Registered number: 00294396

# THE INSTITUTE OF TRADE MARK ATTORNEYS

(A company limited by guarantee)

DIRECTORS' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018



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# (A company limited by guarantee)

#### **COMPANY INFORMATION**

**Directors** 

M Bearfoot

T M Clark

R J Goddard

P Harris (resigned 28 March 2018)

K R Havelock

R M Hiddleston (resigned 28 March 2018)

C Jackman (resigned 28 March 2018)

M A Lynd C J Mcleod M A Ramage K R O'Rourke

I O Wiseman (resigned 28 March 2018)

C A Wolfe A Wood K Salinger

R Wilkinson-Duffy

S Kapur (appointed 16 January 2018) E Akpogheneta (appointed 11 April 2018) M Foreman (appointed 11 April 2018)

**Company secretary** 

K O'Rourke

Registered number

00294396

Registered office

5th Floor Outer Temple 222-225 Strand London

WC2R 1BA

(A company limited by guarantee)

# CONTENTS

	Page
Directors' report	1
Directors' responsibilities statement	2
Balance sheet	3
Notes to the financial statements	4

(A company limited by guarantee)

# DIRECTORS' REPORT FOR THE YEAR ENDED 31 DECEMBER 2018

The directors present their report together with the unaudited financial statements for the year ended 31 December 2018.

#### **Directors**

The directors who served during the year were:

M Bearfoot

T M Clark

R J Goddard

P Harris (resigned 28 March 2018)

K R Havelock

R M Hiddleston (resigned 28 March 2018)

C Jackman (resigned 28 March 2018)

M A Lynd

C J Mcleod

M A Ramage

K R O'Rourke

I O Wiseman (resigned 28 March 2018)

C A Wolfe

A Wood

K Salinger

R Wilkinson-Duffy

S Kapur (appointed 16 January 2018)

E Akpogheneta (appointed 11 April 2018)

M Foreman (appointed 11 April 2018)

## Status of this Directors' Report

In preparing this report, the directors have taken advantage of the small companies' exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the board on 26 February 2019 and signed on its behalf.

K O'Rourke

Director

(A company limited by guarantee)

# DIRECTORS' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2018

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of the profit or loss of the Company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies for the company's financial statements and then apply them consistently; and
- make judgments and accounting estimates that are reasonable and prudent.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

(A company limited by guarantee) REGISTERED NUMBER: 00294396

BA	LAN	<b>ICE</b>	SHEET		
AS	<b>AT</b>	31	<b>DECEMBER</b>	201	8

AS AT ST DECEMBER 2016	Note	2018 £	2017 £
Current assets		-	-
		<u> </u>	-
Net assets			
Capital and reserves			
Profit and loss account		-	-
	•		
		<del>-</del>	

For the year ended 31 December 2018, the Company was entitled to exemption from audit under section 480 of the Companies Act 2006 relating to dormant companies.

In approving these financial statements as Directors of the Company, we hereby confirm that:

the members have not required the Company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006; and

we acknowledge our responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the provisions applicable to companies subject to the small companies' regime under the Companies Act 2006.

Approved by the Directors on 26 h February 2019

K O'Rourke

Director

T Clark Director

The notes on page 4 form part of these financial statements.

(A company limited by guarantee)

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

#### 1. General information

The Institute of Trade Mark Attorneys ('the Company') is a private company limited by guarantee and is incorporated and domiciled in England. The address of its registered office is 5th Floor, Outer Temple, 222-225 Strand, London WC2R 1BA.

The financial statements are presented in sterling which is the functional currency of the company.

## 2. Accounting policies

### 2.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with Section 1A of Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Companies Act 2006.

The following principal accounting policies have been applied:

#### 2.2 Status

The Company did not trade during the year ended 31 December 2018; did not incur any liabilities and has made neither a profit nor a loss. Accordingly, no Profit and Loss Account or Cash Flow Statement has been presented.

The company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

## 2.3 Controlling Party

In the opinion of the Directors the Company has no ultimate controlling party.