

BRITISH INSTITUTE OF VERBATIM REPORTERS

**Company Registration Number:
00023811 (England and Wales)**

Abbreviated (Unaudited) Accounts

Period of accounts

Start date: 01st January 2012

End date: 31st December 2012

SUBMITTED

BRITISH INSTITUTE OF VERBATIM REPORTERS

Company Information for the Period Ended 31st December 2012

Director:

H Edwards
A Lloyd
S Holley
S Humphries
E Willett
G Ford
L Willersdorf
J Lukins

Company secretary:

M Sorene

Registered office:

73 Alicia Gardens
Kenton
Harrow
Middx
HA3 8JD

Company Registration Number:

00023811 (England and Wales)

BRITISH INSTITUTE OF VERBATIM REPORTERS

Abbreviated Balance sheet As at 31st December 2012

	Notes	2012 £	2011 £
Fixed assets			
Intangible assets:	7	2,160	3,024
Total fixed assets:		<u>2,160</u>	<u>3,024</u>
Current assets			
Cash at bank and in hand:		21,751	19,534
Total current assets:		<u>21,751</u>	<u>19,534</u>
Creditors			
Creditors: amounts falling due within one year	8	888	1,494
Net current assets (liabilities):		<u>20,863</u>	<u>18,040</u>
Total assets less current liabilities:		<u>23,023</u>	<u>21,064</u>
Total net assets (liabilities):		<u><u>23,023</u></u>	<u><u>21,064</u></u>

The notes form part of these financial statements

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Abbreviated Balance sheet As at 31st December 2012 continued

	Notes	2012 £	2011 £
Capital and reserves			
Profit and Loss account:		23,023	21,064
Total shareholders funds:		<u>23,023</u>	<u>21,064</u>

For the year ending 31 December 2012 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008).

The financial statements were approved by the Board of Directors on 11 May 2013

SIGNED ON BEHALF OF THE BOARD BY:

Name: S Holley
Status: Director

The notes form part of these financial statements

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Notes to the Abbreviated Accounts for the Period Ended 31st December 2012

1. Accounting policies

Basis of measurement and preparation of accounts

These financial statements have been prepared under the historical cost convention and are in accordance with the Financial Reporting Standards for Smaller Entities.

Intangible fixed assets amortisation policy

Website costs are being amortised over 5 years.

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Notes to the Abbreviated Accounts for the Period Ended 31st December 2012

7. Intangible assets

	Total
Cost	£
At 01st January 2012:	4,319
	<u>4,319</u>
Amortisation	£
At 01st January 2012:	1,295
Provided during the period:	864
At 31st December 2012:	<u>2,159</u>
Net book value	£
At 31st December 2012:	<u>2,160</u>
At 31st December 2011:	<u>3,024</u>

Intangible assets comprise the website costs which have been capitalised and are being written off over 5 years.

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Notes to the Abbreviated Accounts for the Period Ended 31st December 2012

8. Creditors: amounts falling due within one year

	2012 £	2011 £
Taxation and social security:	127	228
Accruals and deferred income:	761	1,266
Total:	888	1,494

Accruals and deferred income includes subscriptions paid in advance of £555 (2011: £1000).
