 2009		Newcastle Rugby Football Club
Sage 50: The Advanced Modules**	Friday 11 December 2009	Full day	Ramside

The timing of the courses will be 9.30am to 1.00pm - am courses, 2.00pm to 5.00pm - pm courses or full day(s) where stated

*Numbers limited to 12, plus IT supplement of £30 plus VAT per participant

**Numbers limited to 12 (four places allocated per firm)

Venues

Durham

Ramside Hall Hotel
Carrville Durham DH1 1TD
Tel: 0191 386 5282

Leeds

WestOne Wellington Street
Leeds LS1 1BA
Tel: 0113 203 1420

Newcastle

West Stand Newcastle Rugby Football Club
Kingston Park Brunton Road Kenton Bank Foot
Newcastle Upon Tyne NE13 8AF Tel: 0191 214 5588

UK200 Tyne Tees Training Group

Digital CPD Course Programme 2009/10

COURSE TITLE	DATE
Audit Update	April 2009
Accountancy and Assurance Update	May 2009
Taxation of Property Transactions	June 2009
Corporation Tax Refresher	July 2009
Capital Gains Tax - A Current Perspective	August 2009
Accounting for Properties and the Audit Issues	September 2009
Finance Act 2009	October 2009
Money Laundering Update	November 2009
Topical Tax Issues	December 2009
VAT Update	January 2010
Charities: Current Issues	February 2010
Maximising Profit and Minimising Risk in Smaller Audits	March 2010

UK200 Tyne Tees Training Group

Local membership

£50* per firm plus £264 (£254) per partner and full time (working 20+ hours per week) member of professional staff.

- Send any number of participants on any courses forming part of the local CPD programme.
- Send any member of staff, including support staff, on any courses on the Professional Development programme.
- 12 training CDs of our most popular CPD courses (optional*).
- A copy of the quarterly edition of Vision, including the Audit and Tax Technical Update, for each partner and senior member of staff, this will be sent by email in a PDF format.
- 25% discount on our specialist courses and significant discounts on our wide range of support services.
- 50% discount on Quorum Training courses.

*£50 deduction in per firm fee for those not wishing to take up this option

The annual membership fee is based upon the size of individual firms as detailed above. All professional staff should be included on the membership form, not just those who will be attending courses. Professional staff are those who undertake the normal professional work of an accountancy practice, therefore excluding receptionists, secretaries, administrative staff and keyboard operators.

If you would like to become a Mercia Training Group Member please complete the form or if you require further information, please contact Michelle Hammond or Zoë Canham on 0116 258 1200.

National Membership

£50* per firm plus £330 (£318) per partner and full time (working 20+ hours per week) member of professional staff.

- All the benefits of local membership
- Unlimited places on other local CPD and PDC programmes at no extra cost.
- Unlimited places on regional specialist programmes (£50 per delegate charged on full day courses where lunch provided).
- Unlimited places on national specialist programmes at a cost of £50 per delegate.
- 25% discount on partners' conference.
- 25% discount on open management training courses.

To view the wide range of courses that will be available to you and your team visit www.mercia-group.co.uk and select 'find a course'.



Whilst our courses are predominantly aimed at those working in practice, a number of accountants from industry do attend and find them very useful. You may therefore be interested in offering your clients the opportunity to attend our courses by including them in your membership or season ticket booking. If you have any questions please email liz.coates@mercia-group.co.uk or call her on 0116 258 1200.

**Mercia Group Ltd, Best House, Grange Business Park, Enderby Road, Whetstone, Leicester, LE8 6EP
Tel 0116 258 1200 Fax 0116 258 1250 www.mercia-group.co.uk**

UK200 Tyne Tees Training Group

CPD Course Booking Form 2009/10

COURSE TITLE	DATE	NUMBER(S) ATTENDING
Capital Allowances: A Current Perspective	Tuesday 21 April 2009	
Charities: Current Issues	Wednesday 20 May 2009	
Introduction to International Personal Tax	Wednesday 24 June 2009	
Auditing in a Recessionary Environment	Monday 6 July 2009	
Finance Act 2009	Tuesday 29 September 2009	
Use of Trusts for Tax Planning	Tuesday 27 October 2009	
Company Law Update	Monday 9 November 2009	
Tax Planning for Family Companies	Wednesday 25 November 2009	
Topical Tax Issues	Tuesday 9 February 2010	
Accountancy & Assurance Update	Thursday 11 March 2010	

Firm Name _____ Date _____

Contact Name _____ Signed _____

Please return to Jane Purple at the address below:

**Mercia Group Ltd, Best House, Grange Business Park, Enderby Road, Whetstone, Leicester, LE8 6EP
Tel 0116 258 1200 Fax 0116 258 1250 www.mercia-group.co.uk**

UK200 Tyne Tees Training Group

Professional Development Course

Booking Form 2009/10

COURSE TITLE	DATE(S)	DELEGATE NAME(S)
BUSINESS ADVISORY		
Practical Business Issues	Wednesday 6 May 2009	
	Thursday 15 October 2009	
Advising the Client: Fraud	Wednesday 6 May 2009	
	Tuesday 3 November 2009	
AUDIT AND ACCOUNTING		
The Auditor at Risk	Wednesday 6 May 2009	
	Tuesday 3 November 2009	
Charities: An Introduction	Wednesday 20 May 2009	
Introduction to Farmers' Accounts	Tuesday 9 June 2009	
Principles of Bookkeeping	Monday 14 September 2009	
	Monday 21 September 2009	
Bookkeeping: The Next Stage	Tuesday 15 September 2009	
	Tuesday 22 September 2009	
Bookkeeping Case Study	Wednesday 16 and Thursday 17 September 2009	
	Wednesday 23 and Thursday 24 September 2009	
Understanding Company Accounts	Monday 26 October 2009	
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Understanding Analytical Procedures	Tuesday 27 October 2009	
	Wednesday 4 November 2009	
Audit Exemption and Abbreviated Accounts	Tuesday 27 October 2009	
	Wednesday 4 November 2009	
Effective Small Company Audits	Wednesday 4 November 2009	
Efficient File Completion	Wednesday 4 November 2009	
Effective Use of Analytical Procedures	Thursday 10 December 2009	

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File Review Skills	Thursday 10 December 2009	
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Auditing: First Principles	Tuesday 2 February 2010	
	Tuesday 16 February 2010	
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	Tuesday 16 to Thursday 18 February 2010	
How to Audit Series	Monday 8 and Tuesday 9 February 2010	
TAXATION		
General Tax Update for Accounts Staff	Tuesday 8 September 2009	
	Thursday 17 September 2009	
Introduction to PAYE and NI	Friday 18 September 2009	
	Friday 25 September 2009	
Introduction to VAT	Friday 18 September 2009	
	Friday 25 September 2009	
Capital Allowances	Tuesday 13 October 2009	
	Wednesday 14 October 2009	
Corporate Tax Case Study	Tuesday 13 October 2009	
	Wednesday 14 October 2009	
Business Tax 2	Wednesday 28 October 2009	
	Thursday 29 October 2009	
Corporation Tax 1	Wednesday 28 October 2009	
	Thursday 29 October 2009	

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COURSE TITLE	DATE(S)	DELEGATE NAME(S)
Business Tax 1	Wednesday 4 November 2009	
	Wednesday 25 November 2009	
	Friday 27 November 2009	
Personal Tax 1	Tuesday 24 November 2009	
	Thursday 26 November 2009	
Tax Issues Arising from Accounts Review	Wednesday 10 February 2010	
VAT Problem Areas for Accounts Staff	Wednesday 10 February 2010	
PERSONAL SKILLS AND MANAGEMENT DEVELOPMENT		
Effective Business Letter & Report Writing	Thursday 7 May 2009	
	Thursday 7 May 2009	
	Tuesday 3 November 2009	
Effective Time Management	Thursday 7 May 2009	
	Thursday 7 May 2009	
Communication: The Essential Skills	Friday 5 February 2010	
	Friday 19 February 2010	
IT SKILLS		
Sage 50: Set Up and Processing Cycles	Monday 12 October 2009	
	Tuesday 13 October 2009	
Sage 50: The Advanced Modules	Friday 11 December 2009	

Firm Name _____ Date _____

Contact Name _____ Signed _____

UK200 Tyne Tees Training Group Membership Application Form

Firm's Name _____

Address _____

_____ Postcode _____

Telephone _____

Fax _____

Email _____

Main Contact _____
(PLEASE PRINT)

Enrolment Contact _____
(PLEASE PRINT)

Membership Options - Local or National

I confirm that my firm wishes to take up **LOCAL** membership of the above training group for the year ending 31 March 2010 and that the fees are acceptable. The total number of partners and full time professional members of staff of this firm as at 1 April 2009 are detailed opposite

or

I confirm that my firm wishes to take up **NATIONAL** membership of the above training group for the year ending 31 March 2010 and that the fees are acceptable. The total number of partners and full time professional members of staff of this firm as at 1 April 2009 are detailed opposite

Course details

Please indicate below how you wish to receive your monthly course details (please select ONE of the following).

Email Printed copy

Training CDs

Would you like to receive 12 training CDs as part of your membership?

Yes No

Signed _____ Date _____
(PARTNER)

Professional Staff Details

Trainees

ACA

ACCA

AAT

ATT

Other

Senior staff

Partners

Total Staff

If your clients would benefit from attending courses and you would be willing to include them in your membership, complete this box.

Clients

New Total