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Taxpayers must undertake various tasks, such as filing returns and paying tax, by certain dates. If these deadlines are missed, HMRC may charge late filing and late payment penalties. Interest is also charged on tax paid late.

## Key dates

The 2023/24 tax year comes to an end on 5 April 2024 and the 2024/25 tax year starts on 6 April 2024. Other key dates in April 2024 are 1 April 2024 for corporation tax payments, 7 April 2024 for filing VAT returns and paying VAT, 19 April 2024 for payment of PAYE and NIC by cheque, 22 April 2024 for payment of PAYE and NIC electronically and 30 April 2024 for filing corporation tax returns and accounts at Companies House.

This note explains some important tax deadlines which must be met in April 2024.

## 5 April 2024

The 2023/24 tax year comes to an end on 5 April 2024.

This is the last day for using 2023/24 allowances. If you run a personal or family company and have yet to use your dividend allowance for 2023/24 and have sufficient retained profits available, consider paying a dividend on or before 5 April 2024 to use your allowance. The dividend allowance is set at £1,000 for 2023/24. It falls to £500 for 2024/25. Likewise, if your pensions annual allowance remains available, consider making tax relieved contributions to a pension scheme or, if you have yet to use your ISA allowance, investing in an ISA. You can also make gifts for inheritance tax to use your £3,000 annual exemption if this has not yet been used.

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If you want to payroll new benefits in 2024/25, this is the last day to register to do so. If you no longer wish to payroll benefits in 2024/25 that you payrolled in 2023/24, you must cancel the registration today if you have not already done so.

PAYE tax month 12 also comes to an end on 5 April 2024.

## **6 April 2024**

The 2024/25 tax year starts on 6 April 2024.

## **7 April 2024**

VAT-registered businesses must file their VAT return for the quarter to 29 February 2024 online by 7 April 2024 and pay any associated VAT by the same date.

## **19 April 2024**

If you pay your PAYE and NIC by cheque, you must ensure that your payment for month 12 (to 5 April 2024) reaches the Accounts Office by 19 April 2024. Any outstanding payments due for the 2023/24 tax year should also reach the Accounts Office by 19 April 2024 where the payment is made by cheque.

While HMRC operate a three-day period of grace for payments received within three days or the due date, it is prudent to post the cheque in sufficient time for it to reach HMRC by 19 April 2024 to allow for postal delays.

## **22 April 2024**

If you pay your PAYE and NIC electronically, you enjoy a later deadline than those who pay by cheque. The deadline for electronic payments is the 22nd of the month. If you pay electronically, you will need to ensure that your payment of PAYE and NIC for month 12 clears HMRC's account by 22 April 2024. If you have any other outstanding payments of PAYE and NIC for 2023/24 and you make your payments electronically, these too should clear HMRC's account by 22 April 2024.

## **30 April 2024**

Companies with a 30 April year end must ensure that they have filed their company tax return for the year to 30 April 2023 by 30 April 2024.

If your company prepared its accounts to 31 July 2023, you would need to ensure that your accounts are filed at Companies House by 30 April 2024.

## **We can help**

Please call us on **01753 888 211** or email **info@nhllp.com** if you need guidance with any of the issues raised in this Broadcast. We would be happy to help.