



# Chartered Institute of Brewers and Distillers

## Scottish Section

**1. Minutes of 24<sup>th</sup> Annual General Meeting, covering Calendar Year 2023, held on 8<sup>th</sup> May 2024 at 6pm at Drygate Brewery 85 Drygate Glasgow G4 0UT**

**2. Chair's Welcome.**

The Chair, David Hannah, called the meeting to order and welcomed all present.

**3. Present and Apologies - Members Present:**

David Hannah
Niki Charleston
Stuart Watts
Angela Brown
Stuart Maxwell
Sonya Ferguson
Sally McGarry
Alastair Punton
Joel Saunderson
Ken Duncan
Ed Furmston-Evans
Desmond Hopkins
Tomi Inatomi
Fergus Clark
Douglas Murray
Brian McGhee
Lucio Tesone
Harry Manson
Graham Manson
Jane Millar
Brian Eaton
Nick Brading
Alan Macnab
Stuart Swann
Colin Johnston

**Members' Apologies:**

Duygu Beypinar
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Dawn Maskell
Alister McDermott

**4. Minutes of 23<sup>rd</sup> Annual General Meeting held on 2<sup>nd</sup> May at Chivas Brothers, Kilmalid.**

The minutes were unanimously accepted.

**5. Matters Arising**

There were no matters arising.

**6. Chair's Report – 2023**

The Chair gave his wholehearted thanks to the Scottish Section for such a successful year of events and especially to all the Committee Members who gave their time and enthusiasm in organising the events. He gave special mention to WDSC2023 Chair Jane Millar for the conference having been such a resounding success with 630 delegates from 30 countries. He also gave credit to Inchdairnie Distillery for assisting in the Fife Barley Walk. He praised the new format of the Annual Dinner which was superb and again offered his gratitude to all who had helped make it such a wonderful evening.

**7. Financial Report – 2023**

See below:

## **IBD Scottish Section**

### **Treasurer's Report 2023**

#### **For AGM on 8th May 2024**

2023 was the year we finally achieved something close to normality after the last few years!

The Scottish Section Committee provided a number of well received and well attended events throughout the year – the Study Tour was, as always, a highlight of the year. We always receive more people wishing to attend this event than we can facilitate so it is always fully booked. We repeated the Lifelong Learning / Sustainability Day in 2023, held at the Atholl Hotel again. For the younger members, there was a beer festival organised at the Biscuit Factory in Edinburgh. There was also a very well attended Barley Walk with the weather being good for once!

The Executive Summary gives an overall picture for 2023 with £47,988.31 of income, plus an opening deposit in the account of £16,532.61 and £50,940.31 of expenditure. This means we have spent £2,952 more than has been received. This has been driven by a couple of items – there was an outstanding grant payment from 2021 of £3,200 which was paid out of the Scottish Account. The second item is the Lifelong Learning / Sustainability Day – this is free to IBD members with a charge of £30 to non-members. The cost for us to support this day was £2,996.36 in 2023. We ended the year with a closing balance of £13,493.21

The Scottish Section Dinner was held on Friday 13<sup>th</sup> October at the Doubletree by Hilton in Glasgow with 437 attendees and a separate Dinner reconciliation is attached. The dinner realised £8,470.78 profit. We reformatted how the dinner was run in 2023; asking a representative from the Charity we held the raffle for to speak to us about the work that they do, rather than organise an after-dinner speaker. We had very positive feedback on this, and the Charity also received several requests to speak at other events and offers of help.

The Dinner for 2024 will also be held at the Doubletree Hilton, Glasgow, and we have the potential to book a date in 2025 as well. There are a number of reasons for us wanting to remain in Glasgow, with the limited number and cost of alternative venues in Edinburgh being a big deciding factor in this decision.

This was the last dinner that our long-term Toastmaster, Patrick Hayes will be conducting for us – he is taking a well-deserved retirement; and I will miss his advice over the last two years. He will be replaced by Alexander (Sandy) Fraser who has worked at a number of prestigious events and venues as well as working for The Glenmorangie Company; so, we are keeping it within the industry!

Finally, Susan McKinley and James Brosnan are stepping down as the Scottish Section Auditors. I want to thank them for all their hard work and help to both myself and Brian Eaton before me. We will be sending out a call for new auditors, so if anyone would like to volunteer for this role, please contact me.

The Scottish Section Accounts for 2023 have been approved by our examiners in Scotland and have been submitted to the IBD Head Office for auditing.

Niki Charleston, Treasurer, April 2024

**IBD DINNER 2023 - ACCOUNTS.****MONEY IN:**

Full price tickets	£85.00	403	£34,255.00
Student / Retired Members	£47.00	26	£1,222.00
Top Table (FOC)		8	
		437	<b>£35,477.00</b>

**SPONSORSHIP:**

Menu's	£360.00
Piper	£200.00
Chairman's Reception	£350.00
Toastmaster	£525.00
Photographer	£375.00
	<b>£1,810.00</b>

TOTAL MONEY IN:	<b>£37,287.00</b>
TOTAL MONEY OUT:	<b>£28,816.22</b>
PROFIT:	<b>£8,470.78</b>

**MONEY OUT:**

Vision Events (AV)	£5,171.76
Andrew Stark Photography	£395.00
Crawford Print & Design (Menu's)	£462.00
Patrick Hayes (Speech Master)	£525.00
Eireann Mackay (Piper)	£200.00
Hilton Hotel	£20,892.85
Wine & Water (Top Table/K&E Tables)	£461.50
Pens, Envelopes, Place Name Cards	£59.53
DHL (Chairman's Dram)	£50.08
Chairman's Dram	£598.50
	<b>£28,816.22</b>

**Review of 2023 Accounts Signed attached at end of Minutes.**

**Matters Arising from the Financial Report:**

Douglas Murray suggested a suitable thank you gift to be organised for the auditors James Brosnan and Susan McKinley for their work in the past, as the Section Accounts were to be audited by IBD HQ from now on.

David Hannah proposed that students be sponsored by companies to be seated at those tables thus improving networking opportunities, rather than being bunched together at a student table.

**8. Election of Office Bearers**

The following officers were elected unanimously:

OFFICE	NOMINATION	PROPOSED BY	SECONDED BY
Chairman	David Hannah*	Stuart Watts	Ken Duncan
Vice Chair	Angela Brown*	David Hannah	Stewart Murray
Secretary	Ken Duncan	Fergus Clark	Angela Brown
Treasurer and Dinner Secretary	Niki Charleston	Keith Lugton	Alastair Punton

\* Nominated for a two-year tenure at 2023 AGM

At this point David Hannah, having been duly elected as Chair, took control of the meeting.

## 9. Election of Ordinary Committee Members

The following committee member was elected unanimously:

COMMITTEE MEMBER	PROPOSED BY	SECONDED BY	TENURE
Stuart Swann	David Hannah	Stuart Maxwell	To AGM 2027

## 10. Any Other Competent Business

Douglas Murray thanked the Chair for his good work for the year and looked forward to the upcoming events.

At 6.45pm the Chair, David Hannah, thanked all for their attendance and called the AGM to a close.

## 11. Date of 2025 AGM

29<sup>th</sup> May 2025 5pm at Glenlivet Distillery.



## Bank Reconciliation Summary

Scottish Section IBD

As at 31 December 2023

IBD SCOTTISH CURRENT

## Income 2023

Date	Source	Commentary	Reference	Income	VAT
IBD SCOTTISH C	Opening Balance		£16,532.61		
03 Jan 2023	Receivable Payment	IBD Technical Tour - Ireland.	INV-0075	£800.00	£133.33
09 Jan 2023	Receivable Payment	IBD Dinner 2022 Additional Seats.	INV-0077	£160.00	£26.67
20 Jan 2023	Receivable Payment	IBD Dinner 2022 - Menu Sponsorship	INV-0073	£360.00	£60.00
23 Feb 2023	Receivable Payment	IBD Dinner 2022	INV-0046	£1,600.00	£266.67
27 Feb 2023	Receivable Payment	Study Tour	INV-0087	£386.00	£64.33
27 Feb 2023	Receivable Payment	Study Tour	INV-0101	£193.00	£32.17
27 Feb 2023	Receivable Payment	Study Tour	INV-0100	£193.00	£32.17
27 Feb 2023	Receivable Payment	Study Tour	INV-0091	£193.00	£32.17
27 Feb 2023	Receivable Payment	Study Tour	INV-0097	£193.00	£32.17
27 Feb 2023	Receivable Payment	Study Tour	INV-0088	£193.00	£32.17
27 Feb 2023	Receivable Payment	Study Tour	INV-0094	£243.00	£40.50
02 Mar 2023	Receivable Payment	Study Tour	INV-0095	£193.00	£32.17
03 Mar 2023	Receivable Payment	Study Tour	INV-0106	£193.00	£32.17
03 Mar 2023	Receivable Payment	Study Tour	INV-0096	£193.00	£32.17
06 Mar 2023	Receivable Payment	Study Tour	INV-0093	£243.00	£40.50
06 Mar 2023	Receivable Payment	Study Tour	INV-0090	£243.00	£40.50
06 Mar 2023	Receivable Payment	Study Tour	INV-0103	£193.00	£32.17
06 Mar 2023	Receivable Payment	Study Tour	INV-0092	£243.00	£40.50
07 Mar 2023	Receivable Payment	Study Tour	INV-0104	£193.00	£32.17
13 Mar 2023	Receivable Payment	Study Tour	INV-0107	£193.00	£32.17
14 Mar 2023	Receivable Payment	Study Tour	INV-0110	£193.00	£32.17
21 Mar 2023	Receivable Payment	Study Tour - Single Supplement	INV-0112	£50.00	£8.33
27 Mar 2023	Receivable Payment	IBD Dinner 2022	INV-0076	£80.00	£13.33
03 May 2023	Receivable Payment	Study Tour	INV-0089	£193.00	£32.17
19 May 2023	Receivable Payment	IBD Dinner 2023	INV-0116	£1,700.00	£283.33
19 May 2023	Receivable Payment	IBD Dinner 2023 - Menu Sponsorship	INV-0117	£340.00	£60.00
01 Jun 2023	Receivable Payment	IBD Dinner 2022	INV-0081	£300.00	£50.00
01 Jun 2023	Receivable Payment	IBD Dinner 2022	INV-0061	£1,400.00	£266.67
02 Jun 2023	Receivable Payment	IBD Dinner 2022 - Chairman's Rec	INV-0080	£300.00	£50.00
06 Jun 2023	Receivable Payment	IBD Dinner 2023	INV-0118	£680.00	£113.33
30 Jun 2023	Receivable Payment	IBD Dinner 2023	INV-0115	£850.00	£141.67
30 Jun 2023	Receivable Payment	IBD Dinner 2023	INV-0125	£850.00	£141.67
05 Jul 2023	Receivable Payment	IBD Dinner 2022	Paid to HQ -	£1,333.33	£0.00
12 Jul 2023	Receivable Payment	IBD Dinner 2023	INV-0120	£850.00	£141.67
18 Jul 2023	Receivable Payment	IBD Dinner 2023	INV-0122	£850.00	£141.67
21 Jul 2023	Receivable Payment	IBD Dinner 2023	INV-0123	£850.00	£141.67
21 Jul 2023	Receivable Payment	IBD Dinner 2023	INV-0134	£47.00	£7.83
21 Jul 2023	Receivable Payment	IBD Dinner 2023	INV-0114	£850.00	£141.67
28 Jul 2023	Receivable Payment	IBD Dinner 2023	INV-0121	£850.00	£141.67
04 Aug 2023	Receivable Payment	IBD Dinner 2023 Seats & Chairmen	INV-0126 - P	£2,050.00	£341.66
10 Aug 2023	Receivable Payment	Beer Festival Profit		£336.55	£0.00
17 Aug 2023	Receivable Payment	IBD Dinner 2023	INV-0119	£849.96	£141.66
25 Aug 2023	Receivable Payment	IBD Dinner 2023	INV-0128	£85.00	£14.17
30 Aug 2023	Receivable Payment	IBD Dinner - Piper Sponsorship 2023	INV-0127	£200.00	£33.33
31 Aug 2023	Receivable Payment	IBD Dinner 2023	INV-0135	£850.00	£141.67
04 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0144	£850.00	£141.67
05 Sep 2023	Receivable Payment	IBD Dinner 2023 Double Payment	Refunded 2	£850.00	
13 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0151	£47.00	£7.83
14 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0152	£47.00	£7.83
15 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0133	£1,700.00	£283.33
15 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0137	£425.00	£70.83
18 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0156	£85.00	£14.17
18 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0164	£47.00	£7.83
19 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0124	£850.00	£141.67
19 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0155	£85.00	£14.17
19 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0136	£425.00	£70.83
19 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0146	£850.00	£141.67
20 Sep 2023	Receivable Payment	Money from Eventbrite	Seminar	£50.00	£0.00
20 Sep 2023	Receivable Payment	IBD Dinner 2023	Paid to HQ -	£708.33	£0.00
22 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0147	£85.00	£14.17
25 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0153	£170.00	£28.33
26 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0167	£47.00	£7.83
27 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0165	£85.00	£14.17
28 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0154	£850.00	£141.67
28 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0141	£850.00	£141.67
28 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0148	£170.00	£28.33
28 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0143	£1,700.00	£288.33
29 Sep 2023	Receivable Payment	IBD Dinner 2023	INV-0170	£47.00	£7.83
02 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0139	£850.00	£141.67
02 Oct 2023	Receivable Payment	Cheese Board - IBD Dinner	INV-0174	£70.00	£0.00
04 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0178	£170.00	£28.33
05 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0177	£998.00	£166.34
06 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0181	£85.00	£14.17
09 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0175	£85.00	£14.17
09 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0182	£47.00	£7.83
10 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0145	£850.00	£141.67
10 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0157	£255.00	£42.50
11 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0159	£47.00	£7.83
11 Oct 2023	Receivable Payment	IBD Dinner 2023	IBD Paid Sc	£850.00	£0.00
16 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0171	£85.00	£14.17
18 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0140	£850.00	£141.67
18 Oct 2023	Receivable Payment	IBD Dinner 2023	Paid to HQ -	£708.33	£0.00
18 Oct 2023	Receivable Payment	IBD Dinner 2023	Paid to HQ -	£437.50	£0.00
20 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0162	£765.00	£127.50
24 Oct 2023	Receivable Payment	IBD Dinner 2023	Paid to HQ -	£566.67	£0.00
24 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0113	£850.00	£141.67
25 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0173	£85.00	£14.17
25 Oct 2023	Receivable Payment	IBD Dinner 2023	Paid to HQ -	£708.00	£0.00
27 Oct 2023	Receivable Payment	IBD Dinner 2023	INV-0149	£255.00	£42.50
29 Nov 2023	Receivable Payment	IBD Dinner 2023	INV-0163	£850.00	£141.67
29 Nov 2023	Receivable Payment	IBD Dinner 2023	INV-0138	£680.00	£113.33
15 Dec 2023	Receivable Payment	IBD Dinner 2023	INV-0158	£1,700.00	£283.33
18 Dec 2023	Receivable Payment	Money from Eventbrite	IBD Lifelong	£558.64	£0.00
Total IBD SCOTTISH CURRENT				Total Income	£47,988.31

## Expenditure 2023

Date	Source	Commentary	Reference	Gross	VAT
22 Feb 2023	Spend Money		2022 Committee Meeting Ex	£320.52	£0.00
23 Feb 2023	Payable Payment	Honorarium	2022 Honorarium	£3,600.00	£0.00
23 Feb 2023	Payable Payment	Travel Expenses	2022 Travel expenses	£591.40	£0.00
28 Feb 2023	Payable Payment	Coach Hire - Study Tour	38454	£129.50	£0.00
02 Mar 2023	Spend Money	Grant Payment from 2021.	IBD Award 2021 July	£3,200.00	£0.00
28 Mar 2023	Payable Payment	Study Tour - Coach	38454	£1,165.50	£0.00
28 Mar 2023	Payable Payment	Study Tour - Distillery Visit	SI-00720	£380.00	£63.33
28 Mar 2023	Payable Payment	Study Tour - Distillery Visit	Argyll & Campbelltown Stud	£273.60	£0.00
29 Mar 2023	Payable Payment	Study Tour - Hotel	Invoice 26918	£1,105.00	£0.00
24 Apr 2023	Payable Payment	Deposit for Beer Festival	INV-2669	£120.00	£20.00
24 Apr 2023	Payable Payment	Study Tour - Distillery Visit	SI-1536	£379.85	£61.33
24 Apr 2023	Payable Payment	Study Tour - Fyne Ales	INV 84355	£341.09	£56.85
21 Jun 2023	Payable Payment	Beer Festival	INV-2770	£360.00	£60.00
29 Sep 2023	Payable Payment	Whisky for Chairman's Toast	Invoice 231012M	£598.50	£99.75
29 Sep 2023	Spend Money		Holchem Double Payment R	£850.00	
24 Oct 2023	Spend Money		IBD Paid Scottish In Error, pai	£850.00	
25 Oct 2023	Spend Money	Buffet - Barley Walk, Annand	Secretary Expenses	£349.93	£0.00
25 Oct 2023	Receivable Cred	Cancelled Seat - CN-0180	Lochlea Distillery	£85.00	£14.17
25 Oct 2023	Receivable Cred	Cancelled Seats - CN-0185	Douglas Laing refund	£170.00	£28.33
25 Oct 2023	Payable Payment	IBD Dinner 2023	Dinner Secretary Expenses fa	£620.35	£0.00
25 Oct 2023	Spend Money	Travel Expenses	Secretary Expenses	£628.50	£0.00
26 Oct 2023	Receivable Cred	Cancelled Table, CN-0179	Briggs Refund	£849.96	£141.66
26 Oct 2023	Spend Money	Honorarium	Secretary Expenses	£2,700.00	£0.00
07 Nov 2023	Receivable Cred	Cheese Board Refund, CN-	Aften Associates Refund	£70.00	£0.00
08 Nov 2023	Payable Payment	IBD Dinner 2023 - AV	41815	£5,171.76	£861.96
08 Nov 2023	Payable Payment	IBD Dinner 2023 - Menus	Invoice 00002165	£462.00	£77.00
08 Nov 2023	Payable Payment	IBD Dinner 2023 - Photograph	INVOICE #2311	£395.00	£0.00
08 Nov 2023	Payable Payment	IBD Dinner 2023 - Piper	IBD Dinner 2023.	£200.00	£0.00
08 Nov 2023	Payable Payment	IBD Dinner 2023 - Venue Bill	INVOICE 335234	£20,892.85	£3,482.15
08 Nov 2023	Adjustment				
07 Dec 2023	Payable Payment	IBD Dinner 2023 - Toastmaster	IBD Dinner 2023.	£525.00	£0.00
20 Dec 2023	Payable Payment	IBD Lifelong Learning Day -	IBD Lifelong Learning Day.	£3,555.00	£0.00
Total Expenditure:				£50,940.31	£4,966.53

Bank Charges					
20 Jan 2023	Spend Money	Bank Charges		£6.22	£0.00
21 Feb 2023	Spend Money	Bank Charges		£6.44	£0.00
21 Mar 2023	Spend Money	Bank Charges		£7.76	£0.00
21 Apr 2023	Spend Money	Bank Charges		£8.42	£0.00
19 May 2023	Spend Money	Bank Charges		£6.00	£0.00
21 Jun 2023	Spend Money	Bank Charges		£6.44	£0.00
21 Jul 2023	Spend Money	Bank Charges		£7.10	£0.00
21 Aug 2023	Spend Money	Bank Charges		£7.10	£0.00
21 Sep 2023	Spend Money	Bank Charges		£7.10	£0.00
20 Oct 2023	Spend Money	Bank Charges		£9.74	£0.00
21 Nov 2023	Spend Money	Bank Charges		£9.08	£0.00
21 Dec 2023	Spend Money	Bank Charges		£6.00	£0.00
Total Bank Charges:				£87.40	

Opening Balance at Bank	£16,532.61
Total Income + Opening Balance	£64,520.92
Total Expenditure	£50,940.31
Total Expenditure + Bank Charges	£51,027.71
Expected Balance at Bank	£13,493.21
Closing Balance at 31/12/23:	£13,493.21
Error (+ or -)	£0.00
VAT on Income	£6,806.89
VAT on Expenditure	£4,966.53
Net VAT payable	£1,840.36

James Brosnan

Date

25/4/24

Susan McKinlay

Date

25/4/24