

FEDERATION OF ESSEX WOMEN'S INSTITUTES

England & Wales · Charity number 1014445

Details

Other names THE ESSEX COUNTY FEDERATION OF WOMEN'S INSTITUTES

Status Registered

Legal form Charitable company

Company number [02747046](#)

Registered 1992-09-25

Register [View on the Charity Commission register](#)

Contact

Address WI Centre
Whitelands Business Centre
Terling Road
Hatfield Peverel
Chelmsford
CM3 2AG

Phone 01245382233

Email fedsec@essexwi.org.uk

Website <http://www.essexwi.org.uk>

Activities

Objects: TO FURTHER THE PURPOSES OF THE WOMEN'S INSTITUTE MOVEMENT IN ESSEX AND ELSEWHERE

Activities: To enable women to improve and develop conditions of rural life, advance their education in citizenship, in public questions both national and international, in music, drama and other cultural subjects, in all branches of agriculture, home economics, health and social welfare. It gives women the opportunity of working together and putting into those ideals for which it stands.

Classification

- **How:** Makes Grants To Individuals, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** IN PRACTICE LIMITED TO ESSEX
- Barking And Dagenham
- Essex
- Havering
- Southend-on-sea
- Thurrock

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£128,988	£149,943	-	-
2024-03-31	£180,288	£160,078	-	-
2023-03-31	£123,891	£140,821	-	-
2022-03-31	£132,047	£98,735	-	-
2021-03-31	£168,553	£234,904	-	-

Trustees

Name	Role	Appointed
Moyra Jean Jackson	Chair	2018-03-16
Cynthia Pine		2024-08-12
Gillian Hathaway		2020-11-19
JANICE CURTIS		2017-09-21
Karen Powell		2023-04-12
Lesley Crisp		2021-04-01
SUSAN MACEWEN		2012-09-24
Verity Brome		2023-04-12

FEDERATION OF ESSEX WOMEN'S INSTITUTES

England & Wales - Charity number 1014445

Accounts

REGISTERED COMPANY NUMBER: 02747046 (England and Wales)
REGISTERED CHARITY NUMBER: 1014445

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2025
for
Federation of Essex Women's Institutes

Xeinadin South East Limited
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

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for the Year Ended 31 March 2025

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Federation of Essex Women's Institutes

Report of the Trustees
for the Year Ended 31 March 2025

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 March 2025. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02747046 (England and Wales)

Registered Charity number

1014445

Registered office

WI Centre, Whitelands
Terling Road
Hatfield Peverel
Essex
CM3 2AG

Trustees

J Curtis
M Jackson
F J Cattermole
S Macewen
L Crisp
G Hathaway
G Bruce
V Brome
K Powell
J Hoyles (resigned 24.9.24)
C Pine (appointed 12.8.24)

Company Secretary

S Lawton

Independent Examiner

Xeinadin South East Limited
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

Report of the Trustees **for the Year Ended 31 March 2025**

Trustees

The trustees who held office during this period are named on page one. The Trust Deed of the charity governs the appointment of trustees. The Managing Trustees are authorised to appoint new trustees to fill casual vacancies arising among the elected members by co-option.

Investment policies and returns

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity. Under the constitution, the charity has the power to make any investment which the trustees see fit. The trustees consider the return on investments in the period to be good given the prevailing economic climate and will continue to review throughout the year.

Constitution, objects and policies

The charity is governed by the Constitution and rules as laid down for Federations from time to time by the National Federation and its objects are to further the purpose of the Women's Institute organisation in Essex and elsewhere.

The policy of the charity continues to be to offer a wide variety of activities to members and to give support to districts and to local institutes as necessary. In planning the activities for the period, the trustees kept in mind the Charity Commission's guidance on public benefit. The interests of all members are covered by the variety of classes and events organised. The charity is organised so that the trustees meet regularly to manage its affairs. Three staff are employed to assist with the administration of the charity as appropriate.

Development, activities and achievements

Membership of the Essex Federation of Women's Institutes has decreased slightly over the period under review. Numbers attending activities provided by the Federation at WI Centre and at other locations have increased although are still not at pre-2020 levels. The charity would not be able to provide the wide range of services that it does to its members without the continued support of a large number of sub-team members, along with the Board of Trustees and the WI Advisers, who give their services voluntarily.

Review of financial activities and affairs

Membership fees represent only a proportion of the annual income required and the need to increase revenue from other sources remains imperative. Through our Blue Plaque initiatives across Essex and sponsorships of women's team sports and activities, we are raising awareness of our charity and its activities to a wider audience. All income is entirely reliant upon members' continued support and forms a valuable contribution to the Federation.

Income from Sub-team activities and events decreased in the year to £10,764 (2024: £14,818).

Income from investments is made up of two elements, bank interest received on the Federation's bank balances and movement in the value of the investments. During the period under review, bank interest has increased to £8,323 (2024: £7,983).

There has been a decrease in the value of the investments of £13,006 (2024: gain of £33,001). Despite the decrease this year, the investments are held for their long term performance and the value has increased by £124,000, since the funds were first invested.

Future developments

The trustees intend to continue to develop the services and activities on offer and will actively engage with members to ensure these are well supported to ensure the continued financial strength of the federation. Using hybrid options, the trustees are already able to provide additional services and training, thus generating extra income. The trustees have agreed to offer training for officers in WIs: Presidents, Secretaries and Treasurers, at a token cost of £1 a session, therefore those sessions do not generate any additional income. It is felt that it is important that those taking on these roles are confident and we recognise this initiative as a valuable resource for our members.

Reserves policy

The trustees have adopted a Reserves policy that is monitored throughout the year and a full review takes place a minimum of two months prior to the financial year-end. The latest review took place in February 2025 and the trustees agreed £125,000 being held in reserve is sufficient to ensure the continuation of the Federation's activities for the coming year. The total amount of unrestricted funds currently held in reserves is just over £416,000.

Federation of Essex Women's Institutes

Report of the Trustees
for the Year Ended 31 March 2025

Public benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the charity has achieved this are provided in this Trustees Annual Report. The trustees confirm that they have paid due regard to the Charity Commission guidance of public benefit before deciding what activities the charity should undertake.

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems and procedures, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm they have established systems to mitigate the significant risks and have instigated a continual review of all procedures.

Connected charity

The Federation is a member of the National Federation of Women's Institutes of England, Wales, Jersey, Guernsey and the Isle of Man, a company limited by guarantee No 2517690, charity registration no. 803793, whose principal address is 104 New Kings Road, London SW6 4LY.

Other assets and liabilities

The trustees hold assets on behalf of newly formed Women's Institutes to assist with their formation and prior to them obtaining their own banking facilities. These funds are held as restricted funds. At the balance sheet date, there were funds of £3,735 (2024: £nil) held for this purpose.

When a Women's Institute is suspended, the balance of the funds remaining after the payment of all outstanding liabilities is handed over to the Board of Trustees of the Federation, to be held by them until the WI is reformed, or for three years, or until a new WI is established which in the opinion of the Federation Board of Trustees serves the area formerly served by the WI, whichever is the shorter period. If at the end of that time the WI has not been reformed, the funds (including interest) are to be retained by the Federation. Currently £6,738 (2024: £24,361) is held on behalf of suspended WIs.

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

.....
M Jackson - Trustee

**Independent Examiner's Report to the Trustees of
Federation of Essex Women's Institutes**

Independent examiner's report to the trustees of Federation of Essex Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mrs A S Kaley

Xeinadin South East Limited
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Date:

Federation of Essex Women's Institutes

Statement of Financial Activities
for the Year Ended 31 March 2025

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
INCOMING RESOURCES FROM					
Voluntary income		93,630	-	93,630	74,674
Incoming resources from charitable activities					
Charitable activities		37,516	760	38,276	61,020
Activities for generating funds	2	1,765	-	1,765	3,606
Investment income	3	<u>(4,683)</u>	<u>-</u>	<u>(4,683)</u>	<u>40,984</u>
Total		<u>128,228</u>	<u>760</u>	<u>128,988</u>	<u>180,284</u>
EXPENDITURE ON					
Fundraising trading costs		-	650	650	700
Charitable expenditure					
Charitable activities		113,675	-	113,675	127,727
Governance		<u>35,618</u>	<u>-</u>	<u>35,618</u>	<u>31,647</u>
Total		<u>149,293</u>	<u>650</u>	<u>149,943</u>	<u>160,074</u>
NET INCOME/(EXPENDITURE)		(21,065)	110	(20,955)	20,210
RECONCILIATION OF FUNDS					
Total funds brought forward		436,661	1,036	437,697	417,487
TOTAL FUNDS CARRIED FORWARD		<u>415,596</u>	<u>1,146</u>	<u>416,742</u>	<u>437,697</u>

The notes form part of these financial statements

Federation of Essex Women's Institutes

Balance Sheet
31 March 2025

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Investments	8	339,383	-	339,383	352,388
CURRENT ASSETS					
Stocks	9	7,045	-	7,045	5,523
Debtors	10	14,673	-	14,673	23,881
Cash at bank and in hand		<u>93,613</u>	<u>1,146</u>	<u>94,759</u>	<u>92,700</u>
		115,331	1,146	116,477	122,104
CREDITORS					
Amounts falling due within one year	11	(39,118)	-	(39,118)	(36,795)
NET CURRENT ASSETS		<u>76,213</u>	<u>1,146</u>	<u>77,359</u>	<u>85,309</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>415,596</u>	<u>1,146</u>	<u>416,742</u>	<u>437,697</u>
NET ASSETS		<u>415,596</u>	<u>1,146</u>	<u>416,742</u>	<u>437,697</u>
FUNDS	12				
Unrestricted funds				415,596	436,661
Restricted funds				<u>1,146</u>	<u>1,036</u>
TOTAL FUNDS				<u>416,742</u>	<u>437,697</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Federation of Essex Women's Institutes

Balance Sheet - continued

31 March 2025

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 and were signed on its behalf by:

.....
M Jackson - Trustee

Federation of Essex Women's Institutes

Notes to the Financial Statements
for the Year Ended 31 March 2025

1. 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 the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost. After initial recognition, tangible fixed assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

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

- Plant and machinery etc - 25% straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

2. ACTIVITIES FOR GENERATING FUNDS

	2025	2024
	£	£
Shop income	<u>1,765</u>	<u>3,606</u>

3. INVESTMENT INCOME

	2025	2024
	£	£
Deposit account interest	8,323	7,983
Gain / (loss) on investments (see note 8)	<u>(13,006)</u>	<u>33,001</u>
	<u>(4,683)</u>	<u>40,984</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

During the period, the following expenses have been reimbursed to Trustees in respect of travelling costs, home telephone and other expenses incurred on behalf of the Charity:

	2025	2024
Number of trustees who were paid expenses	<u>9</u>	<u>10</u>
Total amounts paid	<u>£5,134</u>	<u>£5,299</u>

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2025	2024
Charitable activities	2	2
Governance	<u>1</u>	<u>1</u>
	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOMING RESOURCES FROM			
Voluntary income	74,674	-	74,674
Incoming resources from charitable activities			
Charitable activities	60,112	908	61,020
Activities for generating funds	3,606	-	3,606
Investment income	<u>40,984</u>	<u>-</u>	<u>40,984</u>
Total	<u>179,376</u>	<u>908</u>	<u>180,284</u>
EXPENDITURE ON			
Fundraising trading costs	-	700	700
Charitable expenditure			
Charitable activities	127,727	-	127,727
Governance	<u>31,647</u>	<u>-</u>	<u>31,647</u>
Total	<u>159,374</u>	<u>700</u>	<u>160,074</u>
NET INCOME	20,002	208	20,210
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>416,659</u>	<u>828</u>	<u>417,487</u>
TOTAL FUNDS CARRIED FORWARD	<u>436,661</u>	<u>1,036</u>	<u>437,697</u>

7. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2024	40,407
Disposals	<u>(1,460)</u>
At 31 March 2025	<u>38,947</u>
DEPRECIATION	
At 1 April 2024	40,407
Eliminated on disposal	<u>(1,460)</u>
At 31 March 2025	<u>38,947</u>
NET BOOK VALUE	
At 31 March 2025	<u>-</u>
At 31 March 2024	<u>-</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

8. FIXED ASSET INVESTMENTS

	Unlisted investments £
MARKET VALUE	
At 1 April 2024	352,388
Revaluations	<u>(13,005)</u>
At 31 March 2025	<u>339,383</u>
NET BOOK VALUE	
At 31 March 2025	<u>339,383</u>
At 31 March 2024	<u>352,388</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2025 is represented by:

	Unlisted investments £
Valuation in 2015 and prior	22,803
Valuation in 2016	6,905
Valuation in 2017	6,291
Valuation in 2018	9,438
Valuation in 2019	17,215
Valuation in 2021	25,697
Valuation in 2022	28,238
Valuation in 2023	(12,337)
Valuation in 2024	33,001
Valuation in 2025	(13,006)
Original investment	<u>215,138</u>
	<u>339,383</u>

9. STOCKS

	2025	2024
	£	£
Stocks	<u>7,045</u>	<u>5,523</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade debtors	1,349	732
Other debtors	-	515
Prepayments and accrued income	<u>13,324</u>	<u>22,634</u>
	<u>14,673</u>	<u>23,881</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	8,719	581
Other creditors	8,198	24,406
Accruals and deferred income	<u>22,201</u>	<u>11,808</u>
	<u>39,118</u>	<u>36,795</u>

12. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
Unrestricted Funds	436,661	(21,065)	415,596
Restricted funds			
Restricted Funds	1,036	110	1,146
	<u>437,697</u>	<u>(20,955)</u>	<u>416,742</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted Funds	128,228	(149,293)	(21,065)
Restricted funds			
Restricted Funds	760	(650)	110
	<u>128,988</u>	<u>(149,943)</u>	<u>(20,955)</u>

Comparatives for movement in funds

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
Unrestricted Funds	416,659	20,002	436,661
Restricted funds			
Restricted Funds	828	208	1,036
	<u>417,487</u>	<u>20,210</u>	<u>437,697</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	179,376	(159,374)	20,002
Restricted funds			
Restricted Funds	908	(700)	208
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>180,284</u>	<u>(160,074)</u>	<u>20,210</u>

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

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
Unrestricted Funds	416,659	(1,063)	415,596
Restricted funds			
Restricted Funds	828	318	1,146
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>417,487</u>	<u>(745)</u>	<u>416,742</u>

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 £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	307,604	(308,667)	(1,063)
Restricted funds			
Restricted Funds	1,668	(1,350)	318
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>309,272</u>	<u>(310,017)</u>	<u>(745)</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

	2025 £	2024 £
INCOMING RESOURCES		
Voluntary income		
Membership fees	72,698	73,749
Sundry grants and donations	1,578	925
Lapsed funds	<u>19,354</u>	<u>-</u>
	93,630	74,674
Activities for generating funds		
Shop income	1,765	3,606
Investment income		
Deposit account interest	8,323	7,983
Gain / (loss) on investments (see note 8)	<u>(13,006)</u>	<u>33,001</u>
	(4,683)	40,984
Incoming resources from charitable activities		
Essex News	12,880	15,965
WI stationery sales	14	47
Sub-team activities	10,764	14,818
County and National meetings	8,452	21,738
Other income	3,149	3,465
Board of Trustees' activities	2,257	4,079
Fed Flutter	<u>760</u>	<u>908</u>
	<u>38,276</u>	<u>61,020</u>
Total incoming resources	128,988	180,284
EXPENDITURE		
Resources expended		
Fed Flutter	650	700
Charitable expenditure		
Wages	33,464	27,069
Rent, rates and utilities	17,564	17,746
Insurance	(54)	(833)
Telephone	4,135	3,984
Postage and stationery	2,559	2,680
Advertising	14,496	11,856
Essex News costs	16,692	16,194
Sub-team activity costs	7,400	10,062
Board of Trustees' activity costs	1,708	2,729
County and national meetings	13,719	33,173
World pay card charges	132	91
Repairs, maintenance and cleaning	1,918	2,718
Carried forward	113,733	127,469

This page does not form part of the statutory financial statements

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

	2025 £	2024 £
Charitable expenditure		
Brought forward	113,733	127,469
Travel and accommodation	<u>1,317</u>	<u>1,204</u>
	115,050	128,673
Support costs		
Governance costs		
Wages	11,155	9,023
Rent, rates and utilities	5,855	5,914
Insurance	(18)	(278)
Telephone	1,378	1,328
Postage and stationery	853	893
Sundries	944	629
Board of Trustees' expenses	5,143	5,299
Repairs, maintenance and cleaning	639	906
Archives	128	138
Legal and professional fees	5,047	4,175
Office equipment maintenance	<u>3,119</u>	<u>2,674</u>
	<u>34,243</u>	<u>30,701</u>
Total resources expended	<u>149,943</u>	<u>160,074</u>
Net (expenditure)/income	<u>(20,955)</u>	<u>20,210</u>

This page does not form part of the statutory financial statements

FEDERATION OF ESSEX WOMEN'S INSTITUTES

England & Wales - Charity number 1014445

Accounts

REGISTERED COMPANY NUMBER: 02747046 (England and Wales)
REGISTERED CHARITY NUMBER: 1014445

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2024
for
Federation of Essex Women's Institutes

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

Contents of the Financial Statements
for the Year Ended 31 March 2024

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Federation of Essex Women's Institutes

Report of the Trustees **for the Year Ended 31 March 2024**

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 March 2024. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02747046 (England and Wales)

Registered Charity number

1014445

Registered office

WI Centre, Whitelands
Terling Road
Hatfield Peverel
Essex
CM3 2AG

Trustees

J Curtis
M Jackson
F J Cattermole
L Evans (resigned 17.1.24)
S Macewen
L Crisp
G Hathaway
G Bruce
S Seymour (resigned 9.10.23)
V Brome (appointed 12.4.23)
K Powell (appointed 12.4.23)
J Hoyles (appointed 23.10.23) (Sabbatical)

Company Secretary

S Lawton

Independent Examiner

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

Report of the Trustees **for the Year Ended 31 March 2024**

Trustees

The trustees who held office during this period are named on page one. The Trust Deed of the charity governs the appointment of trustees. The Managing Trustees are authorised to appoint new trustees to fill casual vacancies arising among the elected members by co-option.

Investment policies and returns

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity. Under the constitution, the charity has the power to make any investment which the trustees see fit. The trustees consider the return on investments in the period to be good given the prevailing economic climate and will continue to review throughout the year.

Constitution, objects and policies

The charity is governed by the Constitution and rules as laid down for Federations from time to time by the National Federation and its objects are to further the purpose of the Women's Institute organisation in Essex and elsewhere.

The policy of the charity continues to be to offer a wide variety of activities to members and to give support to districts and to local institutes as necessary. In planning the activities for the period, the trustees kept in mind the Charity Commission's guidance on public benefit. The interests of all members are covered by the variety of classes and events organised. The charity is organised so that the trustees meet regularly to manage its affairs. Three staff are employed to assist with the administration of the charity as appropriate.

Development, activities and achievements

Membership of the Essex Federation of Women's Institutes has fallen slightly over the period under review. Numbers attending activities provided by the Federation at WI Centre and at other locations have increased although are still not at pre-2020 levels. The charity would not be able to provide the wide range of services that it does to its members without the continued support of a large number of sub-team members and the editorial and media helpers teams who, along with the Board of Trustees and the WI Adviser, give their services voluntarily.

Review of financial activities and affairs

Membership fees represent only a proportion of the annual income required and the need to increase revenue from other sources remains imperative. Through our sponsorship and Blue plaque initiatives across Essex for women's team sports and activities, we are raising awareness of our charity and its activities to a wider audience. All income is entirely reliant upon members' continued support and forms a valuable contribution to the Federation.

Income from Sub-team activities and events has increased in the year to £14,818 (2023: £12,542).

Income from investments is made up of two elements, bank interest received on the Federation's bank balances and movement in the value of the investments. During the period under review, bank interest has increased slightly to £7,983 (2023: £7,311) and there has been a gain on the investments of £33,001 (2023: loss of £12,337).

Future developments

The trustees intend to continue to develop the services on offer to members and to ensure the continued financial strength of the federation. By using hybrid options, the trustees are now able to provide additional services and training, generating additional income.

Reserves policy

The trustees have adopted a Reserves policy that is monitored throughout the year and a full review takes place a minimum of two months prior to the financial year-end. The amount of unrestricted funds currently held in reserves is just over £435,000.

Public benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the charity has achieved this are provided in this Trustees Annual Report. The trustees confirm that they have paid due regard to the Charity Commission guidance of public benefit before deciding what activities the charity should undertake.

Federation of Essex Women's Institutes

Report of the Trustees
for the Year Ended 31 March 2024

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems and procedures, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm they have established systems to mitigate the significant risks and have instigated a continual review of all procedures.

Connected charity

The Federation is a member of the National Federation of Women's Institutes of England, Wales, Jersey, Guernsey and the Isle of Man, a company limited by guarantee No 2517690, charity registration no. 803793, whose principal address is 104 New Kings Road, London SW6 4LY.

Other assets and liabilities

The trustees hold assets on behalf of newly formed Women's Institutes to assist with their formation and prior to them obtaining their own banking facilities. These funds are held as restricted funds, but in the current year there are no funds held for this purpose.

When a Women's Institute is suspended, the balance of the funds remaining after the payment of all outstanding liabilities is handed over to the Board of Trustees of the Federation, to be held by them until the WI is reformed, or for three years, or until a new WI is established which in the opinion of the Federation Board of Trustees serves the area formerly served by the WI, whichever is the shorter period. If at the end of that time the WI has not been reformed, the funds (including interest) are to be retained by the Federation. Currently £24,361 (2003: £22,602) is held on behalf of suspended WIs.

Approved by order of the board of trustees on 8 May 2024 and signed on its behalf by:



.....
M Jackson - Trustee

**Independent Examiner's Report to the Trustees of
Federation of Essex Women's Institutes**

Independent examiner's report to the trustees of Federation of Essex Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mrs A S Kaley

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Date: 8 May 2024

Federation of Essex Women's Institutes

Statement of Financial Activities
for the Year Ended 31 March 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOMING RESOURCES FROM					
Voluntary income		74,675	-	74,675	73,024
Incoming resources from charitable activities					
Charitable activities		60,112	908	61,020	51,407
Activities for generating funds	2	3,609	-	3,609	4,487
Investment income	3	<u>40,984</u>	<u>-</u>	<u>40,984</u>	<u>(5,026)</u>
Total		<u>179,380</u>	<u>908</u>	<u>180,288</u>	<u>123,892</u>
 EXPENDITURE ON					
Fundraising trading costs		-	700	700	973
Charitable expenditure					
Charitable activities		127,728	-	127,728	83,200
Governance		<u>31,650</u>	<u>-</u>	<u>31,650</u>	<u>56,648</u>
Total		<u>159,378</u>	<u>700</u>	<u>160,078</u>	<u>140,821</u>
 NET INCOME/(EXPENDITURE)		 20,002	 208	 20,210	 (16,929)
 RECONCILIATION OF FUNDS					
Total funds brought forward		<u>416,659</u>	<u>828</u>	<u>417,487</u>	<u>434,416</u>
 TOTAL FUNDS CARRIED FORWARD		 <u><u>436,661</u></u>	 <u><u>1,036</u></u>	 <u><u>437,697</u></u>	 <u><u>417,487</u></u>

The notes form part of these financial statements

Federation of Essex Women's Institutes

Balance Sheet
31 March 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Investments	8	352,388	-	352,388	319,387
CURRENT ASSETS					
Stocks	9	5,523	-	5,523	5,526
Debtors	10	23,881	-	23,881	23,397
Cash at bank and in hand		<u>91,664</u>	<u>1,036</u>	<u>92,700</u>	<u>111,496</u>
		121,068	1,036	122,104	140,419
CREDITORS					
Amounts falling due within one year	11	(36,795)	-	(36,795)	(42,319)
NET CURRENT ASSETS					
		<u>84,273</u>	<u>1,036</u>	<u>85,309</u>	<u>98,100</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>436,661</u>	<u>1,036</u>	<u>437,697</u>	<u>417,487</u>
NET ASSETS					
		<u><u>436,661</u></u>	<u><u>1,036</u></u>	<u><u>437,697</u></u>	<u><u>417,487</u></u>
FUNDS					
Unrestricted funds	12			436,661	416,659
Restricted funds				<u>1,036</u>	<u>828</u>
TOTAL FUNDS					
				<u><u>437,697</u></u>	<u><u>417,487</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Federation of Essex Women's Institutes

Balance Sheet - continued

31 March 2024

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 8 May 2024 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Mayra Jackson'.

.....
M Jackson - Trustee

Federation of Essex Women's Institutes

Notes to the Financial Statements **for the Year Ended 31 March 2024**

1. 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 the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost. After initial recognition, tangible fixed assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

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

- Plant and machinery etc - 25% straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

2. ACTIVITIES FOR GENERATING FUNDS

	2024	2023
	£	£
Shop income	<u>3,609</u>	<u>4,487</u>

3. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	7,983	7,311
Gain / (loss) on investments (see note 8)	<u>33,001</u>	<u>(12,337)</u>
	<u>40,984</u>	<u>(5,026)</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

During the period, the following expenses have been reimbursed to Trustees in respect of travelling costs, home telephone and other expenses incurred on behalf of the Charity:

	2024	2023
Number of trustees who were paid expenses	<u>10</u>	<u>8</u>
Total amounts paid	<u>£5,299</u>	<u>£4,003</u>

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Charitable activities	2	1
Governance	<u>1</u>	<u>1</u>
	<u>3</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOMING RESOURCES FROM			
Voluntary income	73,024	-	73,024
Incoming resources from charitable activities			
Charitable activities	50,519	888	51,407
Activities for generating funds	4,487	-	4,487
Investment income	<u>(5,026)</u>	<u>-</u>	<u>(5,026)</u>
Total	<u>123,004</u>	<u>888</u>	<u>123,892</u>
 EXPENDITURE ON			
Fundraising trading costs	-	973	973
Charitable expenditure			
Charitable activities	83,200	-	83,200
Governance	<u>56,648</u>	<u>-</u>	<u>56,648</u>
Total	<u>139,848</u>	<u>973</u>	<u>140,821</u>
 NET INCOME/(EXPENDITURE)			
Transfers between funds	<u>(16,844)</u> 813	<u>(85)</u> (813)	<u>(16,929)</u> -
Net movement in funds	(16,031)	(898)	(16,929)
 RECONCILIATION OF FUNDS			
Total funds brought forward	<u>432,690</u>	<u>1,726</u>	<u>434,416</u>
 TOTAL FUNDS CARRIED FORWARD	<u><u>416,659</u></u>	<u><u>828</u></u>	<u><u>417,487</u></u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

7. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2023	40,846
Disposals	<u>(439)</u>
At 31 March 2024	<u>40,407</u>
DEPRECIATION	
At 1 April 2023	40,846
Eliminated on disposal	<u>(439)</u>
At 31 March 2024	<u>40,407</u>
NET BOOK VALUE	
At 31 March 2024	<u><u>-</u></u>
At 31 March 2023	<u><u>-</u></u>

8. FIXED ASSET INVESTMENTS

	Unlisted investments £
MARKET VALUE	
At 1 April 2023	319,387
Revaluations	<u>33,001</u>
At 31 March 2024	<u>352,388</u>
NET BOOK VALUE	
At 31 March 2024	<u><u>352,388</u></u>
At 31 March 2023	<u><u>319,387</u></u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2024 is represented by:

	Unlisted investments £
Valuation in 2014 and prior	20,815
Valuation in 2015	1,987
Valuation in 2016	6,905
Valuation in 2017	6,291
Valuation in 2018	9,438
Valuation in 2019	17,215
Valuation in 2021	25,697
Valuation in 2022	28,238
Valuation in 2023	(12,337)
Valuation in 2024	33,001
Original Investment	<u>215,138</u>
	<u><u>352,388</u></u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

9.	STOCKS		
		2024	2023
		£	£
	Stocks	<u>5,523</u>	<u>5,526</u>

10.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2024	2023
		£	£
	Trade debtors	732	3,850
	Other debtors	515	-
	Prepayments and accrued income	<u>22,634</u>	<u>19,547</u>
		<u>23,881</u>	<u>23,397</u>

11.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		2024	2023
		£	£
	Trade creditors	581	8,319
	Other creditors	24,406	23,624
	Accruals and deferred income	<u>11,808</u>	<u>10,376</u>
		<u>36,795</u>	<u>42,319</u>

12.	MOVEMENT IN FUNDS		
		Net movement in funds	At
	At 1.4.23		31.3.24
	£	£	£
	Unrestricted funds		
	Unrestricted Funds	416,659	20,002
	Restricted funds		
	Restricted Funds	828	208
		-----	-----
	TOTAL FUNDS	<u>417,487</u>	<u>20,210</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
	Unrestricted funds		
	Unrestricted Funds	179,380	(159,378)
	Restricted funds		
	Restricted Funds	908	(700)
		-----	-----
	TOTAL FUNDS	<u>180,288</u>	<u>(160,078)</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
Unrestricted Funds	432,690	(16,844)	813	416,659
Restricted funds				
Restricted Funds	1,726	(85)	(813)	828
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>434,416</u>	<u>(16,929)</u>	<u>-</u>	<u>417,487</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	123,004	(139,848)	(16,844)
Restricted funds			
Restricted Funds	888	(973)	(85)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>123,892</u>	<u>(140,821)</u>	<u>(16,929)</u>

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

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
Unrestricted Funds	432,690	3,158	813	436,661
Restricted funds				
Restricted Funds	1,726	123	(813)	1,036
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>434,416</u>	<u>3,281</u>	<u>-</u>	<u>437,697</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

12. 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 £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	302,384	(299,226)	3,158
Restricted funds			
Restricted Funds	1,796	(1,673)	123
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>304,180</u>	<u>(300,899)</u>	<u>3,281</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2024

	2024	2023
	£	£
INCOMING RESOURCES		
Voluntary income		
Membership fees	73,750	68,910
Sundry grants and donations	925	570
Lapsed funds	<u>-</u>	<u>3,544</u>
	74,675	73,024
Activities for generating funds		
Shop income	3,609	4,487
Investment income		
Deposit account interest	7,983	7,311
Gain / (loss) on investments (see note 8)	<u>33,001</u>	<u>(12,337)</u>
	40,984	(5,026)
Incoming resources from charitable activities		
Essex News	15,965	16,787
WI stationery sales	47	94
Sub-team activities	14,818	12,542
County and National meetings	21,738	17,094
Other income	3,465	2,276
Board of Trustees' activities	4,079	1,726
Fed Flutter	<u>908</u>	<u>888</u>
	<u>61,020</u>	<u>51,407</u>
Total incoming resources	180,288	123,892
EXPENDITURE		
Resources expended		
Fed Flutter	700	973
Charitable expenditure		
Wages	27,069	30,309
Rent and rates	17,164	17,316
Insurance	(833)	1,117
Light and heat	581	693
Telephone	3,984	3,904
Postage and stationery	2,680	2,438
Advertising	11,856	2,192
Essex News costs	16,194	15,095
Sub-team activity costs	10,062	13,533
Board of Trustees' activity costs	2,729	720
County and national meetings	33,173	19,012
World pay card charges	91	201
Carried forward	124,750	106,530

This page does not form part of the statutory financial statements

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2024

	2024	2023
	£	£
Charitable expenditure		
Brought forward	124,750	106,530
Cleaning	1,274	1,239
Repairs and maintenance	1,444	945
Travel and accomodation	<u>1,204</u>	<u>222</u>
	128,672	108,936
Support costs		
Governance costs		
Wages	9,023	10,103
Rent and rates	5,721	5,772
Insurance	(278)	372
Light and heat	194	231
Telephone	1,328	1,302
Postage and stationery	893	811
Sundries	407	35
Board of Trustees' expenses	5,299	3,695
Cleaning	425	413
Repairs and maintenance	482	315
Archives	138	352
Legal and professional fees	4,175	3,810
Office equipment maintenance	2,674	2,270
Subscriptions	222	197
Stock	3	500
Bank charges	<u>-</u>	<u>734</u>
	<u>30,706</u>	<u>30,912</u>
Total resources expended	<u>160,078</u>	<u>140,821</u>
Net income/(expenditure)	<u><u>20,210</u></u>	<u><u>(16,929)</u></u>

This page does not form part of the statutory financial statements

FEDERATION OF ESSEX WOMEN'S INSTITUTES

England & Wales - Charity number 1014445

Accounts

REGISTERED COMPANY NUMBER: 02747046 (England and Wales)
REGISTERED CHARITY NUMBER: 1014445

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2023
for
Federation of Essex Women's Institutes

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
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CM1 3WT

Federation of Essex Women's Institutes

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for the Year Ended 31 March 2023

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Federation of Essex Women's Institutes

Report of the Trustees
for the Year Ended 31 March 2023

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 March 2023. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02747046 (England and Wales)

Registered Charity number

1014445

Registered office

WI Centre, Whitelands
Terling Road
Hatfield Peverel
Essex
CM3 2AG

Trustees

J Curtis
M Jackson
F J Cattermole
L Evans
S Macewen
K Lodge (resigned 30.6.22)
L Crisp
G Hathaway
G Bruce
S Seymour (appointed 8.3.23)
V Brome (appointed 12.4.23)
K Powell (appointed 12.4.23)

Company Secretary

S Lawton

Independent Examiner

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

Report of the Trustees for the Year Ended 31 March 2023

Trustees

The trustees who held office during this period are named on page one. The Trust Deed of the charity governs the appointment of trustees. The Managing Trustees are authorised to appoint new trustees to fill casual vacancies arising among the elected members by co-option.

Investment policies and returns

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity. Under the constitution, the charity has the power to make any investment which the trustees see fit. The trustees consider the return on investments in the period to be good given the prevailing economic climate and will continue to review throughout the year.

Constitution, objects and policies

The charity is governed by the Constitution and rules as laid down for Federations from time to time by the National Federation and its objects are to further the purpose of the Women's Institute organisation in Essex and elsewhere.

The policy of the charity continues to be to offer a wide variety of activities to members and to give support to districts and to local institutes as necessary. In planning the activities for the period, the trustees kept in mind the Charity Commission's guidance on public benefit. The interests of all members are covered by the variety of classes and events organised. The charity is organised so that the trustees meet regularly to manage its affairs. Two staff are employed to assist with the administration of the charity as appropriate.

Development, activities and achievements

Membership of the Essex Federation of Women's Institutes has fallen slightly over the period under review. Numbers attending activities provided by the Federation at WI Centre and at other locations have increased although are still not at pre-2020 levels. The charity would not be able to provide the wide range of services that it does to its members without the continued support of a large number of sub-committee/team members and the editorial and media helpers teams who, along with the Executive members and the WI Adviser, give their services voluntarily.

Review of financial activities and affairs

Membership fees represent only a proportion of the annual income required and the need to increase revenue from other sources remains imperative. Through our sponsorship and Blue plaque initiatives across Essex for women's team sports and activities, we are raising awareness of our charity and its activities to a wider audience. All income is entirely reliant upon members' continued support and forms a valuable contribution to the Federation.

Income from Sub-Committee / team activities and events has increased in the year to £12,612 (2022: £5,768).

Income from investments is made up of two elements, bank interest received on the Federation's bank balances and movement in the value of the investments. During the period under review, bank interest has fallen slightly to £7,311 (2022: £7,678) and there has been a loss on the investments of £12,337 (2022: gain of £28,236). The loss on the investment is in line with expectations due to movements in the stock market and it is hoped that the value will recover in the future.

Future developments

The trustees intend to continue to develop the services on offer to members and to ensure the continued financial strength of the federation. By using technical advancements the trustees will be able to provide additional services and training, generating additional income.

Reserves policy

The trustees have adopted a Reserves policy that is monitored throughout the year and a full review takes place a minimum of two months prior to the financial year-end. The amount of unrestricted funds currently held in reserves is just over £400,000.

Public benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the charity has achieved this are provided in this Trustees Annual Report. The trustees confirm that they have paid due regard to the Charity Commission guidance of public benefit before deciding what activities the charity should undertake.

Federation of Essex Women's Institutes

Report of the Trustees
for the Year Ended 31 March 2023

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems and procedures, will provide sufficient resources in the event of adverse conditions as has been shown since March 2020. The trustees have also examined other operational and business risks faced by the charity and confirm they have established systems to mitigate the significant risks and have instigated a continual review of all procedures.

Connected charity

The Federation is a member of the National Federation of Women's Institutes of England, Wales, Jersey, Guernsey and the Isle of Man, a company limited by guarantee No 2517690, charity registration no. 803793, whose principal address is 104 New Kings Road, London SW6 4LY.

Other assets

The trustees hold assets on behalf of newly formed Women's Institutes to assist with their formation and prior to them obtaining their own banking facilities. These funds are held as restricted funds.

Approved by order of the board of trustees on**20th June 2023**..... and signed on its behalf by:



.....
J Curtis - Trustee

**Independent Examiner's Report to the Trustees of
Federation of Essex Women's Institutes**

Independent examiner's report to the trustees of Federation of Essex Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

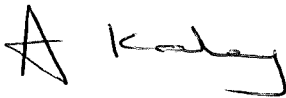
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mrs A S Kaley

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Date: ~~30 June 2023~~ 30 June 2023

Federation of Essex Women's Institutes

Statement of Financial Activities
for the Year Ended 31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOMING RESOURCES FROM					
Voluntary income		72,953	-	72,953	73,778
Incoming resources from charitable activities					
Charitable activities		50,589	888	51,477	21,517
Activities for generating funds	2	4,487	-	4,487	1,709
Investment income	3	(5,026)	-	(5,026)	35,914
Total		<u>123,003</u>	<u>888</u>	<u>123,891</u>	<u>132,918</u>
EXPENDITURE ON					
Fundraising trading costs		-	973	973	820
Charitable expenditure					
Charitable activities		83,200	-	83,200	64,108
Governance		56,648	-	56,648	34,678
Total		<u>139,848</u>	<u>973</u>	<u>140,821</u>	<u>99,606</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	13	(16,845)	(85)	(16,930)	33,312
		<u>(365)</u>	<u>365</u>	<u>-</u>	<u>-</u>
Net movement in funds		(17,210)	280	(16,930)	33,312
RECONCILIATION OF FUNDS					
Total funds brought forward		432,690	1,726	434,416	401,104
TOTAL FUNDS CARRIED FORWARD		<u><u>415,480</u></u>	<u><u>2,006</u></u>	<u><u>417,486</u></u>	<u><u>434,416</u></u>

The notes form part of these financial statements

Federation of Essex Women's Institutes

Balance Sheet
31 March 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Investments	9	319,387	-	319,387	331,724
CURRENT ASSETS					
Stocks	10	5,526	-	5,526	6,026
Debtors	11	23,397	-	23,397	28,443
Cash at bank and in hand		109,490	2,006	111,496	121,156
		<u>138,413</u>	<u>2,006</u>	<u>140,419</u>	<u>155,625</u>
CREDITORS					
Amounts falling due within one year	12	(42,320)	-	(42,320)	(52,933)
NET CURRENT ASSETS		<u>96,093</u>	<u>2,006</u>	<u>98,099</u>	<u>102,692</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>415,480</u>	<u>2,006</u>	<u>417,486</u>	<u>434,416</u>
NET ASSETS		<u><u>415,480</u></u>	<u><u>2,006</u></u>	<u><u>417,486</u></u>	<u><u>434,416</u></u>
FUNDS					
	13			415,480	432,690
Unrestricted funds				2,006	1,726
Restricted funds				<u>417,486</u>	<u>434,416</u>
TOTAL FUNDS				<u><u>417,486</u></u>	<u><u>434,416</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Federation of Essex Women's Institutes

Balance Sheet - continued

31 March 2023

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 and were signed on its behalf by:

A handwritten signature in blue ink, appearing to be 'J Curtis', is enclosed within a thin black rectangular box. The signature is written in a cursive style.

.....
J Curtis - Trustee

1. 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 the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost. After initial recognition, tangible fixed assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

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

- Plant and machinery etc - 25% straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

2. ACTIVITIES FOR GENERATING FUNDS

	2023	2022
	£	£
Shop income	4,487	1,709
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	7,311	7,678
Gain / (loss) on investments	(12,337)	28,236
	<u> </u>	<u> </u>
	<u>(5,026)</u>	<u>35,914</u>

4. NET INCOME/(EXPENDITURE)

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

	2023	2022
	£	£
Depreciation - owned assets	-	525
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

During the period, the following expenses have been reimbursed to Trustees in respect of travelling costs, home telephone and other expenses incurred on behalf of the Charity:

	2023	2022
Number of trustees who were paid expenses	8	2
	<u> </u>	<u> </u>
Total amounts paid	£4,003	£1,458
	<u> </u>	<u> </u>

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Charitable activities	1	1
Governance	1	1
	<u> </u>	<u> </u>
	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOMING RESOURCES FROM			
Voluntary income	73,778	-	73,778
Incoming resources from charitable activities			
Charitable activities	20,646	871	21,517
Activities for generating funds	1,709	-	1,709
Investment income	35,914	-	35,914
	<hr/>	<hr/>	<hr/>
Total	132,047	871	132,918
	<hr/>	<hr/>	<hr/>
EXPENDITURE ON			
Fundraising trading costs	-	820	820
Charitable expenditure			
Charitable activities	64,108	-	64,108
Governance	34,675	3	34,678
	<hr/>	<hr/>	<hr/>
Total	98,783	823	99,606
	<hr/>	<hr/>	<hr/>
NET INCOME	33,264	48	33,312
RECONCILIATION OF FUNDS			
Total funds brought forward	399,426	1,678	401,104
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>432,690</u>	<u>1,726</u>	<u>434,416</u>

8. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2022	49,170
Disposals	(8,324)
	<hr/>
At 31 March 2023	40,846
	<hr/>
DEPRECIATION	
At 1 April 2022	49,170
Eliminated on disposal	(8,324)
	<hr/>
At 31 March 2023	40,846
	<hr/>
NET BOOK VALUE	
At 31 March 2023	-
	<hr/> <hr/>
At 31 March 2022	-
	<hr/> <hr/>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

9. FIXED ASSET INVESTMENTS

	Unlisted investments £
MARKET VALUE	
At 1 April 2022	331,724
Revaluations	(12,337)
	319,387
At 31 March 2023	319,387
NET BOOK VALUE	
At 31 March 2023	319,387
	319,387
At 31 March 2022	331,724
	331,724

There were no investment assets outside the UK.

Cost or valuation at 31 March 2023 is represented by:

	Unlisted investments £
Valuation in 2013	17,174
Valuation in 2014	3,641
Valuation in 2015	1,987
Valuation in 2016	6,905
Valuation in 2017	6,291
Valuation in 2018	9,438
Valuation in 2019	17,215
Valuation in 2021	25,697
Valuation in 2022	28,238
Valuation in 2023	(12,337)
Cost	215,138
	319,387

10. STOCKS

	2023 £	2022 £
Stocks	5,526	6,026
	5,526	6,026

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	3,850	9,326
Prepayments and accrued income	19,547	19,117
	23,397	28,443

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade creditors	8,320	13,484
Other creditors	23,624	17,588
Accruals and deferred income	10,376	21,861
	<u>42,320</u>	<u>52,933</u>

13. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
Unrestricted funds				
Unrestricted Funds	432,690	(16,845)	(365)	415,480
Restricted funds				
Restricted Funds	1,726	(85)	365	2,006
	<u>434,416</u>	<u>(16,930)</u>	<u>-</u>	<u>417,486</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
Unrestricted Funds	123,003	(139,848)	(16,845)
Restricted funds			
Restricted Funds	888	(973)	(85)
	<u>123,891</u>	<u>(140,821)</u>	<u>(16,930)</u>

Comparatives for movement in funds

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
Unrestricted Funds	399,426	33,264	432,690
Restricted funds			
Restricted Funds	1,678	48	1,726
	<u>401,104</u>	<u>33,312</u>	<u>434,416</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

13. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	132,047	(98,783)	33,264
Restricted funds			
Restricted Funds	871	(823)	48
TOTAL FUNDS	<u>132,918</u>	<u>(99,606)</u>	<u>33,312</u>

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

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
Unrestricted Funds	399,426	16,419	(365)	415,480
Restricted funds				
Restricted Funds	1,678	(37)	365	2,006
TOTAL FUNDS	<u>401,104</u>	<u>16,382</u>	<u>-</u>	<u>417,486</u>

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 £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	255,050	(238,631)	16,419
Restricted funds			
Restricted Funds	1,759	(1,796)	(37)
TOTAL FUNDS	<u>256,809</u>	<u>(240,427)</u>	<u>16,382</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2023

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	2023 £	2022 £
INCOMING RESOURCES		
Voluntary income		
Membership fees	68,909	73,585
Sundry grants and donations	500	-
Lapsed funds	3,544	193
	72,953	73,778
Activities for generating funds		
Shop income	4,487	1,709
Investment income		
Deposit account interest	7,311	7,678
Gain / (loss) on investments	(12,337)	28,236
	(5,026)	35,914
Incoming resources from charitable activities		
Essex News	16,787	12,400
WI stationery sales	94	432
Sub-committee activities	12,612	5,768
County and National meetings	17,094	-
Other income	2,276	1,657
Executive committee activities	1,726	389
Fed Flutter	888	871
	51,477	21,517
Total incoming resources	123,891	132,918
EXPENDITURE		
Resources expended		
Fed Flutter	973	820
Charitable expenditure		
Wages	30,309	27,183
Rent and rates	17,316	17,539
Insurance	1,117	527
Light and heat	693	773
Telephone	3,904	2,579
Postage and stationery	2,438	2,418
Advertising	2,192	-
Essex News costs	15,095	10,506
Sub-committee activity costs	14,253	4,968
County and national meetings	19,012	550
World pay card charges	201	152
Cleaning	1,239	948
Carried forward	107,769	68,143

This page does not form part of the statutory financial statements

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2023

	2023 £	2022 £
Charitable expenditure		
Brought forward	107,769	68,143
Repairs and maintenance	945	869
Travel and accomodation	222	-
	<hr/>	<hr/>
	108,936	69,012
Support costs		
Governance costs		
Wages	10,103	9,061
Rent and rates	5,772	5,846
Insurance	372	176
Light and heat	231	258
Telephone	1,302	859
Postage and stationery	811	806
Sundries	35	829
Executive committee expenses	3,695	707
Cleaning	413	316
Repairs and maintenance	315	290
Archives	352	139
Legal and professional fees	3,810	4,110
Office equipment maintenance	2,270	2,222
Subscriptions	197	298
Stock	500	3,250
Bank charges	734	81
Computer equipment	-	526
	<hr/>	<hr/>
	30,912	29,774
Total resources expended	<hr/>	<hr/>
	140,821	99,606
Net (expenditure)/income	<hr/>	<hr/>
	(16,930)	33,312
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

FEDERATION OF ESSEX WOMEN'S INSTITUTES

England & Wales - Charity number 1014445

Accounts

REGISTERED COMPANY NUMBER: 02747046 (England and Wales)
REGISTERED CHARITY NUMBER: 1014445

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2022
for
Federation of Essex Women's Institutes

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

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for the Year Ended 31 March 2022**

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Federation of Essex Women's Institutes

Report of the Trustees **for the Year Ended 31 March 2022**

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 March 2022. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

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Registered Charity number

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Registered office

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Terling Road
Hatfield Peverel
Essex
CM3 2AG

Trustees

Ms J Curtis
Ms M Jackson
Mrs L Peters (resigned 9.5.21)
Ms F J Cattermole
Mrs J Nash (resigned 9.5.21)
Ms S Smith (resigned 25.6.21)
Ms L Evans
Ms S Macewen
Mrs K Lodge
Ms L Crisp (appointed 1.4.21)
Ms G Hathaway
Mrs S A Gunson (appointed 9.5.21) (resigned 1.11.21)
Ms G Bruce (appointed 17.3.22)

Company Secretary

Ms S Lawton

Independent Examiner

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

Report of the Trustees for the Year Ended 31 March 2022

Trustees

The trustees who held office during this period are named on page one. The Trust Deed of the charity governs the appointment of trustees. The Managing Trustees are authorised to appoint new trustees to fill casual vacancies arising among the elected members by co-option.

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Constitution, objects and policies

The charity is governed by the Constitution and rules as laid down for Federations from time to time by the National Federation and its objects are to further the purpose of the Women's Institute organisation in Essex and elsewhere.

The policy of the charity continues to be to offer a wide variety of activities to members and to give support to districts and to local institutes as necessary. In planning the activities for the period, the trustees kept in mind the Charity Commission's guidance on public benefit. The interests of all members are covered by the variety of classes and events organised. The charity is organised so that the trustees meet regularly to manage its affairs. Two staff are employed to assist with the administration of the charity as appropriate.

Development, activities and achievements

Membership of the Essex Federation of Women's Institute has fallen over the period under review due mainly to the exceptional circumstances faced since March 2020 with a global pandemic and Institutes being unable to meet. The Federation's Offices were closed initially to both staff and public, but were re-opened in March 2021. The charity would not be able to provide a wide range of services to its members without the continued support of a large number of sub-committee members and the editorial and the media helpers who, along with the Executive members and the WI Advisers, give their services voluntarily.

Review of financial activities and affairs

Membership fees represent only a proportion of the annual income required and the need to increase revenue from other sources remains imperative. The last year has given the Federation considerable challenges with a reduction in membership numbers and a reduced ability to raise revenue from events. All income is entirely reliant upon members' continued support and forms a valuable contribution to the Federation.

Income from Sub-Committee activities and events has reduced from £14,338 in 2020 (for an eighteen month period) to £4,968 in the current period. Income from investments has also fallen, due to reduced interest rates.

The Federation now has two staff members, who deal with all aspects of the office, administrative and bookkeeping tasks. The cost savings show in our current financial year.

Future developments

The trustees intend to continue to develop the services on offer to members and to ensure the continued financial strength of the federation. By using technical advancements the trustees will be able to provide additional services and training, generating additional income.

Reserves policy

The trustees have adopted a Reserves policy that is monitored throughout the year and a full review takes place a minimum of two months prior to the financial year-end. The amount of unrestricted funds currently held in reserves is £125,000.

Public benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the charity has achieved this are provided in this Trustees Annual Report. The trustees confirm that they have paid due regard to the Charity Commission guidance of public benefit before deciding what activities the charity should undertake.

Risk management

Federation of Essex Women's Institutes

Report of the Trustees
for the Year Ended 31 March 2022

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems and procedures, will provide sufficient resources in the event of adverse conditions as has been shown since March 2020. The trustees have also examined other operational and business risks faced by the charity and confirm they have established systems to mitigate the significant risks and have instigated an continual review of all procedures.


Connected charity

The Federation is a member of the National Federation of Women's Institutes of England, Wales, Jersey, Guernsey and the Isle of Man, a company limited by guarantee No 2517690, charity registration no. 803793, whose principal address is 104 New Kings Road, London SW6 4LY.

Other assets

The trustees hold assets on behalf of newly formed Women's Institutes to assist with their formation and prior to them obtaining their own banking facilities. These funds are held as restricted funds.

Approved by order of the board of trustees on 14.12.2022 and signed on its behalf by:



.....
Ms J Curtis - Trustee

**Independent Examiner's Report to the Trustees of
Federation of Essex Women's Institutes**

Independent examiner's report to the trustees of Federation of Essex Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

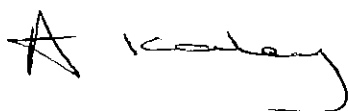
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mrs A S Kaley
FCCA
Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Date: 14 December 2022

Federation of Essex Women's Institutes

**Statement of Financial Activities
for the Year Ended 31 March 2022**

				Year Ended 31.3.22	Period 1.10.19 to 31.3.21
	Notes	Unrestricted fund £	Restricted fund £	Total funds £	Total funds £
INCOMING RESOURCES FROM					
Voluntary income		73,778	-	73,778	83,401
Incoming resources from charitable activities					
Charitable activities		20,646	871	21,517	48,889
Activities for generating funds	2	1,709	-	1,709	2,079
Investment income	3	35,914	-	35,914	35,013
Total		<u>132,047</u>	<u>871</u>	<u>132,918</u>	<u>169,382</u>
EXPENDITURE ON					
Fundraising trading costs		-	820	820	3,144
Charitable expenditure					
Charitable activities		64,108	-	64,108	179,101
Governance		34,675	3	34,678	53,488
Total		<u>98,783</u>	<u>823</u>	<u>99,606</u>	<u>235,733</u>
NET INCOME/(EXPENDITURE)		<u>33,264</u>	<u>48</u>	<u>33,312</u>	<u>(66,351)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		399,426	1,678	401,104	467,455
TOTAL FUNDS CARRIED FORWARD		<u><u>432,690</u></u>	<u><u>1,726</u></u>	<u><u>434,416</u></u>	<u><u>401,104</u></u>

The notes form part of these financial statements

Federation of Essex Women's Institutes

Balance Sheet
31 March 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	8	-	-	-	525
Investments	9	331,724	-	331,724	303,487
		<u>331,724</u>	<u>-</u>	<u>331,724</u>	<u>304,012</u>
CURRENT ASSETS					
Stocks	10	6,026	-	6,026	9,276
Debtors	11	28,443	-	28,443	728
Cash at bank		119,430	1,726	121,156	94,595
		<u>153,899</u>	<u>1,726</u>	<u>155,625</u>	<u>104,599</u>
CREDITORS					
Amounts falling due within one year	12	(52,933)	-	(52,933)	(7,507)
		<u>100,966</u>	<u>1,726</u>	<u>102,692</u>	<u>97,092</u>
NET CURRENT ASSETS					
		<u>432,690</u>	<u>1,726</u>	<u>434,416</u>	<u>401,104</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>432,690</u>	<u>1,726</u>	<u>434,416</u>	<u>401,104</u>
NET ASSETS					
		<u>432,690</u>	<u>1,726</u>	<u>434,416</u>	<u>401,104</u>
FUNDS					
Unrestricted funds	13			432,690	399,426
Restricted funds				1,726	1,678
				<u>434,416</u>	<u>401,104</u>
TOTAL FUNDS					
				<u>434,416</u>	<u>401,104</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Federation of Essex Women's Institutes (Registered number: 02747046)

Balance Sheet - continued
31 March 2022

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 on14.12.22..... and were signed on its behalf by:



.....
J Curtis - Trustee

The notes form part of these financial statements

Federation of Essex Women's Institutes

**Notes to the Financial Statements
for the Year Ended 31 March 2022**

I. 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 the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost. After initial recognition, tangible fixed assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

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

- Plant and machinery etc - 25% straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Federation of Essex Women's Institutes

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

2. ACTIVITIES FOR GENERATING FUNDS

	Year Ended 31.3.22 £	Period 1.10.19 to 31.3.21 £
Shop income	<u>1,709</u>	<u>2,079</u>

3. INVESTMENT INCOME

	Year Ended 31.3.22 £	Period 1.10.19 to 31.3.21 £
Deposit account interest	7,678	9,316
Gain on investments	28,236	25,697
	<u>35,914</u>	<u>35,013</u>

4. NET INCOME/(EXPENDITURE)

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

	Year Ended 31.3.22 £	Period 1.10.19 to 31.3.21 £
Depreciation - owned assets	<u>525</u>	<u>4,277</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the period ended 31 March 2021.

Trustees' expenses

During the period, the following expenses have been reimbursed to Trustees in respect of travelling costs, home telephone and other expenses incurred on behalf of the Charity:

	2022	2021
Number of trustees who were paid expenses	<u>5</u>	<u>11</u>
Total amounts paid	<u>£1,458</u>	<u>£1,179</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	Year Ended 31.3.22	Period 1.10.19 to 31.3.21
Charitable activities	1	2
Governance	1	1
Domestic duties	-	1
	2	4
	2	4

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOMING RESOURCES FROM			
Voluntary income	83,401	-	83,401
Incoming resources from charitable activities			
Charitable activities	48,059	830	48,889
Activities for generating funds	2,079	-	2,079
Investment income	35,013	-	35,013
Total	168,552	830	169,382
EXPENDITURE ON			
Fundraising trading costs	592	2,552	3,144
Charitable expenditure			
Charitable activities	179,101	-	179,101
Governance	53,488	-	53,488
Total	233,181	2,552	235,733
NET INCOME/(EXPENDITURE)	(64,629)	(1,722)	(66,351)
Transfers between funds	6,966	(6,966)	-
Net movement in funds	(57,663)	(8,688)	(66,351)
RECONCILIATION OF FUNDS			
Total funds brought forward	457,089	10,366	467,455
TOTAL FUNDS CARRIED FORWARD	399,426	1,678	401,104

Federation of Essex Women's Institutes

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

8. TANGIBLE FIXED ASSETS	Computer equipment £
COST	
At 1 April 2021 and 31 March 2022	49,170
DEPRECIATION	
At 1 April 2021	48,645
Charge for year	525
At 31 March 2022	49,170
NET BOOK VALUE	
At 31 March 2022	-
At 31 March 2021	525
 9. FIXED ASSET INVESTMENTS	 Unlisted investments £
MARKET VALUE	
At 1 April 2021	303,487
Revaluations	28,237
At 31 March 2022	331,724
NET BOOK VALUE	
At 31 March 2022	331,724
At 31 March 2021	303,487

There were no investment assets outside the UK.

Cost or valuation at 31 March 2022 is represented by:

	Unlisted investments £
Valuation in 2012	12,571
Valuation in 2013	4,603
Valuation in 2014	3,641
Valuation in 2015	1,987
Valuation in 2016	6,905
Valuation in 2017	6,291
Valuation in 2018	9,438
Valuation in 2019	17,215
Valuation in 2021	25,697
Valuation in 2022	28,238
Cost	215,138
	331,724

Federation of Essex Women's Institutes

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

10. STOCKS		2022	2021
		£	£
Stocks		<u>6,026</u>	<u>9,276</u>
11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2022	2021
		£	£
Trade debtors		9,326	728
Prepayments and accrued income		<u>19,117</u>	<u>-</u>
		<u>28,443</u>	<u>728</u>
12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2022	2021
		£	£
Trade creditors		13,484	141
Other creditors		17,588	4,316
Accruals and deferred income		<u>21,861</u>	<u>3,050</u>
		<u>52,933</u>	<u>7,507</u>
13. MOVEMENT IN FUNDS		Net	
	At 1.4.21	movement	At
	£	in funds	31.3.22
		£	£
Unrestricted funds			
Unrestricted Funds	399,426	33,264	432,690
Restricted funds			
Restricted Funds	1,678	48	1,726
	<u>401,104</u>	<u>33,312</u>	<u>434,416</u>

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

	Incoming	Resources	Movement
	resources	expended	in funds
	£	£	£
Unrestricted funds			
Unrestricted Funds	132,047	(98,783)	33,264
Restricted funds			
Restricted Funds	871	(823)	48
	<u>132,918</u>	<u>(99,606)</u>	<u>33,312</u>

Federation of Essex Women's Institutes

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.10.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
Unrestricted Funds	457,089	(64,629)	6,966	399,426
Restricted funds				
Restricted Funds	10,366	(1,722)	(6,966)	1,678
TOTAL FUNDS	<u>467,455</u>	<u>(66,351)</u>	<u>-</u>	<u>401,104</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	168,552	(233,181)	(64,629)
Restricted funds			
Restricted Funds	830	(2,552)	(1,722)
TOTAL FUNDS	<u>169,382</u>	<u>(235,733)</u>	<u>(66,351)</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Year Ended 31 March 2022

	Year Ended 31.3.22 £	Period 1.10.19 to 31.3.21 £
INCOMING RESOURCES		
Voluntary income		
Membership fees	73,585	80,999
Sundry donations	-	572
Lapsed funds	193	1,830
	<hr/>	<hr/>
	73,778	83,401
Activities for generating funds		
Shop income	1,709	2,079
Investment income		
Deposit account interest	7,678	9,316
Gain on investments	28,236	25,697
	<hr/>	<hr/>
	35,914	35,013
Incoming resources from charitable activities		
Essex News	12,400	16,205
WI stationery sales	432	922
Quiz and crossword	-	263
Grants	-	14,300
Sub-committee activities	5,768	14,338
Other income	1,657	379
Executive committee activities	389	856
Teas and Tiaras Chelmsford	-	796
Fed Flutter	871	830
	<hr/>	<hr/>
	21,517	48,889
Total incoming resources	132,918	169,382
EXPENDITURE		
Resources expended		
Shop costs	-	592
Fed Flutter	820	2,552
	<hr/>	<hr/>
	820	3,144
Charitable expenditure		
Wages	27,183	69,172
Rent and rates	17,539	26,079
Insurance	527	631
Light and heat	773	936
Carried forward	46,022	96,818

This page does not form part of the statutory financial statements

Federation of Essex Women's Institutes

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2022**

	Year Ended 31.3.22 £	Period 1.10.19 to 31.3.21 £
Charitable expenditure		
Brought forward	46,022	96,818
Telephone	2,579	4,252
Postage and stationery	2,418	3,769
Essex News costs	10,506	6,690
WI stationery costs	-	801
Sub-committee activity costs	4,968	15,565
Executive committee costs	-	267
County meeting costs	550	1,070
World pay card charges	152	521
Cleaning	948	787
Repairs and maintenance	869	401
	<hr/>	<hr/>
	69,012	130,941
Support costs		
Management		
Exceptional item	-	48,160
Governance costs		
Wages	9,061	23,057
Rent and rates	5,846	8,693
Insurance	176	210
Light and heat	258	312
Telephone	859	1,418
Postage and stationery	806	1,257
Sundries	829	(55)
Executive committee expenses	707	1,208
Cleaning	316	263
Repairs and maintenance	290	134
Training	-	1,378
Archives	139	225
Legal and professional fees	4,191	3,504
Office equipment maintenance	2,222	674
IT fees	-	2,166
Subscriptions	298	641
Stock	3,250	4,126
Computer equipment	526	4,277
	<hr/>	<hr/>
	29,774	53,488
Total resources expended	<hr/>	<hr/>
	99,606	235,733
Net income/(expenditure)	<hr/>	<hr/>
	33,312	(66,351)

This page does not form part of the statutory financial statements

FEDERATION OF ESSEX WOMEN'S INSTITUTES

England & Wales - Charity number 1014445

Accounts

REGISTERED COMPANY NUMBER: 02747046 (England and Wales)
REGISTERED CHARITY NUMBER: 1014445

Report of the Trustees and
Unaudited Financial Statements for the Period 1 October 2019 to 31 March 2021
for
Federation of Essex Women's Institutes

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes

Contents of the Financial Statements
for the Period 1 October 2019 to 31 March 2021

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Federation of Essex Women's Institutes
Report of the Trustees
for the Period 1 October 2019 to 31 March 2021

The Trustees present their report and accounts for the 18 months ended 31 March 2021.

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02747046 (England and Wales)

Registered Charity number

1014445

Registered office

WI Centre, Whitelands
Terling Road
Hatfield Peverel
Essex
CM3 2AG

Trustees

Ms J Curtis
Ms M Jackson
Mrs H Ridgwell (resigned 8.6.20)
Mrs L Peters (resigned 9.5.21)
Ms F J Cattermole
Mrs J Nash (resigned 9.5.21)
Mrs A Neale (resigned 28.2.20)
Ms S Smith
Ms L Evans
Ms S Macewen
Mrs K Lodge
Ms L Crisp (appointed 1.4.21)
Ms G Hathaway (appointed 26.11.20)
Mrs S A Gunson (appointed 9.5.21)

Company Secretary

Ms S Lawton

Independent Examiner

Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Federation of Essex Women's Institutes
Report of the Trustees
for the Period 1 October 2019 to 31 March 2021

Trustees

The trustees who held office during this period are named on page one. The Trust Deed of the charity governs the appointment of trustees. The Managing Trustees are authorised to appoint new trustees to fill casual vacancies arising among the elected members by co-option.

Investment policies and returns

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity. Under the constitution, the charity has the power to make any investment which the trustees see fit. The trustees consider the return on investments in the period to be good given the prevailing economic climate and will continue to review throughout the year.

Constitution, objects and policies

The charity is governed by the Constitution and rules as laid down for Federations from time to time by the National Federation and its objects are to further the purpose of the Women's Institute organisation in Essex and elsewhere.

The policy of the charity continues to be to offer a wide variety of activities to members and to give support to districts and to local institutes as necessary. In planning the activities for the period, the trustees kept in mind the Charity Commission's guidance on public benefit. The interests of all members are covered by the variety of classes and events organised. The charity is organised so that the trustees meet regularly to manage its affairs. Two staff are employed to assist with the administration of the charity as appropriate.

Development, activities and achievements

Membership of the Essex Federation of Women's Institute has fallen over the period under review due mainly to the exceptional circumstances faced since March 2020 with a global pandemic and Institutes being unable to meet. The Federation's Offices were closed initially to both staff and public and still remain closed to the public, with workshops and events being held virtually allowing a wide range of activities to be offered to the members. The charity would not be able to provide a wide range of services to its members without the continued support of a large number of sub-committee members and the editorial and the media helpers who, along with the Executive members and the WI Advisers, give their services voluntarily.

Review of financial activities and affairs

Membership fees represent only a proportion of the annual income required and the need to increase revenue from other sources remains imperative. The last year has given the Federation considerable challenges with a reduction in membership numbers and a reduced ability to raise revenue from events. All income is entirely reliant upon members' continued support and forms a valuable contribution to the Federation.

Income from Sub-Committee activities and events was significantly reduced from £5,073 in 2019 to £902 in the current period, due to COVID-19 restrictions. There was an increase in shop income for the same period for sales prior to March 2020. Income from investments increased significantly during the period under review as the movement of funds into COIF and obtaining better interest rates.

During this period our staffing numbers have reduced. At the beginning of this period we had two full-time staff and two working part-time. Following the events of 2020 we now have one full-time member of staff managing all aspects of the office and one part-time member of staff working two days per week, dealing with additional administrative and bookkeeping tasks and the cost savings will show in our current financial year.

Future developments

The trustees intend to continue to develop the services on offer to members and to ensure the continued financial strength of the federation. By using technical advancements the trustees will be able to provide additional services and training, generating additional income.

Reserves policy

The trustees have adopted a Reserves policy that is monitored throughout the year and a full review takes place a minimum of two months prior to the financial year-end. The amount of unrestricted funds currently held in reserves is £250,000.

Federation of Essex Women's Institutes
Report of the Trustees
for the Period 1 October 2019 to 31 March 2021

Public benefit

The charity acknowledges its requirements to demonstrate clearly that it must have charitable purposes or aims that are for the public benefit. Details of how the charity has achieved this are provided in this Trustees Annual Report. The trustees confirm that they have paid due regard to the Charity Commission guidance of public benefit before deciding what activities the charity should undertake.

Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems and procedures, will provide sufficient resources in the event of adverse conditions as has been shown since March 2020. The Trustees became aware of a mis-appropriation of funds of the Charity that had occurred between August 2017 and December 2020. They have examined other operational and business risks faced by the charity and confirm they have established systems to mitigate the significant risks and have instigated a continual review of all procedures.

Connected charity

The Federation is a member of the National Federation of Women's Institutes of England, Wales, Jersey, Guernsey and the Isle of Man, a company limited by guarantee No 2517690, charity registration no. 803793, whose principal address is 104 New Kings Road, London SW6 4LY.

Other assets

The trustees hold assets on behalf of newly formed Women's Institutes to assist with their formation and prior to them obtaining their own banking facilities. These funds are held as restricted funds.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

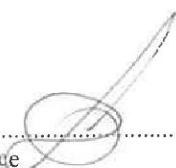
The trustees (who are also the directors of Federation of Essex Women's Institutes for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally 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 those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

Approved by order of the board of trustees on 16th September and signed on its behalf by:
2021

.....
Trustee 

**Independent Examiner's Report to the Trustees of
Federation of Essex Women's Institutes**

Independent examiner's report to the trustees of Federation of Essex Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the period 1 October 2019 to 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement - matters of concern identified

I have completed my examination.

Prior to the commencement of my independent examination, I was made aware of a mis-appropriation of funds of the Charity that had occurred between August 2017 and December 2020. The client has advised that it is unlikely that the funds will be recovered and so the relevant amounts for the year ended 30 September 2019 and the period ended 31 March 2021 have been identified and shown as an exceptional item on the statement of financial activities. The matter has been reported to the relevant authorities.

I confirm that no other matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; and
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Mrs A S Kaley
FCCA
Fisher Michael
The Old Grange
Warren Estate
Lordship Road
Writtle
Essex
CM1 3WT

Date: ~~16 September~~ 2021

Federation of Essex Women's Institutes

Statement of Financial Activities
for the Period 1 October 2019 to 31 March 2021

	Notes	Unrestricted fund £	Restricted fund £	Period 1.10.19 to 31.3.21 Total funds £	Year Ended 30.9.19 Total funds £
INCOMING RESOURCES FROM					
Voluntary income		97,702	-	97,702	95,371
Incoming resources from charitable activities					
Charitable activities		33,759	-	33,759	102,062
Activities for generating funds	2	2,079	-	2,079	8,582
Investment income	3	<u>35,013</u>	<u>-</u>	<u>35,013</u>	<u>27,098</u>
Total		168,553	-	168,553	233,113
EXPENDITURE ON					
Fundraising trading costs		592	1,722	2,314	4,845
Charitable expenditure					
Charitable expenditure		179,102	-	179,102	213,200
Governance costs		53,488	-	53,488	45,106
Total		<u>233,182</u>	<u>1,722</u>	<u>234,904</u>	<u>263,151</u>
NET INCOME/(EXPENDITURE)		(64,629)	(1,722)	(66,351)	(30,038)
Transfers between funds	12	<u>6,966</u>	<u>(6,966)</u>	<u>-</u>	<u>-</u>
Net movement in funds		(57,663)	(8,688)	(66,351)	(30,038)
RECONCILIATION OF FUNDS					
Total funds brought forward		457,089	10,366	467,455	497,493
TOTAL FUNDS CARRIED FORWARD		<u><u>399,426</u></u>	<u><u>1,678</u></u>	<u><u>401,104</u></u>	<u><u>467,455</u></u>

The notes form part of these financial statements

Federation of Essex Women's Institutes

Balance Sheet
31 March 2021

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	7	525	-	525	4,802
Investments	8	<u>303,487</u>	<u>-</u>	<u>303,487</u>	<u>277,790</u>
		304,012	-	304,012	282,592
CURRENT ASSETS					
Stocks	9	9,276	-	9,276	13,687
Debtors	10	728	-	728	9,037
Cash at bank		<u>92,917</u>	<u>1,678</u>	<u>94,595</u>	<u>175,491</u>
		102,921	1,678	104,599	198,215
CREDITORS					
Amounts falling due within one year	11	(7,507)	-	(7,507)	(13,352)
		<u>95,414</u>	<u>1,678</u>	<u>97,092</u>	<u>184,863</u>
NET CURRENT ASSETS					
		<u>95,414</u>	<u>1,678</u>	<u>97,092</u>	<u>184,863</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>399,426</u>	<u>1,678</u>	<u>401,104</u>	<u>467,455</u>
NET ASSETS					
		<u>399,426</u>	<u>1,678</u>	<u>401,104</u>	<u>467,455</u>
FUNDS					
Unrestricted funds	12			399,426	457,089
Restricted funds				<u>1,678</u>	<u>10,366</u>
TOTAL FUNDS					
				<u>401,104</u>	<u>467,455</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Federation of Essex Women's Institutes

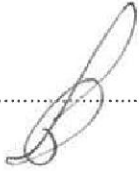
Balance Sheet - continued

31 March 2021

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 16th September 2021 and were signed on its behalf by:

.....
Trustee



The notes form part of these financial statements

Federation of Essex Women's Institutes

Notes to the Financial Statements
for the Period 1 October 2019 to 31 March 2021

1. 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 the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Tangible fixed assets are initially measured at cost. After initial recognition, tangible fixed assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

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

- Plant and machinery etc - 25% straight line

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Period 1 October 2019 to 31 March 2021

2. ACTIVITIES FOR GENERATING FUNDS

	Period 1.10.19 to 31.3.21 £	Year Ended 30.9.19 £
Fundraising events	902	7,273
Shop income	1,177	639
Sponsorships	<u>-</u>	<u>670</u>
	<u>2,079</u>	<u>8,582</u>

3. INVESTMENT INCOME

	Period 1.10.19 to 31.3.21 £	Year Ended 30.9.19 £
Deposit account interest	<u>35,013</u>	<u>27,098</u>

4. NET INCOME/(EXPENDITURE)

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

	Period 1.10.19 to 31.3.21 £	Year Ended 30.9.19 £
Depreciation - owned assets	<u>4,277</u>	<u>2,852</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 March 2021 nor for the year ended 30 September 2019.

Trustees' expenses

During the period, the following expenses have been reimbursed to Trustees in respect of travelling costs, home telephone and other expenses incurred on behalf of the Charity:

	2021	2019
Number of trustees who were paid expenses	<u>11</u>	<u>15</u>
Total amounts paid	<u>£1,179</u>	<u>£2,607</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Period 1 October 2019 to 31 March 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES	Unrestricted fund £	Restricted fund £	Total funds £
INCOMING RESOURCES FROM			
Voluntary income	95,371	-	95,371
Incoming resources from charitable activities			
Charitable activities	102,062	-	102,062
Activities for generating funds	7,912	670	8,582
Investment income	<u>27,048</u>	<u>50</u>	<u>27,098</u>
Total	232,393	720	233,113
EXPENDITURE ON			
Fundraising trading costs	4,845	-	4,845
Charitable expenditure			
Charitable expenditure	213,200	-	213,200
Governance costs	45,106	-	45,106
Total	<u>263,151</u>	<u>-</u>	<u>263,151</u>
NET INCOME/(EXPENDITURE)	(30,758)	720	(30,038)
RECONCILIATION OF FUNDS			
Total funds brought forward	487,847	9,646	497,493
TOTAL FUNDS CARRIED FORWARD	<u>457,089</u>	<u>10,366</u>	<u>467,455</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Period 1 October 2019 to 31 March 2021

7. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 October 2019 and 31 March 2021	<u>49,170</u>
DEPRECIATION	
At 1 October 2019	44,368
Charge for year	<u>4,277</u>
At 31 March 2021	<u>48,645</u>
NET BOOK VALUE	
At 31 March 2021	<u>525</u>
At 30 September 2019	<u>4,802</u>

8. FIXED ASSET INVESTMENTS

	Unlisted investments £
MARKET VALUE	
At 1 October 2019	277,790
Revaluations	<u>25,697</u>
At 31 March 2021	<u>303,487</u>
NET BOOK VALUE	
At 31 March 2021	<u>303,487</u>
At 30 September 2019	<u>277,790</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2021 is represented by:

	Unlisted investments £
Valuation in 2011	7,782
Valuation in 2012	4,790
Valuation in 2013	4,603
Valuation in 2014	3,641
Valuation in 2015	1,987
Valuation in 2016	6,905
Valuation in 2017	6,291
Valuation in 2018	9,438
Valuation in 2019	17,215
Valuation in 2021	25,697
Cost	<u>215,138</u>
	<u>303,487</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Period 1 October 2019 to 31 March 2021

9. STOCKS				
			2021	2019
			£	£
Stocks			<u>9,276</u>	<u>13,687</u>
10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			2021	2019
			£	£
Trade debtors			728	4,085
Prepayments			<u>-</u>	<u>4,952</u>
			<u>728</u>	<u>9,037</u>
11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			2021	2019
			£	£
Trade creditors			141	897
Other creditors			4,316	3,646
Accruals and deferred income			<u>3,050</u>	<u>8,809</u>
			<u>7,507</u>	<u>13,352</u>
12. MOVEMENT IN FUNDS				
	At	Net	Transfers	At
	1.10.19	movement	between	31.3.21
	£	in funds	funds	£
Unrestricted funds		£	£	
Unrestricted Funds	457,089	(64,629)	6,966	399,426
Restricted funds				
Restricted Funds	<u>10,366</u>	<u>(1,722)</u>	<u>(6,966)</u>	<u>1,678</u>
TOTAL FUNDS	<u>467,455</u>	<u>(66,351)</u>	<u>-</u>	<u>401,104</u>

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

		Incoming	Resources	Movement
		resources	expended	in funds
		£	£	£
Unrestricted funds				
Unrestricted Funds		168,553	(233,182)	(64,629)
Restricted funds				
Restricted Funds		<u>-</u>	<u>(1,722)</u>	<u>(1,722)</u>
TOTAL FUNDS		<u>168,553</u>	<u>(234,904)</u>	<u>(66,351)</u>

Federation of Essex Women's Institutes

Notes to the Financial Statements - continued
for the Period 1 October 2019 to 31 March 2021

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.10.18 £	Net movement in funds £	At 30.9.19 £
Unrestricted funds			
Unrestricted Funds	487,847	(30,758)	457,089
Restricted funds			
Restricted Funds	9,646	720	10,366
TOTAL FUNDS	<u>497,493</u>	<u>(30,038)</u>	<u>467,455</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted Funds	232,393	(263,151)	(30,758)
Restricted funds			
Restricted Funds	720	-	720
TOTAL FUNDS	<u>233,113</u>	<u>(263,151)</u>	<u>(30,038)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31 March 2021.

Federation of Essex Women's Institutes

Detailed Statement of Financial Activities
for the Period 1 October 2019 to 31 March 2021

	Period 1.10.19 To 31.3.21 £	Year Ended 30.9.19 £
INCOMING RESOURCES		
Voluntary income		
Membership fees	95,300	94,344
Sundry donations	572	100
Lapsed funds	<u>1,830</u>	<u>927</u>
	97,702	95,371
Activities for generating funds		
Fundraising events	902	7,273
Shop income	1,177	639
Sponsorships	<u>-</u>	<u>670</u>
	2,079	8,582
Investment income		
Deposit account interest	35,013	27,098
Incoming resources from charitable activities		
Essex News	16,205	21,513
WI stationery sales	922	1,108
Quiz and crossword	263	729
Denman College visit	-	22,158
Sub-committee activities	14,338	17,223
County meetings	-	25,928
WI diary	-	2,671
Panel of speakers audition days	-	2,126
Panel of speakers reviews	-	175
Other income	379	1,085
Executive committee activities	856	7,346
Teas and Tiaras Chelmsford	<u>796</u>	<u>-</u>
	<u>33,759</u>	<u>102,062</u>
Total incoming resources	168,553	233,113
EXPENDITURE		
Resources expended		
Shop costs	592	4,845
Winsome Club	<u>1,722</u>	<u>-</u>
	2,314	4,845
Charitable expenditure		
Wages	69,172	51,950
Carried forward	69,172	51,950

This page does not form part of the statutory financial statements

Federation of Essex Women's Institutes

**Detailed Statement of Financial Activities
for the Period 1 October 2019 to 31 March 2021**

	Period 1.10.19 To 31.3.21 £	Year Ended 30.9.19 £
Charitable expenditure		
Brought forward	69,172	51,950
Rent and rates	26,079	17,367
Insurance	631	696
Light and heat	936	594
Telephone	4,252	3,681
Postage and stationery	3,769	4,985
Essex News costs	6,690	14,460
WI stationery costs	801	2,059
Quiz and crossword	-	491
Denman College visit costs	-	24,263
Sub-committee activity costs	14,361	22,628
Executive committee costs	267	9,625
WI costs	1,205	2,066
County meeting costs	1,070	15,749
WI diary	-	3,173
World pay card charges	521	453
Cleaning	787	1,231
Repairs and maintenance	401	736
	<u>130,942</u>	<u>176,207</u>
Support costs		
Management		
Exceptional item	48,160	36,993
Governance costs		
Wages	23,057	17,477
Rent and rates	8,693	5,789
Insurance	210	232
Light and heat	312	198
Telephone	1,418	1,227
Postage and stationery	1,257	1,662
Sundries	(55)	138
Executive committee expenses	1,208	4,800
Cleaning	263	411
Repairs and maintenance	134	245
Training	1,378	1,549
Archives	225	463
Bursary	-	960
Legal and professional fees	3,504	973
Office equipment maintenance	674	2,109
IT fees	2,166	1,440
Subscriptions	641	440
Stock	4,126	2,142
Computer equipment	4,277	2,851
	<u>53,488</u>	<u>45,106</u>
Total resources expended	<u>234,904</u>	<u>263,151</u>
Net expenditure	<u>(66,351)</u>	<u>(30,038)</u>

This page does not form part of the statutory financial statements

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