

# ANNUAL FINANCIAL STATEMENT

OF THE

Scotland Branch

FOR THE

YEAR ENDED 31st DECEMBER

2021

**Names of Officers:**

|                                 |                          |
|---------------------------------|--------------------------|
| Chairman                        | Andrew Thomson (MIH)     |
| Membership No.                  | 230072300                |
| Hon. Secretary<br>Vice Chairman | Ken Alexander (MIH)      |
| Membership No.                  | 230099449                |
| Hon. Treasury                   | Brian D. Humphries (MIH) |
| Membership No.                  | 90021918                 |



**Scotland Branch**

**STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER**

| <b>INCOME</b>  | <b>£</b>  | <b>P</b>                     | <b>£</b>    |
|--|-----------|------------------------------|-------------|
| Grants from the Institute                                |           |                              |             |
| General (Quaich sponsorship)                             | 1000      | 00                           |             |
| Other (Repl. Quaich for Fife College)                    | 145       | 50                           |             |
| Membership fee received in error                         | 1270      | 00                           |             |
| Function (details attached)                              | 1580      | 00                           |             |
| <b>INVESTMENT INCOME</b>                                 |           |                              |             |
| Building Society Interest                                |           |                              |             |
| Deposit Interest   |           |                              |             |
| Other (before deduction of any tax) (specify)            |           |                              |             |
| Miscellaneous (specify details)                          |           |                              |             |
|  |           |                              | 3995        |
| <b>TOTAL INCOME £</b>                                    |           |                              | <b>3995</b> |
| <b>EXPENDITURE</b>                                       |           |                              |             |
| Printing and stationery                                  |           |                              |             |
| Postage and Telephone                                    | 4         | 85                           |             |
| Subscription   |           |                              |             |
| Refreshments   |           |                              |             |
| Travelling expenses                                      | 70        | 09                           |             |
| Functions (details attached)                             | 855       | 00                           |             |
| Clerical Assistance                                      |           |                              |             |
| Bank Charges   |           |                              |             |
| Hire of Rooms for Other Meetings                         |           |                              |             |
| Tax deducted from gross income                           |           |                              |             |
| Miscellaneous Expenses (part refund of invoice S2021-13) | 120       | 00                           |             |
| Independent Examiner                                     |           |                              |             |
| Book Tokens for Quaiches + Repl. Quaich, Fife College    | 645       | 50                           |             |
| Transfer of Membership to HQ paid in error               | 1270      | 00                           |             |
| Sundry Expenses  |           |                              | 2965        |
| <b>TOTAL EXPENDITURE £</b>                               |           |                              | <b>2965</b> |
| Income over Expenditure                                  |           |                              |             |
| (  | £1,030.06 | ) carried to Accumulate Fund | £ 1030      |



**Scotland Branch**

**BALANCE SHEET AT 31 DECEMBER**

|   |  |  |  | £     |
|---|--|--|--|-------|
| <b>Accumulated Fund</b>                                     |  |  |  |       |
| Balance at 1 January  |  |  |  | 5     |
| Add/Deduct Balance from Statement of Income and Expenditure |  |  |  | 1030  |
| Represented By:   |  |  |  | 1035  |
| Fixed Assets at Cost  |  |  |  |       |
| Less: Depreciation  |  |  |  |       |
| <b>Current Assets</b>                                       |  |  |  |       |
| Cash in Hand  |  |  |  |       |
| Cash at Bank  |  |  |  | 1035  |
| Payments in Advance   |  |  |  | 97    |
| Sundry Debtors (give details)                               |  |  |  |       |
|   |  |  |  | 1035  |
|   |  |  |  |       |
| <b>Current Liabilities</b>                                  |  |  |  |       |
| Sundry Creditors (give details)                             |  |  |  |       |
| Designated Funds - Quaigh Sponsorships                      |  |  |  | 500   |
|   |  |  |  | 0     |
|   |  |  |  | 500   |
|   |  |  |  |       |
|   |  |  |  | £ 535 |

|        |                      |               |
|--------|----------------------|---------------|
| Signed | Andrew Thomson (MIH) | Hon. Chairman |
|--------|----------------------|---------------|

|        |                     |                                 |
|--------|---------------------|---------------------------------|
| Signed | Ken Alexander (MIH) | Hon. Secretary<br>Vice Chairman |
|--------|---------------------|---------------------------------|

|        |                          |                |
|--------|--------------------------|----------------|
| Signed | Brian D. Humphries (MIH) | Hon. Treasurer |
|--------|--------------------------|----------------|

2021

|          |
|----------|
| <b>P</b> |
| 91       |
| 06       |
| 97       |
| 97       |
| 0        |
| 97       |

**Notes****General**

|   |  |
|---|--|
| 1 | The attached form has been prescribed for use by UK or international branches when preparing annual accounts. Further supplies are available from the Finance Department.                          |
| 2 | The annual accounts <i>must</i> cover the period 1 January to 31 December and cannot be for a lesser period.   |
| 3 | It is essential that a detailed record be kept of all receipts and payments, whether by cheque or petty cash. This will ensure that the annual accounts can be more easily extracted by Treasurer. |
| 4 | Any certificates of deduction of income tax must be forwarded to the Finance Director at Trinity Court.  |
| 5 | All assets must be shown on the branch/international group's balance sheet. No exceptions are permitted.   |

|                   |
|-------------------|
| ual accounts.     |
| r greater period. |
| y cash, so that   |
| :                 |
| mitted.           |



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|-----------------|
| Scotland Branch |
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**STATEMENT OF INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER**

**ANNUAL STATEMENT OF FUNCTIONS**

| Date             | Event                   | Purpose   | Income |
|------------------|-------------------------|---|--------|
| 30/11/2020       | IoH Scotland Day 25 Nov | Sponsorship from Baxter Storey towards partner Scottish Business Networks       | 200.00 |
| 01/12/2020       | IoH Scotland Day 25 Nov | Sponsorship from Corporate Utilities towards partner Scottish Business Networks | 100.00 |
| 03/12/2020       | IoH Scotland Day 25 Nov | Sponsorship from 3co towards partner Scottish Business Networks                 | 100.00 |
| 14/12/2020       | IoH Scotland Day 25 Nov | Sponsorship from Oxford Hotels towards partner Scottish Business Networks       | 200.00 |
| 22/12/2020       | IoH Scotland Day 25 Nov | Sponsorship from Crerar Hotel Group towards partner Scottish Business Networks  | 200.00 |
| Not Yet Received | IoH Scotland Day 25 Nov | Sponsorship from Oxford Hotels towards partner Scottish Business Networks       | 600.00 |
| Not Yet Paid     | IoH Scotland Day 25 Nov | Scottis Business Networks   |        |

**2021**

| Expenditure |
|-------------|
| 1400.00     |





|   |  |  |  |             |
|---|--|--|--|-------------|
|   |  |  |  |             |
| <b>TOTALS (Transferred to Income &amp; Expenditure Account)</b> |  |  |  | <b>0.00</b> |

|      |
|------|
|      |
| 0.00 |