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Hello again and welcome to our latest newsletter.

Please keep getting in touch with your comments and suggestions coming in; we do like hearing from you. Thanks.

Update News

We hope to commence issuing the next update (2.0.5) on 10th December, and aim to get everyone updated by the 21st, when it appears quite a lot of firms will close for the festive season. Current Blue Tuesday licences don't expire until 10th January.

The forthcoming changes include:

Requesting a ledger with no transactions will populate the matter details instead of giving blank information. Two users have asked for this.

The Accounts tab will include a button named 3 Way Reconciliation, which compares cashbook, bank and ledger figures. Choose a bank account to report on, complete the bank statement figure and the rest of the form will populate, but give you the opportunity to add comments. This one's a regulatory change to comply with the new SAR requirements.

When completing a matter, the system will check for unpaid bills and will warn you but still allow completion of the matter.

Bills noted as paid after the update will have a little 'p' on the bill line of the ledger card.

In Accounts, Nominals, Statement, the Date button can be clicked to reverse the date order (i.e., to newest first) of shown transactions. Click again to revert.

SMS messages can be sent through the Document History section of matters. You'll need to register for this and we think the subscription cost via one firm we've found is about 2p per message.

Document History will also allow importation of multiple files, as requested by one user firm.

On the Bank Reconciliation Report, if the Date of Reconciliation is deleted, it will repopulate prior to the report being shown. This is to avoid an error message.

Some of Making Tax Digital changes will be within the programme but not useable yet as there are still lots of question marks over the 'what's and 'how's, and so it continues to be a work in progress.

Hints & Tips

* If you need to look at a matter's transactions while looking at another screen, look for the Floating Forms, select Time Sheet, choose the relevant matter and click on the **L** box on the right of the screen. The ledger card will be shown underneath the Timesheet posting screen but on top of whatever was on screen before that. Close the posting screen to see (or print or save) the report, then close that to revert to the original screen.

* We can move the Floating Forms box for you permanently, or you can move it temporarily by clicking on the top bar, holding and dragging. Next time you open the programme, it'll be back to its original position.

* Deposit Direct transactions won't appear on a Ledger screen as they don't touch the client account. Look instead at a Deposit ledger.

* Could we suggest that, if you have organised your backup folder into periods, e.g., 2018-09, 2018-10 etc., after the end of December, create a new folder called 2018 and drop all the 2018 folders into there. Keeps it neat and makes finding folders easier later.

Bank Reconciliation Mismatch

We've had support calls saying the Bank Reconciliation report (in the Reports tab) doesn't agree with the Bank Reconciliation posting (in the Accounts tab).

This can happen when there is/are posting/s dated after the requested date of the report, bearing in mind that the report default date is the current date.

If you spot this, change the default date to, say, 10 years hence and see if that sorts the problem out. Have a look at the last few entries on both reconciled and unreconciled postings as they'll show in date order.

Still not showing? Look at the Nominal Statement for that bank nominal. Go to the end of the report and check the date of the last few transactions.

The next update will show balances as at a specifically requested date, but also, underneath to other totals, the current balances

HMRC's comments on Making Tax Digital (MTD)

HMRC are in regular touch with us and all other software development companies who have registered with them for MTD details. Very regular at the moment!

They have advised of the following incorrect information which is circulating:

The existing HMRC VAT portal will close in April 2019. It will not — in circumstances already outlined, the new initiative will not apply to all VAT registered businesses immediately on 1st April 2019 and therefore the portal will remain open for the time being.

MTD VAT is being postponed. No, it isn't, it will come into effect on 1st April 2019 and will affect all VAT quarters starting on or after that date, although some 3.5% of mandated businesses won't have to comply until 1st October 2019.

MTD will require a cloud-based software package. No, MTD will require digital record-keeping and submission of the VAT data via third party software, but they advise that the software definitely does not have to be cloud-based.

Some software is already HMRC approved or accredited. HMRC do not approve, accredit or kite-mark third party products. Once software programmes have completed HMRC's recognition process, they can say that their software has been 'recognised' by HMRC.

Also, a number of products and "associated material" (from which we assume they mean advertising and marketing) have been using HMRC branding, which is copyrighted and should not be used in any third party products or supporting material such as websites. HMRC will contact offenders and ask that any content breaching their copyright is removed.

Christmas and New Year

We'd like to take this opportunity to wish you all a happy, peaceful and relaxing holiday over the Christmas and New Year breaks.

Our opening hours will be as follows:

Monday, 24th December	09.00—14.00	Friday, 28th December	10.00—15.00
Tuesday, 25th December	closed	Monday, 31st December	10.00—15.00
Wednesday, 26th December	closed	Tuesday, 1st January	closed
Thursday, 27th December	10.00—15.00	Wednesday, 2nd January and onwards	09.00—17.00

If you need to contact us outside these hours, please email. We can't promise to respond immediately, but can certainly get back to you as soon as we are next in the office.

As mentioned in our November Newsletter, we aren't sending out Christmas cards but instead have made a donation to the Midlands Air Ambulance which covers Gloucestershire, Herefordshire, Shropshire, Staffordshire, Worcestershire and the West Midlands.

In September 2017, a friend of one of our team had an accident in this coverage area when he was painting the high walls of the microbrewery his son-in-law was opening the following day. The tall ladder he was using slipped. He had several injuries, including two shattered legs and the loss of a lot of blood. Matters were made worse by the fact that it took him 15 minutes to drag himself to the doorway to draw attention to his situation. The Air Ambulance were called and duly arrived, but sadly they didn't have enough fuel to take him to hospital, so he had to endure a long and painful road journey. That's why we chose this cause.