BMA

Annual report and financial statement – 1 January 2024 to 31 December 2024
Please sign & return this form electronically to Council secretariat (BMAdivisions@bma.org.uk)
by 21 March 2024

1. Name of division ………………………………………………………………………

Officers

President/chair	
Treasurer	
Secretary	
Deputy chair	

2. Annual General Meeting

Date	
Attendance	

3. Please list the number of meetings held in 2024 and average attendance at the meetings

	Number of meetings	Average attendance
Full divisional meetings		
Executive meetings held		
Scientific meetings		
Seminars		
Social or charitable functions		

4. Is there a divisional website?

	Yes	No
Divisional website		
If yes, is does the website include full information on meetings		

5. Please set out proposed meetings to be held during 2025 with proposed dates

	Number of meetings	Dates
Annual general meeting		
Full divisional meetings		
Executive meetings		
Scientific meetings		
Political meetings		
Social or Charitable functions* * Please note that expenditure under this heading should come from the division's voluntary account.		

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6. Please give a brief report on the following:

a) Activities in the past year

b) Successes or innovations

7. Please list the expenditure in 2024, (this includes all expenses submitted via concur) and the estimated expenditure for 2025 below

	Expenditure in 2024 £	Estimated expenditure in 2025 £
Room hire		
Light refreshments		
Meals		
Speakers fees		
Travel expenses for speakers		
Hotel rates for speakers		
Other items (please specify each item):		
TOTAL	£	£

8. Please list aims for next year:

9. Please list any non-financial assistance required for next year e.g. speakers on particular subjects:

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10. Division regalia

	Yes	No
Is the division's regalia registered at the BMA (see section 7 of the guidance notes)?		
Does the division have a local policy?		

11. Signatures

Honorary treasurer		Date:
Honorary secretary		Date: