The Company Secretary's Desktop Guide

Description: The first edition of this Guide was published in 1999 and subsequent editions have regularly updated it to take account of the flow of new legislation, regulations and other changes. This tenth edition of the Guide is particularly needed because many of the most important provisions of the Small Business, Enterprise and Employment Act have now taken effect. They include the new register of people with significant control and the replacement of the annual return with the confirmation statement. Other important changes affect (but are not limited to) director disputes concerning the registered office and the option of private companies to keep their statutory registers at Companies House.

This edition includes a new chapter on the confirmation statement and the other changes are comprehensively covered. The completely new register of people with significant control is explained. It is compulsory for all but a handful of listed public companies. All private companies and unlisted public companies must keep it, and this includes dormant companies and companies limited by guarantee. Entries are required even if no-one has significant control.

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