

## Company Statutory Registers

*Note: The below provides a high-level summary of the statutory registers required to be maintained by companies. It is not intended to comprise definitive legal advice or to be conclusively relied upon by any recipient and no liability is accepted in relation to the information contained in it.*

As of 4 March 2024, there is no longer a need to keep a register of directors, register of directors' residential addresses, register of secretaries, register of persons with significant control (PSC register) and register of charges. Instead, this information will be kept at Companies House, placing an obligation on companies to notify any changes.

Companies are still required to keep their register of members at the company's registered office, which is an appropriate address notified to Companies House.

Private companies no longer have the option to keep certain information on the central Companies House register. This means that the information will need to be kept safely for inspection.

### Register of members

Every company must keep a register of its members (shareholders), showing the following particulars:

- the names and addresses of the members;
- the number and class/classes-of-shares of shares held by each member, distinguishing each share by its number so long as it has one;
- the amount paid, or agreed to be considered as paid, on the shares;
- the date at which the person was registered as a member, and the date at which he or she ceased to be a member.

The register must be kept at the company's registered office.

The register is prima facie evidence of the matters directed or authorised by the Companies Acts to be inserted in it. Consequently, entries should be made in the register only in accordance with proper allotment or transfer procedures.

### Other registers

Although the requirement to keep a register of directors, register of directors' residential addresses, register of secretaries, PSC register and register of charges will be abolished as of March 2024, companies may continue to keep them for their internal records.

Companies may also continue to keep other registers, such as a register of allotments, register of transfers, register of sealings, but these are not statutory registers and there is no obligation to do so.

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