

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 2020

Period of accounts

Start date: 01 January 2020

End date: 31 December 2020

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for the Period Ended 31 December 2020

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Company Information

for the Period Ended 31 December 2020

Director:

GEORGINA FORD

LEAH MAREE WILLERSDORF

MIRIAM LILLY WEISINGER

ORLA MARIE PEARSON

ALAN JOHN BELL

NICOLE LISA HARRISON

MELANIE ALLYSON BALL

Ian Roberts

Secretary:

MARY CAROLYN SORENE

Registered office:

73
Alicia Gardens
Kenton
Harrow
Middx
HA3 8JD

Company Registration Number:

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Directors' Report Period Ended 31 December 2020

The directors present their report with the financial statements of the company for the period ended 31 December 2020

Principal Activities

The promotion of the more efficient practice of the art of machine/pen shorthand in connection with legal and other proceedings, raising qualifications and status of members, encouragement, 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 Institute has no employees, but if it did it would be an equal opportunities employer.

Additional information

The Institute is a company limited by guarantee.

Directors

The directors shown below have held office during the whole of the period from 01 January 2020 to 31 December 2020

GEORGINA FORD
LEAH MAREE WILLERSDORF
MIRIAM LILLY WEISINGER
ORLA MARIE PEARSON
ALAN JOHN BELL
NICOLE LISA HARRISON
Ian Roberts

The director(s) shown below were appointed to the company during the period

MELANIE ALLYSON BALL
19 September 2020

Secretary

MARY CAROLYN SORENE

This report was approved by the board of directors on 15 July 2021

And Signed On Behalf Of The Board By:

Name: GEORGINA FORD
Status: Director

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Income and Expenditure Account

for the Period Ended 31 December 2020

	<i>2020</i>	<i>2019</i>
	<i>£</i>	<i>£</i>
Turnover	0	0
Surplus or (Deficit) for Period	0	0

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Balance sheet

As at 31 December 2020

	<i>2020</i>	<i>2019</i>
	£	£
Fixed Assets:	0	0
Current assets:	24,973	25,093
Net current assets (liabilities):	24,973	25,093
Total assets less current liabilities:	24,973	25,093
Creditors: amounts falling due after more than one year:	(483)	(506)
Provision for liabilities:	(51)	(0)
Accruals and deferred income:	(4,710)	(6,338)
Total net assets (liabilities):	19,729	18,249
Reserves:	19,729	18,249

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Balance sheet continued

For the year ending 31 December 2020 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 15 July 2021

And Signed On Behalf Of The Board By:

Name: GEORGINA FORD

Status: Director

The notes form part of these financial statements

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Footnotes to the Financial Statements

for the Period Ended 31 December 2020

1. Employee Information

Average number of employees: 0

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Footnotes to the Financial Statements

for the Period Ended 31 December 2020

2. Off balance sheet disclosure

No

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.