



# Updates and training London 2018

**Welcome to our latest training programme for charities and social enterprises.** All of our seminars and training sessions are free to Sayer Vincent clients. Non clients can attend for a fee of £75 plus VAT for half day seminars and £150 plus VAT for full day training courses.

## Financial sustainability

**London** 10 May

Thinking longer term to ensure that your organisation has the right business models and financial strategies to put the strategic plan into operation. We also look at reserves; the purpose of holding reserves and reserves policies, and what a balance sheet can tell you. Linking all of this together, we consider how you can develop appropriate responses to risks, and think about how this links in with your overall and financial strategies.

## Reading charity accounts

**London** 3 October

This seminar will help participants better understand the key principles of financial management and in particular the skills to read a set of accounts and understand the financial position of an organisation. We will discuss key accounting principles, key terminology and provide useful resources for future reference.

## Preparing charity accounts

**London** 9 October

This full-day workshop aims to provide participants with an overview of charity accounting, the key stages in drafting a set of year-end accounts and tips on how to prepare for the audit. The workshop is designed for finance staff who may be new to an organisation or the sector, or those who need a refresher. The workshop will include an opportunity for questions as well as case studies and practical exercises and will be based on preparing accounts in accordance with SORP 2015.

## How to be a good trustee

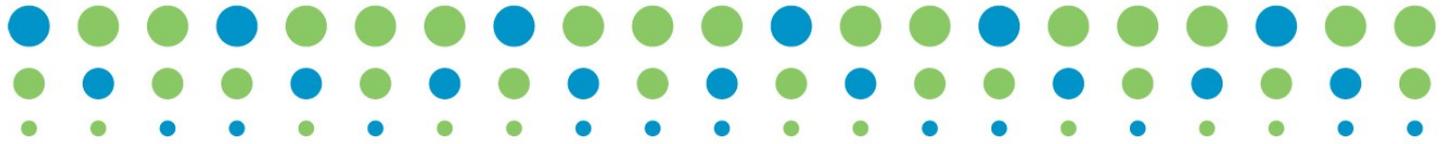
**London** 8 November

This session is ideal as an induction for new trustees or a refresher for existing trustees, we will cover the role of the individual trustee within the governance structure and the nature of collective responsibility. The session will also update attendees on the latest governance developments and will contain a mix of presentation as well as structured discussion to discuss issues around the trustee role.

## VAT and Gift Aid on fundraising for charities

**London** 14 November

Getting the best deal for VAT and Gift Aid may help you to increase your fundraising income. This session will look at practical aspects of managing the tax and VAT aspects of events and other fundraising methods such as membership schemes.



**Sayer Vincent are experienced trainers and run courses for many organisations in the not-for-profit sector.** With over 30 years' experience in the charity sector, we have practical knowledge of the issues you face. We also provide external audit, internal audit and advice services to charities, schools, arts organisations and social enterprises, using a collaborative and user-friendly approach.

## Where to find us

We hold all of our London seminars at NCVO;  
8 All Saints Street, N1 9RL

## Register to attend our seminars

You can view all of our training sessions on our website and register online via Eventbrite. Please call or email us if you have any queries:

[www.sayervincent.co.uk/events/our-seminars](http://www.sayervincent.co.uk/events/our-seminars)

Email [events@sayervincent.co.uk](mailto:events@sayervincent.co.uk)

Call us for more information on +44 20 7841 6360

We are always interested to hear your opinions and welcome feedback on our events. If there are topics you would like us to cover, please get in touch.

## In-house training

Prefer to receive training in the comfort of your own building? Sayer Vincent can offer you top quality, bespoke training, tailored to meet your needs. As well as the topics covered in this flyer, we run sessions on all aspects of financial management, governance, risk management and taxation.

## Publications

The Sayer Vincent newsletter is a monthly update to keep you informed of news and developments that may affect your organisation. Newsletters can be viewed on our website, please email [svinfo@sayervincent.co.uk](mailto:svinfo@sayervincent.co.uk) if you would like to register to receive our monthly newsletter direct to your inbox.

Made simple guides – these are a series of guides covering topical issues reflecting the latest legislation. Subjects range from tax and VAT to gift aid and SORP. You can download our made simple guides free from our website.



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