

Amended

BRITISH INSTITUTE OF VERBATIM REPORTERS

Company limited by guarantee

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

Unaudited micro entity accounts for the year ended 31 December 2016

Period of accounts

Start date: 01 January 2016

End date: 31 December 2016



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Company Information

for the Period Ended 31 December 2016

Director:

GEORGINA FORD
NICOLE HARRISON
LEAH WILLERSDORF
SHERYLL HOLLEY
ANN LLOYD
JEAN LUKINS
IAN ROBERTS
ELISABETH WILLETT
KAREN YOUNG
NICOLA DUTTON

Registered office:

73
Alicia Gardens
Kenton
Harrow
Middx
HA3 8JD

Company Registration Number:

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Directors' Report Period Ended 31 December 2016

The directors present their report with the financial statements of the company for the period ended 31 December 2016

Principal Activities

efficient practice of the art of machine and pen shorthand, raising qualification and status of its members, encouragement and maintenance of adequate training and examination facilities.

Political and charitable donations

No charitable contributions were made exceeding £200 and no political donations at all were made.

Company policy on the employment of disabled persons

The company has no employees

Directors

The directors shown below have held office during the whole of the period from 01 January 2016 to 31 December 2016

GEORGINA FORD
NICOLE HARRISON
LEAH WILLERSDORF
ANN LLOYD
IAN ROBERTS
ELISABETH WILLETT
KAREN YOUNG
NICOLA DUTTON

The director(s) shown below resigned during the period

SHERYLL HOLLEY
10 September 2016
JEAN LUKINS
13 June 2016

**This report was approved by the board of directors on 9 September 2017
And Signed On Behalf Of The Board By:**

Name: LEAH WILLERSDORF
Status: Director

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Balance sheet

As at 31 December 2016

	2016 £	2015 £
FixedAssets:		
Current assets:	22,951	20372
Prepayments and accrued income:		
Creditors: amounts falling due within one year:		
Net current assets (liabilities):	22951	20372
Total assets less current liabilities:	22951	20,372
Provision for liabilities:	(128)	(128)
Accruals and deferred income:	(1,722)	(575)
Total net assets (liabilities):	21101	19,943
Reserves:	21,101	19,996

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Balance sheet continued

For the year ending 31 December 2016 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 and delivered in accordance with the provisions of the small companies regime applicable to micro-entities.

**This report was approved by the board of directors on 30 April 2017
And Signed On Behalf Of The Board By:**

Name: LEAH WILLERSDORF
Status: Director

The notes form part of these financial statements

