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**COMPANIES FORM No. 363** 

## **Annual return** of a company

To the Registrar of Companies

Pursuant to sections 363 and 364 of the Companies Act 1985

Mote The appropriate fee should accompany this form

write in this margin

(Address overleaf - Note 13) Please complete legibly, preferably in black type, or bold block lettering Annual return of (note 1)

\* insert full name of company

t if the company has a share capital, this date must be the 14th day after the annual general meeting

For official use	Company number
	934

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* WILLIAM CO	LLINS SONS & C	OMPANY LIMI	TED	
The information in the	nis return is as at			
2 713505		19 00		1.(The date of this return note 1)

Address of registered office of the company

WESTERHILL ROAD, BISHOPBRIGGS, GLASGOW G64 2QT Postcode

Total amount of indebtedness of the company in respect of mortgages and charges (note 2).

NIL

If different from the registered office, state address where the register of members or any register of debenture holders or any duplicate or part of any register of debentures is kept or may be inspected.

Register of members Register of debenture holders

Particulars of the secretary

Name (notes 3 and 4) ANDREW TOWART CRAIG FYFE Previous name(s)(note 3) 227  $\equiv$ 19 BROOMFIELD AVENUE, NEWTON MEARNS, GLASGOW Address (notes 4 and 5) Postcode

‡ only pages 1 and 2 need be completed in the case of a company without share capital

s enter number of continuation sheets attached

We certify this return which comprises pages 1, 2, [3, 4, 5 and 6]‡ [plus§

continuation@heets)

Presentor's name address and

A. C. FYFE WILLIAM COLLINS SONS & CO LTD PO BOX GLASGOW G4 ONB

Secretary

reference (if any):

2:1 SEP 1988.

Director, and

For official Use

General Section

Post room

Page 1

Particulars of the director(s) of the company (notes 6 and 7)

Name (note 3) FRANCIS TAN CHAPMAN

Previous name(s)(note 3) 
Address(note 5) KENMORE, 46 THE AVENUE, CHEAM, SURREY BRITISH

Postcode

Postcode

Other relevant past or present directorships\* (note 8) RADIO CLYDE PLC, BOOK TOKENS LTD,

SCOTTISH BUSINESS IN THE COMMUNITY, WILLIAM COLLINS PLC, GUINNESS PLC, LISTENER PUBLICATIONS LTD, UNITED DISTILLERS PLC. DIRECTORSHIPS PREVIOUSLY

HELD PAN BOOKS LTD, INDEPENDENT RADIO NEWS LTD, MARCUS WESSON PLC.

Name(note 3) JOWN COWIE C	LEMENT	Business Occupation PUBLISHING		
Previous name(s)(note 3)		Nationality		
Address(note 5) THE KINGS MAI	NOR. EAST HENDRED. NR.	WANTAGE BRITISH		
THE KINGS HA	Address(note 5) THE KINGS MANOR, EAST HENDRED, NR WANTAGE			
	Postcode OX12 8JY	12.2.46		
Other relevant past or present dire	ectorships* (note 8) WILLIAM	COLLINS PLC. DIRECTORSHIP		
PREVIOUSLY HELD MOONLIGHT		·		
PREVIOUSEL MEED MOOKELOWI				

Name(note 3) HUGH	CLARK PATON	Business Occupation
		GROUP MANAGING DIRECTO
Previous name(s)(note 3)		Nationality
Address(note 5) 10 WC	ODLAND AVENUE, PAISLEY	BRITISH
		Date of birth(note 9)
	Postcode	5.4.36
Other relevant past or p	resent directorships* (note 8) WILLIA	M COLLINS PLC

Name(note 3) CRISTOPHER S	CIDMORE TAYLOR	Business Occupation GROUP FINANCE DIRECTOR
Previous name(s)(note 3)		Nationality
Address(note 5) YORTON HOUSE	, HARMER HILL, NR SHRE	EWSBURY, BRITISH
SHROPSHIRE		Date of birth(note 9)
	Postcode Sy4 3EU	28.5.41
Other relevant past or present dir	ectorships* (note 8) WILLIAM	COLLINS PLC. DIRECTORSHIPS
PREVIOUSLY HELD BABCOCK I	NTERNATIONAL HOLDINGS	LTD, PHILMAC OILS LTD, PLASCOM
LTD, TARMAC RETIREMENT BE	NEFITS LTD.	

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Please complete legibly, preferably in black type, or bold blocklettering

 delete if inappropriate, Enter particulars of other directorships held or previously held. If this space is insufficient use a continuation sheet

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## Notes

- 1. An annual return is required for every calendar year. If the company has a share capital the date of this return must be the 14th day after the date of the annual general meeting. If it does not have a share capital the date of this return must be a date not more than 42 days after the annual general meeting
- This section should include only indebtedness in respect
  of charges (whenever created) of any description set out
  in section 396(1) of the Companies Act 1985 (in the case
  of English and Welsh companies) or section 410(4) of
  that Act (in the case of Scottish companies).
- For an individual, his present christian name(s) and surname must be given, together with any previous christian name(s) or surname(s).

"Christian name" includes a forename. In the case of a peer or person usually known by a title different from his surname, "surname" means that title. In the case of a corporation, its corporate name must be given.

- A previous christian name or surname need not be given it:—
- (a) in the case of a married woman, it was a name by which she was known before her marriage; or
- (b) it was changed or ceased to be used at least 20 years ago, or before the person who previously used it reached the age of 18; or
- (c) in the case of a peer or a person usually known by a British title different from his surname, it was a name by which he was known before he adopted the title or succeeded to it

 Where all the partners in a firm are joint secretaries, only the firm name and its principal office need be given.

Where the secretary or one of the joint secretaries is a Scottish firm, give only the firm name and its principal office.

- Usual residential address must be given. In the case of a corporation, give the registered or principal office.
- Director includes any person who occupies the position of a director, by whatever name called, and any person in accordance with whose directions or instructions the directors of the company are accustomed to act.
- If the space provided for listing directors is inadequate, a prescribed continuation sheet must be used.
- The names must be given of all bodies corporate incorporated in Great Britain of which the director is also a director, or has been a director at any time during the preceeding five years.

However a present or past directorship need not be disclosed if it is, or has been, held in a body corporate which, throughout that directorship, has been:—

- (a) a dormant company (which is a company which has had no transactions required to be entered in the company's accounting records, except any which may have arisen from the taking of shares in the company by a subscriber to the memorandum as such).
- (b) a body corporate of which the company making the return was a wholly-owned subsidiary;

## AND PRESENT MEMBERS Continued (notes 11 and 12)

		Account of Shares		<u>.:</u>
Number of shares or amount of stock held by existing members at date of return	Particulars of shares return, or, in the case of the company, by (a) persons who have	Remarks		
(note 11)	Number	Date of Registra (a)	tion of transfer (b)	
	1			
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(c) a wholly-owned subsidiary of the company making the return; or

(d) a wholly-owned subsidiary of a body corporate of which the company making the return was also a wholly owned subsidiary.

- 9. Dates of birth need only be given if the company making the return is:--

  - (a) a public company; (b) the subsidiary of a public company; or (c) the subsidiary of a public company registered in Northern Ireland
- Include payments on application and allotment, and any sums received or shares forfeited.
- Show all the persons currently holding shares or stock in the company at the date of the return, giving their names and addresses, the number of shares or amount of stock held, and details of all transfers since the last return or, if this is the first annual return of the company, all transfers since the company was incorporated. If more than one class of share is held please add more columns as appropriate. appropriate.

Additionally, show all persons and their relevant details if they have ceased to be members since the last return was made, or if this is the first return, since the company was incorporated.

If the list of members is not in alphabetical order, an index which will enable any member to be readily located within the list must be attached to this return. If the space provided for listing members is inadequate, a prescribed continuation sheet is available.

If full details have been given on the return for either of the last two years, a company may, if it so wishes, only include in this section details relating to persons who since the date of the last return:

(a) have become members;
(b) have ceased to be rnembers; or
(c) are existing members whose holdings of stock or shares have changed.

If full details have been given on the return for either of the last two years and there have been no changes please state "No Change".

- For consistency, it is suggested that particulars should be placed opposite the name of the transferor and not opposite that of the transferee, but the name of the transferee may be inserted in the remarks column opposite the particulars of each transfer.
- 13. The address for companies registered in England and Wales or Wales is:-

The Registrar of Companies Companies House Crown Way Maindy Cardiff CF4 3UZ

or, for companies registered in Scotland:-

The Registrar of Companies Companies Registration Office 102 George Street Edinburgh EH2 3DJ

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