Tax Planning For Life

Year ended 5 April 2016
Welcome

Our tax and wealth planning guide 2015-16* navigates you through a wide range of planning opportunities and strategies for all stages and facets of life: from childhood to working/business life and onwards to those happy golden years of retirement and semi-retirement.

We don’t just help our clients to pay their taxes, we help them to plan ahead to reduce their current and potential tax liabilities and we help them to maximise the income they receive from their investments.

This guide will give you a range of tax-saving, investment and nest egg protection ideas to consider.

Once you’ve had time to reflect on how you could be reducing your tax bill, or quite simply being more canny about how you fund your personal, family and business investments, our tax and wealth management advisors will talk you through the simple steps you should take now so that you do not pay a penny more in tax than HMRC is due.

When you’ve worked out your priorities, give us a call and we will create a Tax & Wealth Plan for your life.

*If, following UK General Election 2015, subsequent changes are made to UK taxes & rates a revised Martin Aitken & Co Ltd Tax Rate Card and Tax Planning for Life publication will be published on www.maco.co.uk
It may seem somewhat dispassionate to think about tax planning for children but your offspring give you the opportunity to protect the family income from HMRC.

Double the benefit
If grandparents have sufficient disposable income, consider asking them to make regular donations to the grandkids (e.g. to pay for school fees). This removes a financial burden whilst at the same time reducing the grandparents’ inheritance tax (IHT) bill.

Advantages of a Trust*
If you don’t want to give a gift direct to the kids, consider setting up and transferring the asset(s) into a trust. With a little planning, this can be undertaken with no Capital Gains Tax (CGT) or IHT consequences and it also reduces your taxable estate.

Junior ISA
You should also consider the benefits of a Junior ISA in line with the ISA changes. Overall these are becoming more valuable for all the family. The long term IHT changes for ISAs also mean that these are valuable as a cradle to grave investment.

Gifting Options
Gifting income producing assets to the children, such as shares in the family company, is a good way of reducing the ‘global’ family tax bill whilst at the same time conducting succession planning. Care needs to be taken to ensure there are no capital gains or inheritance tax liabilities.

REDUCE GRANDPARENT’S IHT BILL

Marriage Gifts
Lastly, in the event of your children’s marriage, you can gift up to £5,000 to the happy couple, free from IHT.

For IHT purposes, everyone is a higher rate taxpayer.

“Care needs to be taken to ensure there are no capital gains or inheritance tax liabilities.”

18% BASIC RATE

The obvious benefit of tax planning is reduced tax liabilities, which results in you retaining more money for your own needs. You will have more disposable income, better control over your finances and this will enable you to make more informed investment decisions.

Capital Gains Tax (CGT)
CGT is payable when, for instance, you sell a second home or valuable item, or gift it to a relative, that has gained substantially in value. CGT rates remain at 18% for basic rate taxpayers and 28% for higher rate payers. Capital gains of £11,100 or less are exempt from CGT.

The personal allowance for 2015/16 is £10,600 with higher tax rate tax (40%) payable on earnings above £42,385. Earnings above £150,000 continue to be taxed at 45%. The basic tax rate for 2015/16 continues to be 20% and the basic rate threshold has been reduced by £80 to £31,785.

Looking ahead, the personal allowance will increase to £10,800 from 6 April 2016 and to £11,000 from 6 April 2017 and the higher rate threshold will increase to £42,700 in 2016/17 and £43,300 the following year. Please do remember though if your net income exceeds £100k, your personal allowance is reduced by £1 for every £2 of excess income, which produces a marginal tax rate of 60%.

The impact of this is as follows:

<table>
<thead>
<tr>
<th>Taxable income</th>
<th>Marginal rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>£100,000-£121,200</td>
<td>60%</td>
</tr>
<tr>
<td>£121,201-£149,999</td>
<td>40%</td>
</tr>
<tr>
<td>£150,000+</td>
<td>45%</td>
</tr>
</tbody>
</table>

The end of the tax return?
Making Tax Easier: The End of the Tax Return, a publication by HMRC sets out the proposals to move to an online digital process for self-completion by both businesses and individuals. By early 2016, all small businesses and 10 million individuals will have their own digital tax account, and, by 2020, more than 50 million businesses and individuals will be able to access their online account. This is an enormous undertaking for HMRC within an extremely tight initial timescale. Concerns are already being expressed as to whether the proposed deadlines will be met. We’ll keep you posted.

*Martin Aitken Financial Services Limited would like to confirm that Trusts, some buy to let mortgage products and general Tax Planning advice are not FCA regulated activities.
Marriage & Civil Partnership

The institution of marriage/civil partnership offers unique opportunities for tax planning.

Transfer Assets
Assets can be passed between couples without any CGT liabilities and, in the case of IHT, any unused portion of the £325,000 Nil Rate Band, can be passed to the surviving partner on the death of the first spouse/civil partner.

Moving home? Investing in residential property?
On 1 April 2015, Stamp Duty & Land Tax (SDLT) was replaced in Scotland by a new Land & Buildings Transaction Tax (LBTT). The new LBTT rates that apply to residential purchases are set out below:

<table>
<thead>
<tr>
<th>Property Value</th>
<th>LBTT % payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to £145,000</td>
<td>0%</td>
</tr>
<tr>
<td>£145,001 to £250,000</td>
<td>2%</td>
</tr>
<tr>
<td>£250,001 to £325,000</td>
<td>5%</td>
</tr>
<tr>
<td>£325,001 to £750,000</td>
<td>10%</td>
</tr>
<tr>
<td>Over £750,000</td>
<td>12%</td>
</tr>
</tbody>
</table>

Help to buy ISA
Thinking about purchasing property for your children? The Help to Buy ISA for first time buyers will provide a Government bonus of £50 for every £200 a first time buyer saves, up to a maximum of £3,000 for those who save at least £12,000 for a deposit to purchase their first home. The scheme is available per person, rather than per household, meaning that couples or families looking to buy together will be able to receive multiple bonuses!

Qualification criteria: first time buyer who is at least 16 years old and who intends to purchase a house up to £250,000 (£450,000 in London). Help to Buy ISAs are expected to be launched from Autumn 2015.

Help to ISAs: tax free income and (multiple) tax free capital gains. Couples looking to buy together will be able to receive multiple bonuses.

Sharing
The relationship can be used to crystallise CGT losses but retain the asset. For example, husband could sell shares in the family business at a loss, then his wife could immediately repurchase the shares. An allowable loss has been created for nil cost to the couple.

Transferrable Allowances
Married couples and civil partners can transfer 10% of the basic personal allowance (£1,060) to their other half. Please note, that the wife or husband or partner must not be a higher rate tax payer, and if they are not, they will benefit from a tax reduction of 20% of the transferred amount i.e. £212.

“Existing PEP, ISA and Cash ISA holdings can be consolidated & assets allocated to match your needs for capital or income growth (or both)”.

Balancing it out
The CGT exemption (currently £11,100) comes in handy when transferring shares in the family company. If one partner has capacity in their Personal Allowance or Basic Rate Band, shares should be transferred to allow the spare capacity to mop up dividend payments with no additional tax to pay. If the transferee partner already owns company shares, the added benefit is that Entrepreneur’s Relief (see p9) is not lost on the shares transferred.

Time to Employ
Consider employing a non-working spouse in your family business and pay them a salary up to the Personal Allowance. This brings additional tax free income into the marital/civil partnership and a business tax deduction too.

Help to buy ISAs:
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Property Value  LBTT % payable
Up to £145,000  0%
£145,001 to £250,000  2%
£250,001 to £325,000  5%
£325,001 to £750,000  10%
Over £750,001  12%

Moving home? Investing in residential property?
On 1 April 2015, Stamp Duty & Land Tax (SDLT) was replaced in Scotland by a new Land & Buildings Transaction Tax (LBTT). The new LBTT rates that apply to residential purchases are set out below:
When considering the possible sale of your business, Entrepreneur’s Relief (ER) should be at the forefront of your mind. The rate of tax which applies to the sale of your business would normally be 18/28% but ER allows the seller to access a 10% rate, thus preserving up to 90% of the sale proceeds.

As with many reliefs, there are a number of conditions to be satisfied. The conditions for share sales is more stringent where the relief is conditional on the percentage held, the length of ownership and the company fulfilling certain trading requirements.

The Chancellor tightened up the rules in Budget 2015 which apply to individuals with an indirect shareholding in a trading business and to those whose personal assets were used in the business. If you’re unsure if ER is applicable, give us a call. We’ll talk you through the eligibility criteria and the qualifying considerations in the context of your situation – before you sell.

Shareholders should also consider the advantage of transferring shares to a spouse/civil partner. Each person has a £10m lifetime limit for ER – spreading shares between spouses can double the lifetime limit to £20m.

Running your business is hard work. In order to maximise the fruits of your labour, we suggest the following strategies which both reduce the tax burden and maximise profits.

**Flexible Packages**

Owner Managed Businesses (OMB) have the advantage of greater flexibility when it comes to remuneration packages. Dividends have a lower income tax rate and are not subject to NICs. You should also consider salary sacrifice schemes in return for pension payments or non-taxable benefits such as Workplace Nursery Vouchers.

Changes to Corporation Tax rates have further enhanced the personal tax benefits of dividends.

**Low CO₂ Vehicles**

From April 2015, all rates over 75g increased by 2% to a new maximum of 37%. Two new bands were introduced: 0-50g CO₂ (5%) and 51-75g CO₂ (9%). Electric cars will trigger a benefit in kind and van benefit rises to £3,150, £630 for electric vans. The fuel multiplier rises by £400, despite the recent fall in price at the pumps. From April 2016, the 3% diesel supplement will be abolished.

**Trading Losses**

Whilst business losses may be an indicator of difficult trading circumstances, they do have an important tax use. Trading losses can be set off against other income in the same year or carried back to the prior year. Losses in the first four years of trading can likewise be carried back up to three years.

If unquoted subscriber shares have subsequently reduced in value by 95% or more, the loss in the total cost can be offset against current year income or carried back one year.

There is a limit on the amount of loss relief that an individual may claim for deduction from their total income in a tax year. The limit in each tax year is the greater of £30,000 or 25% of the individual’s adjusted other income. Some other Income Tax reliefs are also likewise restricted.

**Er & EMI**

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**Corporation Tax**

From 1 April 2015, there will be a single rate of 20% irrespective of the company’s profits.

<table>
<thead>
<tr>
<th>Profits</th>
<th>31/3/15 (FY14)</th>
<th>31/3/16 (FY15)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First £300,000</td>
<td>20%</td>
<td>20%</td>
</tr>
<tr>
<td>£300,000-£1.5m</td>
<td>21.25%</td>
<td>20%</td>
</tr>
<tr>
<td>£1.5m+</td>
<td>21%</td>
<td>20%</td>
</tr>
</tbody>
</table>
Business & Working Life

Research + Development = Reward

If you run your own company and it has been engaged in research or process improvements, you will want to check if the associated expenditure qualifies for Research & Development (R&D) Relief. A claim under the R&D regulations could give your company an enhanced tax deduction or generate a cash payment from HMRC.

R&D tax relief for SMEs rose from 225% to 230% from 1 April 2015. So for every £1,000 spent on R&D, corporation tax relief can be claimed on £2,300. If a company experiences a trading loss for the period it can choose to convert the loss into repayable tax credits. The repayable tax credit rate for SMEs is 14.5% for expenditure incurred on or after 1 April 2014.

What is R&D and what is not R&D?
The definition is much wider than many people think. Our advice – if you’re not sure or even if you think it won’t qualify but would like a second opinion, it’s better to have asked the question than to regret it later on down the line.

Giving is Good

Limited companies pay less Corporation Tax when they give any of the following to a charity:

- Money, equipment or trading stock, land, property or shares in another company (your own company shares don’t qualify), employees on secondment or sponsorship payments.
- Regard that you can delay and even reduce the tax due on the sale. For instance, tax due on an asset sale can be delayed by reinvesting the proceeds in another qualifying asset.
- Stock, land, property or shares in your own business. There has been uplift in the Annual Investment Allowance (AIA).

If you are thinking about selling a business asset and a gain is likely to accrue, bear in mind that you can delay and even reduce the tax due on the sale. If you sell your business you could, by reinvesting the proceeds in a relative’s trading venture, further reduce your tax bill on the sale.

Plan & Invest

Capital Allowances (CAs) represent a valuable tax deduction for your business. There has been uplift in the Annual Investment Allowance (AIA). The threshold rose from £250,000 to £500,000 on 1 April 2014 and this will remain in place until 31 December 2015. If a business spent £500,000 on new machinery it would be able to obtain full relief for the expenditure. Investments in excess of £500,000 will attract the usual 18% or 8% writing down allowances.

Time for an Asset Review to identify plant incorporated in buildings? Call us now to arrange a review.

Investments

With our relatively high income tax rates, it’s worth converting your income into capital to access the preferable 18%/28% tax rates when the asset is eventually sold.

Property investments are the best example with the added benefit of an income stream from say a Buy-to-Let. Even if the asset is sold at a loss, this can be relieved against current and future gains. There are a number of attractive investment wrappers which offer important CGT as well as income tax savings.

Selling Assets

If you run your own company and it has been engaged in research or process improvements, you will want to check if the associated expenditure qualifies for Research & Development (R&D) Relief. A claim under the R&D regulations could give your company an enhanced tax deduction or generate a cash payment from HMRC.

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Protective Approach – ISA Becomes NISA

The annual savings limit increased substantially to £15,240 from 6 April 2015. The Junior ISA limit also increased to £4,080.

The new ISA (NISA) has been simplified to allow investment up to £15,240 into cash, stocks & shares or a combination of the two. You will now be allowed to transfer from cash to stocks & shares and vice versa. The Chancellor announced that ISAs will include additional flexibility to enable funds to be withdrawn and replaced during the tax year. This will allow you to top up your ISA without it counting towards your annual allowance for the tax year. This new flexibility comes into effect Autumn 2015 when a wider range of new ISA investments will be launched.

Don’t forget that spouses and civil partners can now inherit their deceased spouse’s ISA funds tax free. ISAs do lose their tax wrapper on death; however the surviving spouse will now be given an additional ISA allowance up to the amount of the deceased spouse’s ISA value.

Savings

To encourage saving, from April 2016 savers will benefit from a new personal savings allowance which will exempt the first £1,000 (£500 for higher rate tax payers) of interest from income tax – see table below. This follows on from announcement made in Budget 2014 which almost doubled the amount of savings income which can, in certain circumstances, be taxed at a reduced rate. The amount rises from £2,880 in 2014/15 to £5,000 in 2015/16. The current 10% rate will be reduced to 0% from April this year.

Savings £

<table>
<thead>
<tr>
<th>Annual Interest (1.5%)</th>
<th>Tax paid today Basic Rate</th>
<th>Tax paid from 2016/17 Basic Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>25,000</td>
<td>£375</td>
<td>£75</td>
</tr>
<tr>
<td>75,000</td>
<td>£1,125</td>
<td>£225</td>
</tr>
<tr>
<td>150,000</td>
<td>£2,250</td>
<td>£450</td>
</tr>
</tbody>
</table>

Martin Aitken Financial Services Ltd would like to confirm that not all buy to let mortgage products are regulated by the FCA.
**Funding Options**

The following schemes are aimed at start up or existing small, entrepreneurial based companies seeking initial or additional round of funding.

A relatively new relief is the Seed Enterprise Investment Scheme (SEIS). 50% Income Tax Relief is available on investments of up to £100,000 with the added benefit of no CGT when the shares are sold. If the disposal crystallises a loss, this can be surrendered against income, albeit restricted by the extent of relief claimed in the year of investment. Losses on SEIS shares can also be surrendered against gains.

A similar relief in the shape of Enterprise Investment Scheme (EIS) is also available, which operates almost like a ‘grown up’ version of SEIS. 30% Income Tax Relief is available on investments of up to £1 million and no CGT is payable when the shares are sold. If shares are sold at a loss, this can be utilised against income or gains and is not subject to any restriction. The other advantage of SEIS and EIS investments is that they offer flexible purposes to benefit from this tax relief. EIS investments must be held for a minimum of three years.

Investment in Venture Capital Trusts (VCTs) - an indirect investment in small companies - enables the taxpayer investor to benefit from 30% Income Tax relief on investments of up to £200,000 with a CGT exemption on the sale of VCT units. The Chancellor announced a few changes to Venture Capital Schemes in his 2015 Budget that will impact SEIS, EIS and VCT schemes in that all investments must be made with the intention of growing & developing the business and investors must be ‘independent’ from the company. A cap on the total investment a business may receive of £15m (EIS) and £20m (VCT) will also be introduced.

The Social Venture Capital Trust announced in the Autumn Statement 2014 will be legislated in a future Finance bill. Social VCTs will work on the same principal as STIRs and will enable investors to claim income tax relief at 30% on investments in certain charities, community bodies and companies.

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**Thinking about setting up a trust**?

A trust is a legal arrangement which allows assets, usually property or money, to be looked after by a trustee for the good of one or more beneficiaries. By setting up a trust you can: provide for both you and your partner, whilst keeping the assets intact for the benefit of your children; protect the family home from being sold to pay for residential care fees and trusts can also reduce your IHT bill by taking assets out of your estate. There are several types of trust, and they do not suit everyone, but worth a thought.

You should consult with a qualified Financial Adviser before making any investments. You should also consult with lawyer before setting up a trust. If you require, we can put you in touch with a lawyer who will be able to help.

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**Pensions**

**New World of Pensions – greater freedom, more choice and more flexibility.**

**Pensions for you**

The latest research published by the Office of National Statistics suggests that if you are 65 today, there is a 70-80% probability that you can expect to live to your 80s, and around a 40% probability that you will live to your 90s, which is great news for us all – you should plan for your future with this time horizon in mind. Don’t ignore your own longevity.

There is now more flexibility in drawing funds from a pension pot from April 2015. An individual aged 55 or over, will be able to withdraw as much or as little as they want to from their pension pot. There will no longer be a need to purchase an annuity. An individual could withdraw his or her entire pension pot, however income tax will be payable at your marginal rate on 75% of your pot. The first 25% can be taken tax free.

Pensions are typically held in trust outside your estate so they are not subject to inheritance tax, in most cases. However, pension contributions made whilst in ill health or within two years of death may still be liable to IHT. Additional tax charges may also apply if you exceed the lifetime allowance* and die before reaching 75.

The “55% pension death tax” has been abolished. Under the old system if someone died aged 75 or over, without having spent all of their pension pot, the remaining funds were normally taxed at 55% before being passed on. Only if the pension pot had never been touched could it be inherited tax free, and then only if the pension owner died before the age of 75. The table below summaries what the situation is from April 2015 under the new system.

*Taxed at highest marginal rate of tax
Pensions

Already retired?

From April 2016, pensioners already in receipt of annuity income may be able to sell their future income entitlement to a third party with the agreement of their annuity provider. Please note this is in consultation at the moment and may change.

Furthermore, you no longer need to have a secure income of £20,000 to meet the minimum income requirement (MIR) for flexible drawdown, only £12,000 of MIR will be required from April 2015.

For those that don’t meet the MIR for flexible drawdown, capped drawdown limits have been increased from 120% to 150% of the equivalent annuity to enable pensioners to draw a higher income in retirement.

Trivial commutation and small lump sum pension pot limits are also being increased from April 2015. Under trivial commutation, pensioners are currently restricted to withdrawing £18,000 as a lump sum. This will be increased to £30,000 and the age limit from which individuals can take trivial commutation will reduce from 60 to 55.

Consider making a net pension contribution of £250 per month - £3,000 gross per annum (£2,400 net) for your grandchildren. Even if the contributions are only until they reach working age of 16 years, the fund (assuming 4% growth) would be worth around £87,000.

If neither you or your grandchild make any further contributions, at age 60, the fund (assuming 4% growth) would be worth around £375,000 for a net outlay during their formative years of £48,000.

Further, assume the grandchild starts contributing £250 per month at age 25 to their pension. At age 60 (again assuming around 4% growth per annum) the fund would be worth over £600,000.

Lifetime allowance (LTA) reduced

The allowance available to pension savers will reduce from £1.25m to £1m from 6 April 2016. The £1m limit will then be indexed in line with the Consumer Prices Index (CPI) from April 2018. 55% tax will still have to be paid on funds in excess of the LTA. A change was announced in Budget 2015 which now means that on death, any excess paid out as lump sum will be taxed at marginal rate of income tax rather than the current flat rate of 55%.

“Inheritance Tax planning should be considered at the earliest possible opportunity. The aim must be to reduce (as much as possible) the taxable estate above your £325,000 nil rate band.”

Everyone should have a Will* & POA

At the end of your life, you won’t regret not having passed one more exam; not reaching the top of the promotion ladder; not winning that first prize; and not having cleared out the back of the kitchen cupboard.

But you will regret time not spent with your loved ones: your partner, your children, your parents and grandparents, and your friends. And you’ll regret not thinking about what you want to happen to your possessions and estate when you are no longer around to influence things. As well as distributing your estate in a manner which accords with your wishes, a Will can also be used to pass on your assets in a tax efficient manner.

Don’t leave your family with the unwanted legacy of sorting out your estate and financial affairs – and a potentially larger than necessary tax bill. If you’ve not got a Will make an appointment today. Give us a call and we’ll help you to get the ball rolling.

A Power of Attorney will allow you to appoint someone else to deal with the financial and/or welfare side of your life, in the event that you are no longer capable of making these decisions for yourself.

Scottish Rate of Income Tax

The new rates may come into effect from 6 April 2016. More news will be published on www.maco.co.uk as and when it is announced. As well as the new rates, there are number of other areas which will need to be looked at by the respective Governments e.g. Gift Aid, pensions tax relief.

Deeds of Variation (DoV)

The Chancellor has announced plans to consult on the use of DoV for tax avoidance purposes.*

Estate Planning*

Gifting assets out of your estate reduces the tax take on your estate. You have a £3,000 Annual Exemption (representing a £1,200 IHT saving).

Think about testamentary gifts out of your estate to a charity. This act of benevolence may reduce the amount of IHT payable on your estate, whilst benefitting your charity of choice. For more ideas, see our Inheritance tax and Family Tax Planning pages on www.maco.co.uk

*Martin Aitken Financial Services Ltd would like to confirm that Wills are not regulated by the FCA, nor is all estate planning.

The Future

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“Pensions provide the opportunity for high earners to benefit from 45% tax relief.”

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But you will regret time not spent with your loved ones: your partner, your children, your parents and grandparents, and your friends. And you’ll regret not thinking about what you want to happen to your possessions and estate when you are no longer around to influence things. As well as distributing your estate in a manner which accords with your wishes, a Will can also be used to pass on your assets in a tax efficient manner.

Don’t leave your family with the unwanted legacy of sorting out your estate and financial affairs – and a potentially larger than necessary tax bill. If you’ve not got a Will make an appointment today. Give us a call and we’ll help you to get the ball rolling.

A Power of Attorney will allow you to appoint someone else to deal with the financial and/or welfare side of your life, in the event that you are no longer capable of making these decisions for yourself.

Scottish Rate of Income Tax

The new rates may come into effect from 6 April 2016. More news will be published on www.maco.co.uk as and when it is announced. As well as the new rates, there are number of other areas which will need to be looked at by the respective Governments e.g. Gift Aid, pensions tax relief.

Deeds of Variation (DoV)

The Chancellor has announced plans to consult on the use of DoV for tax avoidance purposes.*

Estate Planning*

Gifting assets out of your estate reduces the tax take on your estate. You have a £3,000 Annual Exemption (representing a £1,200 IHT saving).

Think about testamentary gifts out of your estate to a charity. This act of benevolence may reduce the amount of IHT payable on your estate, whilst benefitting your charity of choice. For more ideas, see our Inheritance tax and Family Tax Planning pages on www.maco.co.uk

*Martin Aitken Financial Services Ltd would like to confirm that Wills are not regulated by the FCA, nor is all estate planning.
06 April 2015
Happy New Year! First day of the 2015/16 tax year.
ISAs First day to use the 2015/16 ISA investment limit of £15,240.

Pensions First day to make a contribution to qualify for tax relief in 2015/16. The annual allowance is currently £40,000 and the limit on the amount that can be invested into a registered pension scheme is £1,250,000 – which will fall to £1m next year.

31 May 2015
P60 deadline
Deadline for issuing P60s to employees for 2014/15.

06 July 2015
Benefits/expenses notification
Deadline for employers to file PAYE forms P11D, P9D and P11D(b) or substitutes for 2014/15. Deadline to give copies or summaries of forms P11D and P9D to employees.

Share Schemes – Compulsory Online Filing
All employee share schemes must be registered and filed online with HMRC by today.

31 July 2015
Self assessment

31 October 2015
Personal tax return
Deadline for submission of the 2015 paper tax return (provided issued by 31 July 2015). This applies unless the return falls into one of the categories which cannot be filed online. If the notice to file was issued after 31 July 2015 the paper filing deadline is the later of 31 October or three months from the date of issue.

31 January 2016
Final deadline for filing 2015 tax return
Final deadline for submitting the 2014/15 personal, partnership and trust tax returns. If the 2015 tax return remains unfiled there is an immediate penalty due of £100. Further penalties will apply if the return remains unfiled after three months, six months and then one year.

Self assessment
First self-assessment payment on account for 2015/16 together with any balancing payment for 2014/15.

Capital gains tax
Capital gains tax payment due for 2014/15.

28 February 2016
If any of your tax bill remains unpaid by this date, you’ll be charged a 5% surcharge. An additional 5% is imposed on any of your bill which is unpaid by 31 July 2016.

Auto-Enrolment Staging Dates
An employer’s staging date is set by law and is based on the number of persons employed (as measured by HMRC) in 2012. At the staging date, employers are required to auto-enrol eligible jobholders into a qualifying workplace pension scheme*. Businesses that employ more than 50 persons staged between October 2012 and April 2015.

Employers with fewer than 50 persons will stage between 1 June 2015 and 1 April 2017. New businesses setting up after 1 April 2012 and up to and including 30 September 2017 will have staging dates between 1 May 2017 and 1 February 2018.

* Martin Aitken’s Guide to Auto-Enrolment provides guidance on preparing for your staging date and what you need to consider in terms of assessing your workforce, eligible pension schemes, payroll processing and ongoing scheme management. If you would like a copy of our guide, call Liam McGrath, MAFS or your usual point of contact at Martin Aitken & Co on the number below.

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