



● HUMAN RESOURCES

going further to deliver more

**anstey
bond**
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HR is an essential component of any business, tasked with maximising employee productivity and protecting the company from any issues that may arise in the workforce.



Welcome to Anstey Bond Human Resources

HR plays a key role in helping companies deal with our fast-changing business environment and the demand for quality employees in the 21st century.

Human Resources is the division of a business, regardless of its size, responsible for finding, recruiting, screening and training job applicants. We also handle employee compensation, benefits and terminations.

HR is an essential component of any business, tasked with maximising employee productivity and protecting the company from any issues that may arise in the workforce.

We help our clients develop strategies that focus on actively advancing and improving their organisation's workforce with the long term goal of strengthening the business itself. Equally, our comprehensive services include administrative duties and issues of regulatory compliance.

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Payroll

A time-consuming administrative hassle to most, and especially small businesses, our service eases that burden allowing clients to focus on the management and growth of the business. We work with you to ensure payroll paperwork is properly managed and fully compliant.

Our specific payroll services include:

- Regular Payroll Runs – including National Insurance and PAYE deductions
- Year End Reports – to support management accounts
- Consultancy – including support on HR issues, remuneration structure and benefits

Paying Less Income Tax

Every individual has a tax free income allowance of £12,570 per year, including bonuses, rental and pension incomes. However, if your current income does not reach this threshold, perhaps we can help you identify practical ways to increase your annual tax free income.

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HR Support

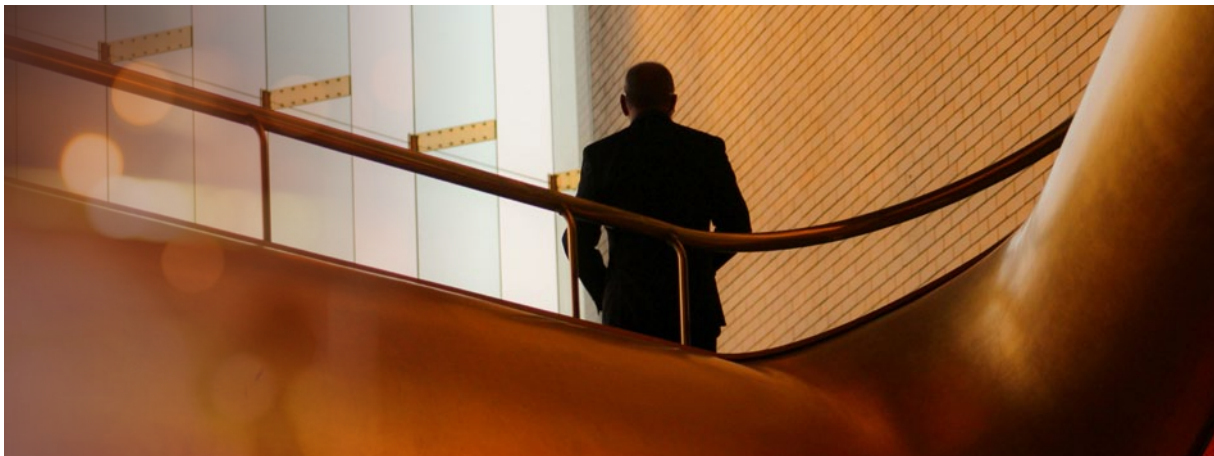
The most common way to reduce your income and therefore your tax liability is to pay into a pension which will reduce your tax bill by the top rate of tax. For example, if you earn £60,000 and pay £10,000 into a pension, you reduce your tax bill by £4,000. Avoiding the Pension Lifetime Allowance Tax Charge when the value of your pensions exceeds the Pension Lifetime Allowance, you will pay tax at a rate of between 25% and 55%. However, there are a number of ways you can minimise this charge.

HR Consultancy

Your dedicated advisor, together with our wider network of HR experts, will support you with any work you require in the training of your staff or managers, devising appraisal systems and/or run disciplinary meetings. Our expertise allows us to act as an outsourced HR Director for your business helping you deliver a strategy focused on increasing profit value.

HR Review

The review ensures that your employment documentation is fully up to date, legally compliant and that it reflects best practice. Your advisor will review and update contracts of employment, the staff handbook and other documents including disciplinary policy, grievance procedure resulting in a bespoke suite of policy documents and staff information.



GDPR Compliance & Audit

General Data Protection Regulation (GDPR) is an important component of EU privacy and human rights law. Every business is accountable for the way in which it manages personal data and your advisor has a particular expertise in ensuring GDPR compliance. As a key part of our service, your advisor will ensure you have the correct documentation, a legal basis for the processing and storage of personal data and provide solutions in the event of any issues arising. Our aim is to deliver complete peace of mind.



● ACCOUNTANCY & AUDIT ● TAX & TAX PLANNING ● FINANCIAL PLANNING ● HUMAN RESOURCES

We are looking forward to hearing from you. For more information, call us on +44 (0)20 7014 8060 or email us at info@ansteybond.com

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