

# Enterprise Day

## Agenda

9<sup>th</sup> June 2021, Online webinar through a Zoom meeting

10.00am	<b>Welcome &amp; Introduction</b> – Lesley McKie, Buckinghamshire Business First
	<b>Group Introductions</b>
10.15am	<b>Planning Session</b> • Is this for you? – The basics of running a business – <b>Graeme Laws</b> • Q and A
11.15am	<b>Break</b>

11.45am	<b>Welcome back to Part 2</b>
12.00pm	<b>Key Finance &amp; Accountancy Session</b> • Expert overview – <b>Chris Shennan, APS Accountancy (60 mins)</b>
1.00pm	<b>Lunch and individual questions</b>

1.45pm	<b>Welcome back to Part 3</b>
1.45pm	Your Big Idea and Business Plan – <b>Graeme Laws (45 mins)</b>
2.30pm	Marketing and Customers – <b>Lesley McKie and Graeme Laws (30 mins)</b>
3.00pm	Close and next steps - <b>Lesley McKie</b>
3.15pm	<b>Session ends</b>

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## Speakers



### **Graeme Laws**

Graeme works with business owners existing, new and potential start-ups to deliver business process improvement and growth. He has worked with many start-up businesses and held many workshops educating and inspiring a new generation of business owners.



### **Lesley McKie**

An experienced business consultant, mentor and trainer who also runs her own marketing and communications business. Lesley is passionate about supporting small businesses, women in business and SMEs.



### **Chris Shennan**

Chris has a broad experience including the preparation of sole trader, partnership, limited company and audit level clients financial statements; as well as undertaking audits. Also covering the tax aspects including personal and corporation tax returns, P11Ds, payrolls and payroll year end procedures.

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