

REGISTERED COMPANY NUMBER: 00933565 (England and Wales)
REGISTERED CHARITY NUMBER: 313433

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED

Lemans
Statutory Auditor
29 Arboretum Street
Nottingham
Nottinghamshire
NG1 4JA

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects for which the Institute of Medical Illustrators (IMI) is established are set out in Clause 3 of the Institute's Memorandum and Articles of Association dated 20 September 1989, amended 20 September 2009 and 17 September 2016.

The primary object is to promote and advance education in all matters connected with medical illustration and any subjects ancillary to or of use or benefit in that profession.

THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

OBJECTIVES AND ACTIVITIES

Review of activities

Council

The day-to-day management of the Institute has continued during the last year with Council meeting virtually via video-conference. Many of IMI's corporate governance arrangements were reviewed in 2020 and a number of revised documents published and new support systems put in place. The AGM took place via webinar on October 1st 2020 as part of the virtual conference/study day.

Awards

The Institute organises annual awards for the recognition of excellence in medical illustration. The awards are made up of any number of Bronze and Silver (each given a certificate) or Gold winners (each getting a certificate and a cheque), and also individual prizes for best student, best graphic design, and best video entry, each receiving a certificate and a trophy. A Platinum ('best in show') award is also given consisting of a certificate and a cheque. There are two other separate awards given, one to the best affiliate entry and one sponsored by the Wellcome Trust, each to an appropriate photograph.

The awards from the Professional Exhibition at IMI's annual conference are published in the Journal of Visual Communication in Medicine and on the IMI website.

The Awards competition for 2020 was cancelled as a consequence of the Covid-19 pandemic. It will recommence in 2021.

Conferences

The Institute continues to organise an annual conference offering delegates the opportunity to meet and hear of the latest techniques and developments within our profession. The conference in Cheshunt planned for 2020 was cancelled as a consequence of the Covid-19 pandemic, however a virtual event using the Zoom platform was delivered to members as a free half-day webinar on October 1st 2020. It incorporated IMI's AGM and a recording of the event was made available for members to access via the IMI website.

Feedback from the event was very positive with many members indicating their support for a virtual offering. With this in mind, the Permanent Conference Team, IMI's Officers and Council sought the views of members about the format for future conferences by means of a survey. This ran for two weeks in October and the results were used to plan the 2021 and 2022 events.

The pandemic situation remained uncertain for 2021 at the time contracts had to be signed; the Officers were unwilling to put the Institute at significant financial risk and so for 2020 a hybrid event spread over two separate days will be delivered. It will be part-virtual video-conferenced presentations and part face-to-face workshops (at Wyboston Lakes Conference Resort, Bedfordshire) and is planned to take place in September and October of 2021. It is hoped that a full face-to-face conference will take place in Glasgow in 2022.

Continuing Professional Development

The Institute supports the CPD audit for Academy of Healthcare Science (AHCS) registrants and continues to provide opportunities to its members for undertaking training required for CPD. The AHCS annual CPD audit for 2020 was cancelled as a consequence of the Covid-19 pandemic.

Designers

A designated Designer's Lead reports to Council. In the coming year efforts will be focussed on developing IMI's offering for Graphics members and attracting new members.

Academy of Healthcare Science (AHCS)

IMI has continued to play an active part of Academy business and are represented on the AHCS Professional Bodies Council by the current IMI Chairman. IMI sits within the professional group for Clinical Engineering.

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**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

OBJECTIVES AND ACTIVITIES

Additionally, an IMI representative has a seat on the ACHS Regulation Board. In January 2021 IMI was given the opportunity by the Academy of Healthcare Science to hold a webinar about the importance of image governance and the promotion of registration. This was delivered to an invited audience of Healthcare Science and Information Governance Leads, and helped to promote good image management, given the massive surge in the demand for DIY clinical photography during the Covid-19 Pandemic.

Higher Education

The Team liaises regularly with Higher Education Institutions that offer courses leading to qualifications that are acceptable for professional membership of IMI and registration with the AHCS. IMI worked with the AHCS to develop a Certificate of Competence as an equivalent route to registration and this has been available via IMI since April 2017 and further enhanced in 2020.

The University of Wales runs a Postgraduate Certificate (PgCert) in Clinical Photography and the University of Staffordshire runs a one-year graduate Certificate alongside a Postgraduate Certificate, on a distance learning basis for graduate-level photographers and graphic designers.

The Education Team have contributed to the profession's Apprentice Trailblazer Group which has made good progress. The next stage is to find course providers and this has slowed as a consequence of the Covid-19 pandemic.

IMI News

IMI News continues to be delivered as an online publication, and in general is well received by the membership. IMI News is a benefit to members and for some, particularly those working in remote areas, it is invaluable in keeping in touch with the profession. Work is in progress to deliver this via our website in the future.

The Journal of Visual Communication in Medicine

The Journal team again held a stand at the 2019 IMI conference along with running a Workshop for interested potential authors and feedback was positive. The Journal continues to be a benefit to members.

Marketing

Efforts in the past year have concentrated on the redevelopment of the IMI website and in retaining members. The new website went live in March 2019 and despite some teething problems was well received by members. Additional development phases are planned.

Social media sites continue to see an increase in activity and popularity and are often used to share relevant interesting links to a wider audience. They have been used extensively during the Covid-19 pandemic and have offered a useful support network for members.

Membership

Membership Numbers February 2021

	February 2021
Professional Members	
- Member Photographic	285
- Member Graphic	46
- Member Video	5
- Maternity & career breaks	4
- Fellow	9
- Honorary Fellow	18
- Hon Life Member	1
Students	
- Student Photographic	42
- Student Graphic	16

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

OBJECTIVES AND ACTIVITIES

Retired	19
Affiliate	42
Corporate	7
Auditor	1
TOTAL	495

National Guidelines

The Institute publishes a range of National Guidelines on medical illustration disciplines. Submission guidance for teams working on the guidelines is published on the IMI website. A number of previously published guidelines have been reviewed and several new Guidelines are in preparation.

Quality Assurance Standards

Medical Illustration Departments continue to work towards QAS assessment at levels 1 and 2 but activity was halted in 2020 as a consequence of the Covid-19 pandemic. It is hoped that on-site assessments will recommence in 2021.

Regions

There has been no regional activity during 2020 as a consequence of the Covid-19 pandemic. It is hoped that it will recommence in 2021.

Regulation

The Institute continues to pursue the statutory regulation of clinical photographers, and has representation on the AHCS Regulation Board.

Schools liaison and careers advice

A large number of careers enquiries are answered through the year by the Careers Advisor. Most of those enquiring can be referred to the IMI website, or the Institute's careers brochures and posters, as well as information from each of the universities.

Web Site

The Institute web site offers a public interface for our profession. This includes a "Find a Professional" search facility, legal and ethical issues, national photography guidelines, careers, education, news, meetings, conferences, job vacancies, an open discussion forum and an image gallery. In addition there is a private area for IMI members containing free software training, a searchable contact database, on-line CPD recording, full online access to our journal, IMI News and minutes from Council meetings.

The web site reflects the branding and values of the Institute and provides a modern interface for our profession and our members. It incorporates benefits for our existing members and is designed to attract new members by showcasing our Institute as modern, supportive, accountable, responsive, real and innovative.

The IMI Conference has a large presence on the website with links via the home page. The promotion of the upcoming conference directly replaces the previous year's post conference information / debrief.

Following the redevelopment of the website in 2019, a development plan is in place and there are plans to appoint a new maintenance contract in 2021.

IMI Nations

Following a proposal in October 2019 to change the structure and improve regional representation on IMI's national Council, IMI's Articles of Association were changed to reflect this and the Scottish Board was dissolved. Council now includes representatives from Scotland, Ireland, Wales and England and they report to Council.

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

OBJECTIVES AND ACTIVITIES

Grantmaking

The Pat Turnbull fund assists members of the Institute in their travel funding to conferences throughout the world. Any paid-up member can apply and there is a defined procedure to ensure equity and fairness. All applications are dealt with anonymously, with Council basing their decision on who is to benefit purely on the details on the application form. No member will be awarded funding in consecutive years, unless there is a lack of applications. Funding will only be presented on the implicit understanding that a short report of the meeting attended is written for the IMI News and the Journal of Visual Communication in Medicine. There were no Pat Turnbull awards made in 2020.

Volunteers

All departments of the charity are run by volunteers.

FINANCIAL REVIEW

Investment policy and objectives

Investments held by the Institute have been acquired in accordance with the power available to the Council of Members. The Trustees intend that the real value of the reserves be protected and enhanced by investing at lower risk, seeking professional help as and when required.

Reserves policy

Unrestricted funds are needed to cover operating and support costs without which the charity could not function and to support the annual conference. Council consider it prudent that unrestricted reserves should be sufficient to cover one year's operating and support costs. The level of reserves is monitored and reviewed by Council annually. At 31 December 2020 unrestricted reserves were £76,874 and restricted reserves were £28,697.

The results for the year are as shown in the attached Financial Statements. The Institute's work is reliant on membership fees, these funds have been used in furtherance of the Institute's objectives. The Council have considered the impact of possible serious disruptions to normal activity caused by events such as the current Covid 19 pandemic and do not consider there are any obligations that cannot be met by the funds available.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

In the event of the charity winding up members' liabilities will not exceed £1.

Organisational structure

The day to day running of the charity is delegated to the Honorary Secretary and Honorary Treasurer subject to ratification of those decisions made by members of council.

Risk management

The Council's exposure to risk has been reviewed and systems are being put in place to mitigate exposure to major risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

00933565 (England and Wales)

Registered Charity number

313433

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

Registered office

12 Coldbath Square
London
EC1R 5HL

Trustees

Mrs Jane Tovey Chairman
Mr Nicholas White Chairman Elect (appointed 1.10.20)
Mrs Carol Margaret Fleming Honorary Secretary
Mr Geoffrey Bernard Gilbert Honorary Treasurer
Mr Anthony Edwards Member of Council/Irish Representative (resigned 1.10.20)
Ms Kim Baxter Member of Council/English Representative
Mr Tommy Walsh Member of Council/Irish Representative
Ms Abigail Bird Student Representative (resigned 5.2.20)
Mr Simon Brinkworth Member of Council
Ms Laura Abbatiello Member of Council
Ms Sharon Sutherland Member of Council/Scottish Representative (appointed 1.10.20)
Ms Ceri Llewellyn Member of Council/Welsh Representative (appointed 1.10.20)
Ms Laura Mullen Student Representative (appointed 5.2.20)

Co-opted for one year

Kathy Jane McFall	Education Lead	appointed 1.10.2020
Jane Tovey	Marketing Lead	appointed 1.10.2020

Those retiring in 2021

Kathy McFall
Jane Tovey
Kim Baxter
Thomas Walsh

Company Secretary

Mrs Carol Margaret Fleming

Auditors

Lemans
Statutory Auditor
29 Arboretum Street
Nottingham
Nottinghamshire
NG1 4JA

Bankers

National Westminster Bank Plc
Beeston (A) Branch
19 High Road
Beeston
Nottingham
NG9 2JX

Solicitors

William Sturges & Co
Burwood House
14-16 Caxton Street
London
SW1H 0QY

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

PUBLIC BENEFIT

The Trustees have had due regard to the guidance published by the Charity Commission on public benefit when reviewing the charity's aims and objectives. The object of the charity and details of who and how the charity has helped can be found on page 1.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of The Institute of Medical Illustrators Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

AUDITORS

The auditors, Lemans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 11 June 2021 and signed on its behalf by:



Mrs Jane Tovey - Trustee

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

Opinion

We have audited the financial statements of The Institute of Medical Illustrators Limited (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Exercise professional judgment and maintain professional scepticism throughout the planning and performance of the audit;
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion;
- Obtain an understanding of the internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control;
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management;
- Make enquiries of management and those charged with governance of any instances of non-compliance with laws and regulations and of any actual and potential litigation and claims;
- Review financial statement disclosures to supporting documentation to assess compliance with applicable laws and regulations

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

K Mealand

K Mealand (Senior Statutory Auditor)
for and on behalf of Lemans
Statutory Auditor
29 Arboretum Street
Nottingham
Nottinghamshire
NG1 4JA

Date: *14 June 2021*

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		20	-	20	10
Charitable activities					
Membership		41,543	-	41,543	43,384
Annual Conference		-	-	-	61,716
Education and Training		579	-	579	610
Marketing and Communication		2,000	-	2,000	2,000
Journal of Visual Communications in Medicine		2,031	-	2,031	1,794
Investment income	3	1,641	285	1,926	2,253
Other income		474	-	474	547
Total		48,288	285	48,573	112,314
EXPENDITURE ON					
Charitable activities					
Membership		28,203	-	28,203	44,012
Annual Conference		-	-	-	52,631
Education and Training		1,584	(120)	1,464	7,073
Marketing and Communication		15,171	-	15,171	14,833
Quality Assurance and Standards		91	-	91	188
Journal of Visual Communications in Medicine		181	-	181	864
Total		45,230	(120)	45,110	119,601
Net gains/(losses) on investments		(345)	(101)	(446)	(861)
NET INCOME/(EXPENDITURE)		2,713	304	3,017	(8,148)
RECONCILIATION OF FUNDS					
Total funds brought forward		74,161	28,393	102,554	110,702
TOTAL FUNDS CARRIED FORWARD		76,874	28,697	105,571	102,554

The notes form part of these financial statements

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED (REGISTERED NUMBER: 00933565)**

**BALANCE SHEET
31 DECEMBER 2020**

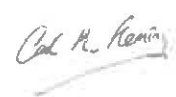
	Notes	31.12.20 £	31.12.19 £
FIXED ASSETS			
Intangible assets	8	14,212	20,925
Tangible assets	9	217	433
Investments	10	38,752	61,478
		<u>53,181</u>	<u>82,836</u>
CURRENT ASSETS			
Debtors	11	16,320	14,170
Cash at bank		62,874	38,158
		<u>79,194</u>	<u>52,328</u>
CREDITORS			
Amounts falling due within one year	12	(26,804)	(32,610)
NET CURRENT ASSETS		<u>52,390</u>	<u>19,718</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		105,571	102,554
NET ASSETS		<u>105,571</u>	<u>102,554</u>
FUNDS	14		
Unrestricted funds		76,874	74,161
Restricted funds		28,697	28,393
TOTAL FUNDS		<u>105,571</u>	<u>102,554</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 11 June 2021 and were signed on its behalf by:



Mrs Jane Tovey - Trustee



Mrs Carol Margaret Fleming - Trustee

The notes form part of these financial statements

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. STATUTORY INFORMATION

The Institute of Medical Illustrators Limited is a private charitable company limited by guarantee incorporated in England within the United Kingdom. The address of the registered office and registration numbers are given in the report of the trustees administrative information on page 5 of these financial statements.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention modified to include certain items at fair value.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Subscription income is accounted for in the period to which it relates.

Conference income is accounted for in the period in which the conference is held.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Intangible fixed assets

The website development costs are being depreciated over 4 years.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

**THE INSTITUTE OF MEDICAL ILLUSTRATORS
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Exhibition Stand and Office Equipment - 20% on cost

Fund accounting

The general fund consists of the accumulation of surpluses less deficits of income over revenue expenditure and can be used in accordance with the objects of the charity at the discretion of the trustees.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of the designated fund is set out in the notes to the financial statements.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Investments

Investments are stated in the balance sheet at fair value, with changes recognised in 'net gains/(losses) on investments' in the SOFA. Investment income is included as income when receivable.

Deferred Income

Membership income received during the current financial year that relates to the next financial year is included as deferred income.

Grants Payable

Grants are payable from the Turnbull fund and are included in the year in which the offer is conveyed to the recipient.

Cash at Bank

The charity holds sufficient funds in order to meet its short term cash commitments as they fall due.

Debtors and creditors

Debtors and creditors are recorded at transaction price.

3. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Investment income	1,876	2,140
Deposit account interest	50	113
	<u>1,926</u>	<u>2,253</u>

4. GRANTS PAYABLE

	31.12.20	31.12.19
	£	£
Education and Training	(120)	2,061
	<u>(120)</u>	<u>2,061</u>

The total grants paid to individuals during the year was as follows:

	31.12.20	31.12.19
	£	£
Turnbull Travel Awards	(120)	1,941
	<u>(120)</u>	<u>1,941</u>

During the year no grants were paid to individuals (2019 - 8). One grant awarded in 2019 was not claimed and has been written back in these accounts.

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FOR THE YEAR ENDED 31 DECEMBER 2020**

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20	31.12.19
	£	£
Auditors' remuneration	1,320	1,820
Depreciation - owned assets	216	217
Website development costs amortisation	11,063	9,975
Non-audit fees	3,738	5,352
	<u> </u>	<u> </u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

During the year £4,892 was paid to 7 council members in respect of travel and reimbursed expenses (2019-£10,219 paid to 13 council members).

7. MEMBERS' LIABILITY

The liability of the Members is limited to a maximum of £1 each.

8. INTANGIBLE FIXED ASSETS

	Website development costs £
COST	
At 1 January 2020	39,900
Additions	4,350
	<u> </u>
At 31 December 2020	44,250
	<u> </u>
AMORTISATION	
At 1 January 2020	18,975
Charge for year	11,063
	<u> </u>
At 31 December 2020	30,038
	<u> </u>
NET BOOK VALUE	
At 31 December 2020	14,212
	<u> </u>
At 31 December 2019	20,925
	<u> </u>

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9. TANGIBLE FIXED ASSETS

	Exhibition Stand and Office Equipment £
COST	
At 1 January 2020 and 31 December 2020	17,065
DEPRECIATION	
At 1 January 2020	16,632
Charge for year	216
At 31 December 2020	16,848
NET BOOK VALUE	
At 31 December 2020	217
At 31 December 2019	433

10. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 January 2020	61,478
Disposals	(22,381)
Revaluations	(345)
At 31 December 2020	38,752
NET BOOK VALUE	
At 31 December 2020	38,752
At 31 December 2019	61,478

There were no investment assets outside the UK. All investments are held primarily for an investment return.

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20 £	31.12.19 £
Trade debtors	11,919	10,002
Prepayments and accrued income	4,401	4,168
	16,320	14,170

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12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	1,654	14,601
Accruals and deferred income	25,150	18,009
	<u>26,804</u>	<u>32,610</u>

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	31.12.20 Total funds	31.12.19 Total funds
	£	£	£	£
Fixed assets	14,429	-	14,429	21,358
Investments	38,752	-	38,752	61,478
Current assets	50,497	28,697	79,194	52,328
Current liabilities	(26,804)	-	(26,804)	(32,610)
	<u>76,874</u>	<u>28,697</u>	<u>105,571</u>	<u>102,554</u>

14. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	74,161	2,713	76,874
Restricted funds			
Turnbull Fund	28,393	304	28,697
TOTAL FUNDS	<u>102,554</u>	<u>3,017</u>	<u>105,571</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	48,288	(45,230)	(345)	2,713
Restricted funds				
Turnbull Fund	285	120	(101)	304
TOTAL FUNDS	<u>48,573</u>	<u>(45,110)</u>	<u>(446)</u>	<u>3,017</u>

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14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General fund	78,639	(4,478)	74,161
Restricted funds			
Turnbull Fund	30,252	(1,859)	28,393
West Midlands Training Fund	1,811	(1,811)	-
	<u>32,063</u>	<u>(3,670)</u>	<u>28,393</u>
TOTAL FUNDS	<u>110,702</u>	<u>(8,148)</u>	<u>102,554</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	111,710	(115,669)	(519)	(4,478)
Restricted funds				
Turnbull Fund	544	(2,061)	(342)	(1,859)
West Midlands Training Fund	60	(1,871)	-	(1,811)
	<u>604</u>	<u>(3,932)</u>	<u>(342)</u>	<u>(3,670)</u>
TOTAL FUNDS	<u>112,314</u>	<u>(119,601)</u>	<u>(861)</u>	<u>(8,148)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	78,639	(1,765)	76,874
Restricted funds			
Turnbull Fund	30,252	(1,555)	28,697
West Midlands Training Fund	1,811	(1,811)	-
	<u>32,063</u>	<u>(3,366)</u>	<u>28,697</u>
TOTAL FUNDS	<u>110,702</u>	<u>(5,131)</u>	<u>105,571</u>

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FOR THE YEAR ENDED 31 DECEMBER 2020**

14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	159,998	(160,899)	(864)	(1,765)
Restricted funds				
Turnbull Fund	829	(1,941)	(443)	(1,555)
West Midlands Training Fund	60	(1,871)	-	(1,811)
	<u>889</u>	<u>(3,812)</u>	<u>(443)</u>	<u>(3,366)</u>
TOTAL FUNDS	<u>160,887</u>	<u>(164,711)</u>	<u>(1,307)</u>	<u>(5,131)</u>

Designated Funds:

Scholarship Fund

This fund supports student members in funding essential items for study.

Restricted Funds:

Turnbull Fund

This fund assists members of the Institute in their travel funding to conferences throughout the world. Applications are made to Council on an anonymous basis.

West Midlands Training Fund

This fund was returned to The Royal Wolverhampton NHS Trust during the year.

15. CAPITAL COMMITMENTS

	31.12.20 £	31.12.19 £
Contracted but not provided for in the financial statements	-	3,500

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.