

I'm Expanding the Business... Now What?

What You Need To Do Now

- **Review your business structure.** Are you still operating in the most efficient way? You might need to switch from sole trader to limited company, or even restructure an existing company.
- **Look at your finances.** Do you have enough cash flow to support growth? Now's the time to review budgets, consider funding, and create financial forecasts. It's important to know what's sustainable.
- **Get your systems in shape.** Growth brings more admin. You might need to upgrade your software, create internal processes, and delegate tasks to others to avoid burnout.
- **Plan for new staff.** If you're hiring, you'll need contracts, payroll, pension schemes and HR procedures. Think about your responsibilities as an employer.
- **Understand your tax position.** More income can mean new tax implications. You might cross the VAT threshold or need to plan for Corporation Tax, PAYE or CIS.
- **Check your insurance and registrations.** More staff, services or premises may mean more cover is needed. It's worth checking if any new licences or permissions apply too.

How I Can Help

I can:

- Review your structure and suggest any changes
- Help with cash flow planning and funding applications
- Recommend systems or apps to streamline your work
- Support you with payroll setup and ongoing obligations
- Check your tax position and help you stay compliant

Easy Mistakes to Avoid

- ✗ Expanding too fast without checking the numbers
- ✗ Hiring without understanding employer obligations
- ✗ Letting admin and record keeping fall behind
- ✗ Forgetting to check VAT or tax thresholds
- ✗ Not getting advice when things feel overwhelming

Need a hand?

Growth should feel exciting - not stressful. Let's have a chat about your plans and make sure everything's in place to grow with confidence.