

Other Services We Provide

Take a look at our website for information on the extensive range of services we offer including:

- Appointeeship
- Direct Payment Support
- Payroll
- Auto Enrolment
- Employment Support
- Legal Advice & Guidance
- PA Recruitment

Contact us for further information

Barrie Bookkeeping
& Payroll Solutions Ltd



Address & Contact Details

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www.barriebookkeeping.co.uk



Fund Management Service Level 5

Our fully inclusive, highest level of **Direct Payment** support

Your Care, Your Support, Your Choice

www.barriebookkeeping.co.uk



Fund Management

Fund Management is our fully inclusive highest level of support, giving you access to our full employment support service.

We provide complete budget management taking the financial stress away from the service user allowing them to get on with the business of enjoying an independent and fulfilling life.

All relevant documentation will be processed and your financial obligations to your PA, HMRC and pension provider will be fulfilled by us, along with assisting you in meeting your legal obligations as an employer to ensure that you are fully compliant.

We can also assist with vacancy advertising and the provision of a safe interview space, away from your home.

Budget Safeguarding

An account manager will be allocated to your account providing a single point of contact. They will ensure that your funds are used in the correct way, that your payments to PA's, HMRC etc are made on time and that you remain within your allocated budget.

This system will also provide a clear & transparent audit trail on funds. You will have an Individual Transaction Report (ITR). This can be accessed through our secure website portal, 24/7/365, reflecting a real-time status of your account.

As we work directly with the Local Authority there would be no requirement to send Direct Payment bank statements and invoices every 3 months for audit monitoring. Any unused funds will be returned to the LA removing the worry & stress of financial requests and deadlines.

This system offers protection for both the Service User and the Local Authority whilst eliminating the opportunity for fraudulent use of funds.

Included Services:

- Payroll Management
- Budget Management
- Employer Support
- Recruitment Assistance
- Scheduled Timely Payments

Additional Services:

The following services can be provided at an extra cost to registered employers

- Automatic Enrolment set up
- Employers Liability Insurance
- Up to 5 hours of telephone support
- DBS Checks
- Right to work in the UK checks

