

# Companies Act 1948

# **CHAPTER 38**

# **COMPANIES ACT 1948**

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55 Construction of references to offering shares or debentures to the public.

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434 Prohibition of partnerships with more than twenty members.

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435 Application of certain provisions of this Act to unregistered companies.

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436 Form of registers, &c.

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# Interpretation.

1 In these regulations:— "the Act" means the Companies...

## Share Capital and Variation of Rights.

2 Without prejudice to any special rights previously conferred on the...

- 3 Subject to the provisions of section 58 of the Act,...
- 4 If at any time the share capital is divided into...
- 5 The rights conferred upon the holders of the shares of...
- 6 The company may exercise the powers of paying commissions conferred...
- 7 Except as required by law, no person shall be recognised...
- 8 Every person whose name is entered as a member in...
- 9 If a share certificate be defaced, lost or destroyed, it...
- 10 The company shall not give, whether directly or indirectly, and...

#### Lien.

- 11 The company shall have a first and paramount lien on...
- 12 The company may sell, in such manner as the directors...
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- 15 The directors may from time to time make calls upon...
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- 19 Any sum which by the terms of issue of a...
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- 21 The directors may, if they think fit, receive from any...

## Transfer of Shares.

- 22 The instrument of transfer of any share shall be executed...
- 23 Subject to such of the restrictions of these regulations as...
- 24 The directors may decline to register the transfer of a...
- 25 The directors may also decline to recognise any instrument of...
- 26 If the directors refuse to register a transfer they shall...
- 27 The registration of transfers may be suspended at such times...
- 28 The company shall be entitled to charge a fee not...

# Transmission of Shares.

- 29 In case of the death of a member the survivor...
- 30 Any person becoming entitled to a share in consequence of...
- 31 If the person so becoming entitled shall elect to be...
- 32 A person becoming entitled to a share by reason of...

# Forfeiture of Shares.

- 33 If a member fails to pay any call or instalment...
- 34 The notice shall name a further day (not earlier than...
- 35 If the requirements of any such notice as aforesaid are...
- 36 A forfeited share may be sold or otherwise disposed of...
- 37 A person whose shares have been forfeited shall cease to...
- 38 A statutory declaration in writing that the declarant is a...
- 39 The provisions of these regulations as to forfeiture shall apply...

## Conversion of Shares into Stock.

- 40 The company may by ordinary resolution convert any paid-up shares...
- 41 The holders of stock may transfer the same, or any...
- 42 The holders of stock shall, according to the amount of...
- 43 Such of the regulations of the company as are applicable...

# Alteration of Capital.

- 44 The company may from time to time by ordinary resolution...
- 45 The company may by ordinary resolution— (a) consolidate and divide...
- 46 The company may by special resolution reduce its share capital,...

# General Meetings.

- 47 The company shall in each year hold a general meeting...
- 48 All general meetings other than annual general meetings shall be...
- 49 The directors may, whenever they think fit, convene an extraordinary...

# Notice of General Meetings.

- 50 An annual general meeting and a meeting called for the...
- 51 The accidental omission to give -notice of a meeting to,...

# Proceedings at General Meetings.

- 52 All business shall be deemed special that is transacted at...
- No business shall be transacted at any general meeting unless...
- 54 If within half an hour from the time appointed for...
- 55 The chairman, if any, of the board of directors shall...
- 56 If at any meeting no director is willing to act...
- 57 The chairman may, with the consent of any meeting at...
- At any general meeting a resolution put to the vote...
- 59 Except as provided in regulation 61, if a poll is...
- 60 In the case of an equality of votes, whether on...
- 61 A poll demanded on the election of a chairman or...

#### Votes of Members.

- 62 Subject to any rights or restrictions for the time being...
- 63 In the case of joint holders the vote of the...
- 64 A member of unsound mind, or in respect of whom...
- No member shall be entitled to vote at any general...
- No objection shall be raised to the qualification of any...
- 67 On a poll votes may be given either personally or...
- 68 The instrument appointing a proxy shall be in writing under...
- 69 The instrument appointing a proxy and the power of attorney...
- 70 An instrument appointing a proxy shall be in the following...
- 71 Where it is desired to afford members an opportunity of...
- 72 The instrument appointing a proxy shall be deemed to confer...
- 73 A vote given in accordance with the terms of an...

#### Corporations acting by Representatives at Meetings.

Any corporation which is a member of the company may...

#### Directors.

- 75 The number of the directors and the names of the...
- 76 The remuneration of the directors shall from time to time...
- 77 The shareholding qualification for directors may be fixed by the...
- 78 A director of the company may be or become a...

# Borrowing Powers.

79 The directors may exercise all the powers of the company...

# Powers and Duties of Directors.

- 80 The business of the company shall be managed by the...
- 81 The directors may from time to time and at any...
- 82 The company may exercise the powers conferred by section 35...
- 83 The company may exercise the powers conferred upon the company...
- 84 (1) A director who is in any way, whether directly...
- 85 All cheques, promissory notes, drafts, bills of exchange and other...
- 86 The directors shall cause minutes to be made in books...
- 87 The directors on behalf of the company may pay a...

# Disqualification of Directors.

88 The office of director shall be vacated if the director—...

# Rotation of Directors.

- 89 At the first annual general meeting of the company all...
- 90 The directors to retire in every year shall be those...
- 91 A retiring director shall be eligible for re-election.
- 92 The company at the meeting at which a director retires...
- No person other than a director retiring at the meeting...
- 94 The company may from time to time by ordinary resolution...
- 95 The directors shall have power at any time, and from...
- 96 The company may by ordinary resolution, of which special notice...
- 97 The company may by ordinary resolution appoint another person in...

# Proceedings of Directors.

- 98 The directors may meet together for the despatch of business,...
- 99 The quorum necessary for the transaction of the business of...
- 100 The continuing directors may act notwithstanding any vacancy in their...
- 101 The directors may elect a chairman of their meetings and...
- The directors may delegate any of their powers to committees...
- 103 A committee may elect a chairman of its meetings; if...
- 104 A committee may meet and adjourn as it thinks proper....
- All acts done by any meeting of the directors or...
- 106 A resolution in writing, signed by all the directors for...

# Managing Director.

- 107 The directors may from time to time appoint one or...
- A managing director shall receive such remuneration (whether by way...
- The directors may entrust to and confer upon a managing...

#### Secretary.

- 110 The secretary shall be appointed by the directors for such...
- 111 No person shall be appointed or hold office as secretary...
- 112 A provision of the Act or these regulations requiring or...

#### The Seal.

113 The directors shall provide for the safe custody of the...

#### Dividends and Reserve.

- 114 The company in general meeting may declare dividends, but no...
- 115 The directors may from time to time pay to the...
- No dividend shall be paid otherwise than out of profits....
- 117 The directors may, before recommending any dividend, set aside out...
- Subject to the rights of persons, if any, entitled to...
- 119 The directors may deduct from any dividend payable to any...
- 120 Any general meeting declaring a dividend or bonus may direct...
- 121 Any dividend, interest or other moneys payable in cash in...
- 122 No dividend shall bear interest against the company.

#### Accounts.

- 123 The directors shall cause proper books of account to be...
- The books of account shall be kept at the registered...
- The directors shall from time to time determine whether and...
- 126 The directors shall from time to time, in accordance with...
- 127 A copy of every balance sheet (including every document required...

# Capitalisation of Profits.

- 128 The company in general meeting may upon the recommendation of...
- Whenever such a resolution as aforesaid shall have been passed...

# Audit.

130 Auditors shall be appointed and their duties regulated in accordance...

#### Notices.

- 131 A notice may be given by the company to any...
- 132 A notice may be given by the company to the...
- 133 A notice may be given by the company to the...
- Notice of every general meeting shall be given in any...

#### Winding up.

135 If the company shall be wound up the liquidator may,...

#### Indemnity.

136 Every director, managing director, agent, auditor, secretary and other officer...

PART II — REGULATIONS FOR THE MANAGEMENT OF A PRIVATE COMPANY LIMITED BY SHARES.

1 The regulations contained in Part I of Table A (with...

- 2 The company is a private company and accordingly—
- 3 The directors may, in their absolute discretion and without assigning...
- 4 No business shall be transacted at any general meeting unless...
- 5 Subject to the provisions of the Act, a resolution in...
- 6 The directors may at any time require any person whose...

#### **TABLE B**

# FORM OF MEMORANDUM OF ASSOCIATION OF A COMPANY LIMITED BY SHARES.

#### TABLE C

# FORM OF MEMORANDUM AND ARTICLES OF ASSOCIATION OF A COMPANY LIMITED BY GUARANTEE, AND NOT HAVING A SHARE CAPITAL

Memorandum of Association.

# ARTICLES OF ASSOCIATION TO ACCOMPANY PRECEDING MEMORANDUM OF ASSOCIATION.

## Interpretation.

1 In these articles:— "the Act" means the Companies...

## Members.

- 2 The number of members with which the company proposes to...
- 3 The subscribers to the memorandum of association and such other...

#### General Meetings.

- 4 The company shall in each year hold a general meeting...
- 5 All general meetings other than annual general meetings shall be...
- 6 The directors may, whenever they think fit, convene an extraordinary...

#### Notice of General Meetings.

- 7 An annual general meeting and a meeting called for the...
- 8 The accidental omission to give notice of a meeting to,...

# Proceedings at General Meetings.

- 9 All business shall be deemed special that is transacted at...
- 10 No business shall be transacted at any general meeting unless...
- 11 If within half an hour from the time appointed for...
- 12 The chairman, if any, of the board of directors shall...
- 13 If at any meeting no director is willing to act...
- 14 The chairman may, with the consent of any meeting at...
- 15 At any general meeting a resolution put to the vote...
- 16 Except as provided in article 18, if a poll is...
- 17 In the case of an equality of votes, whether on...
- 18 A poll demanded on the election of a chairman, or...
- 19 Subject to the provisions of the Act a resolution in...

## Votes of Members.

- 20 Every member shall have one vote.
- 21 A member of unsound mind, or in respect of whom...
- No member shall be entitled to vote at any general...
- 23 On a poll votes may be given either personally or...
- 24 The instrument appointing a proxy shall be in writing under...
- 25 The instrument appointing a proxy and the power of attorney...
- 26 An instrument appointing a proxy shall be in the following...
- 27 Where it is desired to afford members an opportunity of...
- 28 The instrument appointing a proxy shall be deemed to confer...
- 29 A vote given in accordance with the terms of an...

# Corporations acting by Representatives at Meetings.

30 Any corporation which is a member of the company may...

#### Directors.

- 31 The number of the directors and the names of the...
- 32 The remuneration of the directors shall from time to time...

## Borrowing Powers.

33 The directors may exercise all the powers of the company...

# Powers and Duties of Directors.

- 34 The business of the company shall be managed by the...
- 35 The directors may from time to time and at any...
- 36 All cheques, promissory notes, drafts, bills of exchange and other...
- 37 The directors shall cause minutes to be made in books...

# Disqualification of Directors.

38 The office of director shall be vacated if the director—...

#### Rotation of Directors.

- 39 At the first annual general meeting of the company all...
- 40 The directors to retire in every year shall be those...
- 41 A retiring director shall be eligible for
- 42 The company at the meeting at which a director retires...
- 43 No person other than a director retiring at the meeting...
- 44 The company may from time to time by ordinary resolution...
- The directors shall have power at any time, and from...
- 46 The company may by ordinary resolution, of which special notice...
- 47 The company may by ordinary resolution appoint another person in...

#### *Proceedings of Directors.*

- 48 The directors may meet together for the despatch of business,...
- 49 The quorum necessary for the transaction of the business of...
- 50 The continuing directors may act notwithstanding any vacancy in their...
- 51 The directors may elect a chairman of their meetings and...
- 52 The directors may delegate any of their powers to committees...
- A committee may elect a chairman of its meetings; ii...

- A committee may meet and adjourn as it thinks proper....
- All acts done by any meeting of the directors or...
- A resolution in writing, signed by all the directors for...

## Secretary.

- 57 The secretary shall be appointed by the directors for such...
- 58 A provision of the Act or these articles requiring or...

#### The Seal.

59 The directors shall provide for the safe custody of the...

#### Accounts.

- 60 The directors shall cause proper books of account to be...
- The books of account shall be kept at the registered...
- 62 The directors shall from time to time determine whether and...
- 63 The directors shall from time to time in accordance with...
- 64 A copy of every balance sheet (including every document required...

#### Audit.

65 Auditors shall be appointed and their duties regulated in accordance...

#### Notices.

- A notice may be given by the company to any...
- Notice of every general meeting shall be given in any...

Names, Addresses and Descriptions of Subscribers.

#### TABLE D

# MEMORANDUM AND ARTICLES OF ASSOCIATION OF A COMPANY LIMITED BY GUARANTEE, AND HAVING A SHARE CAPITAL.

Memorandum of Association.

- ARTICLES OF ASSOCIATION TO ACCOMPANY PRECEDING MEMORANDUM OF ASSOCIATION.
- 1 The number of members with which the company proposes to...
- 2 The regulations of Table A, Part I, set out in...

Names, Addresses and Descriptions of Subscribers.

## **TABLE E**

# MEMORANDUM AND ARTICLES OF ASSOCIATION OF AN UNLIMITED COMPANY HAVING A SHARE CAPITAL.

Memorandum of Association.

- ARTICLES OF ASSOCIATION TO ACCOMPANY THE PRECEDING MEMORANDUM OF ASSOCIATION.
- 1 The number of members with which the company proposes to...

- 2 The share capital of the company is two thousand pounds...
- 3 The company may by special resolution—(a) increase the share...
- 4 The regulations of Table A, Part I, set out in...

Names, Addresses and Descriptions of Subscribers.

SECOND — Form of Licence to hold Lands. SCHEDULE

THIRD SCHEDULE — Form of Statement in lieu of Prospectus to be delivered to Registrar by a Private Company on becoming a Public Company and Reports to be set out therein.

PART I — FORM OF STATEMENT AND PARTICULARS TO BE CONTAINED THEREIN. THE COMPANIES ACT, 1948

PART II — REPORTS TO BE SET OUT.

- 1 If unissued shares or debentures of the company are to...
- (1) If unissued shares or debentures of the company are...
  PART III PROVISIONS APPLYING TO PARTS I AND II OF THIS SCHEDULE.
- In this Calcadula the assumession "seem don" in absolutes a year don
- 3 In this Schedule the expression "vendor" includes a vendor...
- 4 If in the case of a business which has been...
- 5 Any report required by Part II of this Schedule shall...
- 6 Any report by accountants required by Part II of this...

FOURTH SCHEDULE — Matters to be specified in Prospectus and Reports to be set out therein.

PART I — MATTERS TO BE SPECIFIED.

- 1 The number of founders or management or deferred shares, if...
- 2 The number of shares, if any, fixed by the articles...
- 3 The names, descriptions and addresses of the directors or proposed...
- 4 Where shares are offered to the public for subscription, particulars...
- 5 The time of the opening of the subscription lists.
- 6 The amount payable on application and allotment on each share,...
- 7 The number, description and amount of any shares in or...
- 8 The number and amount of shares and debentures which within...
- 9 (1) As respects any property to which this paragraph applies—...
- 10 The amount, if any, paid or payable as purchase money...
- 11 The amount, if any, paid within the two preceding years,...
- 12 The amount or estimated amount of preliminary expenses and the...
- 13 Any amount or benefit paid or given within the two...
- 14 The dates of, parties to and general nature of every...
- 15 The names and addresses of the auditors, if any, of...
- 16 Full particulars of the nature and extent of the interest,...
- 17 If the prospectus invites the public to subscribe for shares...
- 18 In the case of a company which has been carrying...

PART II — REPORTS TO BE SET OUT.

- 19 (1) A report by the auditors of the company with...
- 20 If the proceeds, or any part of the proceeds, of...
- 21 (1) If— (a) the proceeds, or any part of the...

PART III — PROVISIONS APPLYING TO PARTS I AND II OF SCHEDULE.

- 22 Paragraphs 2, 3, 12 (so far as it relates to...
- 23 Every person shall for the purposes of this Schedule, be...
- 24 Where any property to be acquired by the company is...
- 25 References in paragraph 7 of this Schedule to subscribing for...

- 26 For the purposes of paragraph 9 of this Schedule where...
- 27 If in the case of a company which has been...
- 28 The expression "financial year" in Part II of this Schedule...
- 29 Any report required by Part II of this Schedule shall...
- 30 Any report by accountants required by Part II of this...
- FIFTH SCHEDULE Form of Statement in lieu of Prospectus to be delivered to Registrar by a Company which does not issue a Prospectus or which does not go to Allotment on a Prospectus issued, and Reports to be set out therein.
  - PART I FORM OF STATEMENT AND PARTICULARS TO BE CONTAINED THEREIN. THE COMPANIES ACT, 1948

PART II — REPORTS TO BE SET OUT.

- 1 Where it is proposed to acquire a business, a report...
- 2 (1) Where it is proposed to acquire shares in a...
  - PART III PROVISIONS APPLYING TO PARTS I AND II OF THIS SCHEDULE.
- 3 In this Schedule the expression "vendor" includes a vendor...
- 4 If in the case of a business which has been...
- 5 Any report required by Part II of this Schedule shall...
- 6 Any report by accountants required by Part II of this...
- SIXTH SCHEDULE Contents and Form of Annual Return of a Company having a Share Capital.

PART I — CONTENTS.

- 1 The address of the registered office of the company.
- 2 (1) If the register of members is, under the provisions...
- 3 A summary, distinguishing between shares issued for cash and shares...
- 4 Particulars of the total amount of the indebtedness of the...
- 5 A list—(a) containing the names and addresses of all...
- 6 All such particulars with respect to the persons who at...

PART II — FORM.

SEVENTH — Conditions as to Interests in Shares and Debentures of Exempt SCHEDULE Private Company.

# Basic Conditions.

1 The basic conditions as to the shares or debentures of...

Exceptions for normal Dealings of a business Nature.

2 (1) The rules contained in the following sub-paragraphs of this...

Exceptions for Cases of Death and for family Settlements.

3 (1) The basic conditions shall be subject to exceptions for—...

Exception for Cases of Disability.

4 Where the person entitled to any share or debenture or...

Exception for Trusts for Employees.

5 The basic conditions shall be subject to an exception for...

Exception for Shares held by Exempt Private Companies.

6 (1) The first of the basic conditions shall be subject...

Exception for Banking or Finance Company providing Capital.

7 (1) The first of the basic conditions shall be subject...

Exceptions for Bankruptcies, Liquidations, etc.

8 The basic conditions shall be subject to exceptions for—

Meaning of "banking or finance company".

9 In this Schedule the expression "banking or finance company"...

#### EIGHTH SCHEDULE — Accounts.

- PRELIMINARY
- 1 Paragraphs 2 to 11 of this Schedule apply to the...

PART I — GENERAL PROVISIONS AS TO BALANCE SHEET AND PROFIT AND LOSS ACCOUNT.

#### Balance Sheet.

- 2 The authorised share capital, issued share capital, liabilities and assets...
- 3 There shall be stated under separate headings, so far as...
- 4 (1) The reserves, provisions, liabilities and fixed and current assets...
- 5 (1) The method of arriving at the amount of any...
- 6 The aggregate amounts respectively of capital reserves, revenue reserves and...
- 7 (1) There shall also be shown (unless it is shown...
- 8 (1) There shall be shown under separate headings—
- 9 Where any liability of the company is secured otherwise than...
- 10 Where any of the company's debentures are held by a...
- 11 (1) The matters referred to in the following sub-paragraphs shall...

## Profit and Loss Account.

- 12 (1) There shall be shown—(a) the amount charged to...
- 13 If the remuneration of the auditors is not fixed by...
- 14 (1) The matters referred to in the following sub-paragraphs shall...

PART II — SPECIAL PROVISIONS WHERE THE COMPANY IS A HOLDING OR SUBSIDIARY COMPANY.

Modifications of and Additions to Requirements as to Company's own Accounts.

- 15 (1) This paragraph shall apply where the company is a...
- 16 (1) The balance sheet of a company which is a...

Consolidated Accounts of Holding Company and Subsidiaries.

- 17 Subject to the following paragraphs of this Part of this...
- 18 Subject as aforesaid and to Part III of this Schedule,...
- 19 Sections one hundred and ninety-six and one hundred and ninety-seven...
- 20 Paragraph 7 of this Schedule shall not apply for the...
- 21 In relation to any subsidiaries of the holding company not...

- 22 In relation to any subsidiaries (whether or not dealt with... PART III EXCEPTIONS FOR SPECIAL CLASSES OF COMPANY.
- 23 (1) A banking or discount company shall not be subject...
- 24 (1) In relation to an assurance company within the meaning...
- 25 (1) A company to which this paragraph applies shall not...
- Where a company entitled to the benefit of any provision... PART IV INTERPRETATION OF SCHEDULE.
- 27 (1) For the purposes of this Schedule, unless the context...
- For the purposes aforesaid, the expression "quoted investment" means...

NINTH SCHEDULE — Matters to be expressly stated in Auditors' Report.

- 1 Whether they have obtained all the information and explanations which...
- 2 Whether, in their opinion, proper books of account have been...
- 3 (1) Whether the company's balance sheet and (unless it is...
- 4 In the case of a holding company submitting group accounts...
- TENTH SCHEDULE Orders in Course of Winding Up pronounced in Vacation in Scotland
  - PART I ORDERS WHICH ARE TO BE FINAL.
  - PART II ORDERS WHICH ARE TO TAKE EFFECT UNTIL MATTER DISPOSED OF BY INNER HOUSE.
  - ELEVENTH Provisions of this Act which do not apply in the case of a SCHEDULE Winding Up subject to Supervision of the Court.
    - TWELFTH Fees to be paid to the Registrar of Companies.

SCHEDULE

PART I — TABLE OF FEES.

PART II — LIMITATIONS ON OPERATION OF PART I.

- 1 Where in the case of a company limited by guarantee...
- 2 The total of the fees payable by any company by...
- 3 The total of the fees payable by any company by...
- THIRTEENTH Form of Statement to be published by Banking and Insurance SCHEDULE Companies and Deposit, Provident or Benefit Societies.
- FOURTEENTH Provisions of this Act applied to Unregistered Companies. SCHEDULE
  - FIFTEENTH Provisions Referred to in Section 438 of this Act. SCHEDULE
  - SIXTEENTH Amendments of other Acts. SCHEDULE

The Assurance Companies Acts, 1909 to 1946.

1 The Assurance Companies Acts, 1909 to 1946, shall have effect...

The Prevention of Fraud (Investments) Act, 1939.

2 (1) Subsection (2) of section two of the Prevention of...

3 Sub-paragraph (iii) of paragraph (a) of subsection (3) of the...

# The Companies Act, 1947.

- 4 At the end of section fifty-eight of the Companies Act,...
- 5 (1) Subsections (1), (4) and (5) of section one hundred...
- 6 In subsection (3) of section one hundred and seventeen of...

SEVENTEENTH — Enactments Repealed.

**SCHEDULE** 

PART I — GENERAL REPEALS.

PART II — PROVISIONS OF THE COMPANIES ACT, 1947, REPEALED EXCEPT FOR PURPOSES OF SECTION ONE HUNDRED AND FIFTEEN THEREOF.

EIGHTEENTH — Enactments Saved.

**SCHEDULE** 

— AN ACT TO REGULATE JOINT STOCK BANKS IN ENGLAND. (7 & 8 VICT. C. 113, S. 47).

Existing companies to have the powers of suing and being sued.

— THE JOINT STOCK BANKING COMPANIES ACT, 1857, PART OF S. 12.

Power to form banking partnerships of ten persons.