

BIZ BUZZ CRISIS UPDATE 10-09-04-2020

Be prepared. HMRC want you to get your biz facts together now so you can claim support funds more quickly. The Norfolk resilience forum is up and running with heaps of invaluable info and local mps have formed a 9-strong crisis team to help businesses in Norfolk .

HMRC want you to be ready to make claims for the CJRS - the Coronavirus Job Retention Scheme. The scheme will be up and ready later this month.

To make a claim you'll need to provide this :

1. The bank account number and sort code you want HMRC to use when they pay your claim.
2. The name and phone number of the person in your business for HMRC to call with any questions.
3. Your Self-Assessment UTR (Unique Tax Reference), Company UTR or CRN (Company Registration Number).
4. The name, employee number and National Insurance number for each of your furloughed employees.
5. The total amount being claimed for all employees and the total furlough period.

If you use an agent who is authorised to act for you for PAYE purposes, they will be able to make a claim on your behalf, so speak to them asap.

However, if you use a file-only agent (files your RTI return but doesn't act for you in other matters), they *won't* be able to make a claim for you. You'll need the information above to make the claim yourself.

For detailed advice visit [GOV.UK](https://www.gov.uk).

Here's a useful webinar '[Coronavirus \(COVID-19\) Job Retention Scheme](#)', available on HMRC's YouTube channel.

THE NORFOLK RESILIENCE FORUM is a body of 60 groups ranging from Emergency Services, LAs, Coastguard, Anglian Water, Charities, Met office & many more. [The Norfolk Resilience Forum](#)
On their web site , there's a Business Continuity Plan Template you can access along with heaps of other guidance.

There's also a great Emergency Preparedness Tick box list. It takes only 10 minutes to fill in and gathers together all the info you'll need if you come up against an emergency at any time- not just the one we're in.

Do take a look: <https://www.norfolkprepared.gov.uk/preparing-your-business/how-prepared-is-your-business/>

NORFOLK MPS TEAM WORKING FOR BUSINESS Mid Norfolk MP, George Freeman (<https://www.georgefreeman.co.uk>) is co-ordinating all 9 Norfolk MPs to work together with key agencies and Government ministers. They are particularly concerned that businesses aren't getting the support money quickly enough. They are also trying to prevent confusing &/or contradictory statements that leave businesses at a loss. Freeman says , "Although we have had to close the door on the constituency office in Wymondham, Tom, Elliot and Arron are all working flat out with me from their homes, helping me deal with the mountain of emails, correspondence and calls and trying to make sure we don't miss any." George Freeman says that if you have any urgent issue over the Easter break and you can't get the help you need, you should get in touch and his team will see what they can do. Here are his links :

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www.georgefreeman.co.uk

social media:

 **Twitter** [@GeorgeFreemanMP](#)

 **Facebook** [@GeorgeFreemanMidNorfolk](#)

USEFUL LINKS:

Breckland's "Regeneration Unit" is handling the Covid-19 business matters.

<https://www.breckland.gov.uk/coronavirus-business-guidance>

regeneration@breckland.gov.uk

All Biz Buzz crisis updates are to be found on www.np4nb.online