

# LEICESTERSHIRE AND RUTLAND FEDERATION OF WOMEN'S INSTITUTES

England & Wales · Charity number 1016766

## Details

---

**Status** Registered

**Legal form** Charitable company

**Company number** [02769771](#)

**Registered** 1993-01-27

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

## Contact

---

**Address** 135 Loughborough Road  
Leicester  
LE4 5LQ

**Phone** 0116 2661342

**Email** [wihouse@lrfwi.org](mailto:wihouse@lrfwi.org)

**Website** [www.thewi.org.uk](http://www.thewi.org.uk)

## Activities

---

**Objects:** TO FURTHER THE PURPOSE OF THE WOMEN'S INSTITUTE MOVEMENT IN LEICESTERSHIRE AND RUTLAND AND ELSEWHERE.

**Activities:** The Federation oversees 109 WIs throughout Leicestershire and Rutland, organising educational courses in crafts, public affairs, health and wellbeing, sport and other areas, aimed at providing women with the opportunity to maximise their enjoyment of life and involvement in the local community.

## Classification

---

- **How:** Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Other Defined Groups

## Geography

- **Area of benefit:** LEICESTERSHIRE AND RUTLAND
- Leicestershire
- Rutland

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£107,206	£142,679	-	-
2024-08-31	£133,957	£125,312	-	-
2023-08-31	£106,631	£103,250	-	-
2022-08-31	£112,300	£102,404	-	-
2021-08-31	£65,542	£57,388	-	-

## Trustees

Name	Role	Appointed
<b>GLENICE RITA WIGNALL</b>	Chair	2022-03-20
Gail Wooliscroft		2019-11-07
JANET KIRK		2011-03-20
Judith Follows		2026-04-20
MANDY CUTLER		2024-03-20
Mary Hobbs		2019-11-07
Rita Caves		2022-06-01
SUSAN LOBB		2023-06-30
SUSAN MARIAN KIRK		2025-09-30
SUSAN WOOLLARD		

**LEICESTERSHIRE AND RUTLAND FEDERATION OF WOMEN'S INSTITUTES**

England & Wales - Charity number 1016766

---

# Accounts

---

COMPANY REGISTRATION NUMBER: 02769771

CHARITY REGISTRATION NUMBER: 1016766

**Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Unaudited Financial Statements**

**31 August 2025**

**NUVO ACCOUNTANCY LIMITED**

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# **Leicestershire and Rutland Federation of Women's Institutes**

## **Company Limited by Guarantee**

### **Financial Statements**

**Year ended 31 August 2025**

	<b>Pages</b>
Trustees' annual report (incorporating the director's report)	<b>1 to 4</b>
Independent examiner's report to the trustees	<b>5</b>
Statement of financial activities (including income and expenditure account)	<b>6</b>
Statement of financial position	<b>7 to 8</b>
Notes to the financial statements	<b>9 to 16</b>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

#### Year ended 31 August 2025

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2025.

#### Reference and administrative details

<b>Registered charity name</b>	Leicestershire and Rutland Federation of Women's Institutes
<b>Charity registration number</b>	1016766
<b>Company registration number</b>	02769771
<b>Principal office and registered office</b>	W I House 135 Loughborough Road Leicester LE4 5LQ

#### The trustees

Mrs G Wignall	
Mrs S Woollard	
Mrs J Kirk	
Mrs G Wooliscroft	
Mrs F M Hobbs	
Mrs B Blackburn	(Retired 29 March 2025)
Mrs R Caves	
Mrs R Heyes	(Retired 9 February 2026)
Mrs S Lobb	(Retired 9 February 2026)
Mrs S Kirk	(Retired 29 March 2025)
Mrs M Cutler	
Mrs M Eydman	

**Company secretary** Mrs F M Hobbs

**Independent examiner** Daniel Johnson FCCA  
Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2025

#### Structure, governance and management

The Leicestershire & Rutland Federation of WIs (LRFWI) represents the WI movement in Leicestershire and Rutland. We have 109 WIs with almost 3,025 members. The LRFWI acts as a conduit between the National Federation and the local WIs.

The Board of Trustees has up to 10 members who are elected every three years by the membership. The elected Trustees may co-opt additional members up to one third of their number. In-house training is offered by the NFWI and is taken up on a regular basis. Subcommittees are appointed by the Board and run events and courses for the members. Each WI sends a delegate to the LRFWI Annual Meeting. The office staff carry out the day to day office work, following decisions made by the Board.

The LRFWI's constitution is set out in its Articles of Association.

#### Risk Management

The Trustees actively review the risks which LRFWI faces on a regular basis and ensure that controls are in place to provide assurance against fraud and error. The Trustees believe that sufficient and appropriate plans are in place to mitigate against risks so far identified. These plans and procedures are reviewed regularly and systematically and upgraded or amended in the light of current circumstances.

#### Objectives and activities

The main purposes of the Women's Institute organisation are:

1. To advance the education of women and girls for the public benefit in all areas, including:

political and social issues - on a local, national and international scale  
cultural subjects - such as music and drama

interest areas - including agriculture, crafts, home economics, science and health

2. To promote sustainable development which meets the needs of future generations without compromising those of the present by:

educating people in the conservation of the environment and the responsible use of natural resources  
promoting sustainable growth economic growth

3. To advance public health

4. To advance public citizenship by promoting civic responsibility and volunteering

We want the WI to be an organisation of choice, inspiring and enriching the lives of women who wish to play an active role in their communities, widen their horizons and learn new skills. We want every woman in Leicestershire and Rutland to have the opportunity to join the WI and to put into practice the ideals for which we stand.

The Trustees confirm that they have referred to the guidance contained in the Charity's Commission general guidance on public benefit in determining the activities undertaken by the Charity.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 August 2025

##### **Achievements and performance**

This year has seen an upturn in activities, almost to pre-pandemic levels. Our programme of events for members has been well supported, with lunches, coach trips and workshops all proving popular.

Our Annual Meeting in March at Leicester Grammar School was very successful, with more members and delegates attending and a selection of stalls for them to browse. The Federation Holiday, this year to Harrogate, was enjoyed by more than one hundred members in January. In other events, we have continued to provide opportunities for members to meet and engage with each other and with the Federation, with fund raising as a secondary objective. We have introduced changes to our event booking processes, including optional online booking and payment.

WI House has been open throughout the year and is available for members to visit. We are grateful to those members and WIs who have helped with gardening and planting, and also for the generous donations we have received to provide new garden benches.

Membership numbers have remained at around 3,025, though again a number of WIs have closed in the year, mostly due to difficulties in recruiting officers. In addition to subscriptions received, other income was generated from the sale of quizzes and bulbs, from our Monthly Draw and from the NFWI Raffle. We also received money from NFWI Lottery.

Support to WIs has been provided through our small Adviser team, particularly on suspensions, and received inquiries for opening new WIs. Officer Training has been provided and has been well-received by those attending. WIs have resumed a normal programme with regular face to face meetings, parties and outings.

Once again, Board and Committee members contributed many hours of voluntary work to support the WIs and our members and our thanks go to them. We have welcomed a new Federation Secretary and Office Manager/Accounts during the year and our thanks go to our staff members for their hard work throughout the year.

We have kept in touch with members through County News, which is now published online and in paper format, through our website and our Facebook page. We have shared stories from the WIs of the many and varied activities and events they have organised for their members.

The Trustees are responsible for the upkeep of our headquarters, WI House and all essential maintenance has been carried out.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2025

#### Financial review

All money received will be used to meet the charitable aims of the organisation, bearing in mind the trustees' responsibility to maintain the financial stability of the organisation and safeguard the assets. We aim to maintain a sufficient level of reserves to ensure continuity of LRFWI's activities.

Our main sources of funding are membership subscriptions and fundraising.

The accounts show an overall decrease in funds for the year of £35,473 (2024 increase £8,645) before investment profits. Total movement of funds including investment profits show a decrease of £34,272 (2024 increase £16,137).

The Trustees decided to use a portion of the reserves accumulated over recent years to offer all WIs in the Federation the opportunity to apply for a £50 grant. The aim was to hold an event that would encourage new members - particularly younger women - to join, which in turn, help to secure the future of our WIs.

Due to house maintenance being delayed during and after Covid, significant work was required to meet updated fire safety legislation.

With only two members of staff, we also purchased a laptop to enable flexible home working and to support online meetings with NFWI, which now provides face-to-face meetings every third year. This investment allows us to stream NFWI meetings and participate in voting on resolutions remotely.

The use of reserves, along with recent constitutional changes, will help ensure the Federation remains sustainable for the future.

#### Plans for future periods

After a considerable reduction in number of WIs and continued lower membership numbers, we will continue to promote the WI and the benefits of membership, and support our WIs and their officers. We will tailor Federation events to the needs of our members and seek to provide a variety of group sizes and activities both indoors and out. We are actively exploring changes to our event booking processes, including online booking and payment for those who wish to do so. With new members on the sub committees we are hoping for new ideas for future events.

#### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 25 February 2026 and signed on behalf of the board of trustees by:

*Glenice Wignall*

F4460000-0BA9-269C-B42E-08DE7D0407C4

Mrs G Wignall  
Trustee

*fmhobbs*

F4460000-0BA9-269C-B40A-08DE7AD407C4

Mrs F M Hobbs  
Charity Secretary

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Leicestershire and Rutland Federation of Women's Institutes

**Year ended 31 August 2025**

I report to the trustees on my examination of the financial statements of Leicestershire and Rutland Federation of Women's Institutes ('the charity') for the year ended 31 August 2025.

#### **Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

Daniel Johnson FCCA  
Independent Examiner

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

3 March 2026

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2025

		Unrestricted funds	2025 Restricted funds	Total funds	2024 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	5	32,452	–	32,452	51,876
Charitable activities	6	65,166	–	65,166	71,227
Other trading activities	7	4,536	–	4,536	3,241
Investment income	8	2,611	–	2,611	2,060
Other income	9	2,441	–	2,441	5,553
<b>Total income</b>		<u>107,206</u>	<u>–</u>	<u>107,206</u>	<u>133,957</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	10	–	–	–	1,912
Expenditure on charitable activities	11	142,679	–	142,679	123,400
<b>Total expenditure</b>		<u>142,679</u>	<u>–</u>	<u>142,679</u>	<u>125,312</u>
<b>Net (expenditure)/income</b>		<u>(35,473)</u>	<u>–</u>	<u>(35,473)</u>	<u>8,645</u>
<b>Other recognised gains and losses</b>					
Other gains/(losses)		1,201	–	1,201	7,492
<b>Net movement in funds</b>		<u>(34,272)</u>	<u>–</u>	<u>(34,272)</u>	<u>16,137</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		299,336	12,153	311,489	295,352
<b>Total funds carried forward</b>		<u>265,064</u>	<u>12,153</u>	<u>277,217</u>	<u>311,489</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Position

31 August 2025

	Note	2025 £	£	2024 £	£
<b>Fixed assets</b>					
Tangible fixed assets	16		10,242		10,494
Investments	17		144,645		141,817
			<u>154,887</u>		<u>152,311</u>
<b>Current assets</b>					
Debtors	18	5,975		1,569	
Cash at bank and in hand		129,609		171,090	
		<u>135,584</u>		<u>172,659</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>13,254</u>		<u>13,481</u>	
<b>Net current assets</b>			<u>122,330</u>		<u>159,178</u>
<b>Total assets less current liabilities</b>			<u>277,217</u>		<u>311,489</u>
<b>Net assets</b>			<u>277,217</u>		<u>311,489</u>
<b>Funds of the charity</b>					
Restricted funds			12,153		12,153
Unrestricted funds			265,064		299,336
<b>Total charity funds</b>	21		<u>277,217</u>		<u>311,489</u>

For the year ending 31 August 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 9 to 16 form part of these financial statements.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Position *(continued)*

31 August 2025

These financial statements were approved by the board of trustees and authorised for issue on 25 February 2026, and are signed on behalf of the board by:

*Glenice Wignall*

F4460000-0BA9-269C-B430-08DE7AD407C4

Mrs G Wignall  
Trustee

*frehobbs*

F4460000-0BA9-269C-B423-08DE7AD407C4

Mrs F M Hobbs  
Trustee

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 August 2025

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is W I House, 135 Loughborough Road, Leicester, LE4 5LQ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

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 assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	25% straight line
Equipment	-	25% straight line

##### Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Limited by guarantee

The Federation is a company limited by guarantee and not having a share capital.

#### 5. Donations and legacies

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
<b>Donations</b>				
Donations	426	<b>426</b>	689	689
<b>Subscriptions</b>				
Membership Fees	32,026	<b>32,026</b>	51,187	51,187
	<u>32,452</u>	<u><b>32,452</b></u>	<u>51,876</u>	<u>51,876</u>

#### 6. Charitable activities

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
County Activities	52,828	<b>52,828</b>	52,558	52,558
Committee Activities	12,338	<b>12,338</b>	18,669	18,669
	<u>65,166</u>	<u><b>65,166</b></u>	<u>71,227</u>	<u>71,227</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 7. Other trading activities

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Shop income	2,654	<b>2,654</b>	1,315	1,315
Newsletter income	1,882	<b>1,882</b>	1,926	1,926
	<u>4,536</u>	<u><b>4,536</b></u>	<u>3,241</u>	<u>3,241</u>

#### 8. Investment income

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Income from cash held in a UK investment portfolio	2,611	<b>2,611</b>	2,060	2,060
	<u>2,611</u>	<u><b>2,611</b></u>	<u>2,060</u>	<u>2,060</u>

#### 9. Other income

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Other income	2,441	<b>2,441</b>	5,553	5,553
	<u>2,441</u>	<u><b>2,441</b></u>	<u>5,553</u>	<u>5,553</u>

#### 10. Costs of other trading activities

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
Costs of other trading activities - Shop costs	–	<b>–</b>	1,912	1,912
	<u>–</u>	<u><b>–</b></u>	<u>1,912</u>	<u>1,912</u>

#### 11. Expenditure on charitable activities by fund type

	Unrestricted Funds £	<b>Total Funds 2025 £</b>	Unrestricted Funds £	Total Funds 2024 £
County Activities	51,916	<b>51,916</b>	47,995	47,995
Committee Activities	9,201	<b>9,201</b>	14,095	14,095
Support costs	81,562	<b>81,562</b>	61,310	61,310
	<u>142,679</u>	<u><b>142,679</b></u>	<u>123,400</u>	<u>123,400</u>

#### 12. Net (expenditure)/income

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

	<b>2025 £</b>	2024 £
Depreciation of tangible fixed assets	<u><b>252</b></u>	<u>252</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 13. Independent examination fees

	2025	2024
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,760</u>	<u>2,700</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025	2024
	£	£
Wages and salaries	33,670	34,517
Employer contributions to pension plans	<u>603</u>	<u>481</u>
	<u>34,273</u>	<u>34,998</u>

The average head count of employees during the year was 2 (2024: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2025	2024
	No.	No.
Number of staff	<u>2</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 16. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Equipment £	Total £
<b>Cost</b>				
<b>At 1 September 2024 and 31 August 2025</b>	<u>9,989</u>	<u>22,690</u>	<u>13,956</u>	<u>46,635</u>
<b>Depreciation</b>				
At 1 September 2024	–	22,690	13,451	<b>36,141</b>
Charge for the year	–	–	252	<b>252</b>
<b>At 31 August 2025</b>	<u>–</u>	<u>22,690</u>	<u>13,703</u>	<u>36,393</u>
<b>Carrying amount</b>				
<b>At 31 August 2025</b>	<u>9,989</u>	<u>–</u>	<u>253</u>	<u>10,242</u>
At 31 August 2024	<u>9,989</u>	<u>–</u>	<u>505</u>	<u>10,494</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 17. Investments

	Cash or cash equivalents £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 September 2024	35,846	105,971	<b>141,817</b>
Additions	661	966	<b>1,627</b>
Fair value movements	–	1,201	<b>1,201</b>
<b>At 31 August 2025</b>	<u>36,507</u>	<u>108,138</u>	<u><b>144,645</b></u>
<b>Carrying amount</b>			
At 31 August 2025	<u>36,507</u>	<u>108,138</u>	<u><b>144,645</b></u>
At 31 August 2024	<u>35,846</u>	<u>105,971</u>	<u>141,817</u>

All investments shown above are held at valuation.

#### 18. Debtors

	2025 £	2024 £
Trade debtors	<b>1,148</b>	345
Prepayments and accrued income	<b>1,227</b>	1,224
Other debtors	<b>3,600</b>	–
	<u><b>5,975</b></u>	<u>1,569</u>

#### 19. Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	<b>647</b>	308
Accruals and deferred income	<b>2,880</b>	3,600
Social security and other taxes	<b>429</b>	316
Other creditors	<b>9,298</b>	9,257
	<u><b>13,254</b></u>	<u>13,481</u>

#### 20. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £603 (2024: £481).

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 21. Analysis of charitable funds

##### Unrestricted funds

	At 1 September 2024 £	Income £	Expenditure £	Gains and losses £	At 31 August 2025 £
General funds	274,336	107,206	(142,679)	1,201	<b>240,064</b>
Emergency Maintenance Fund	15,000	–	–	–	<b>15,000</b>
Membership Development	10,000	–	–	–	<b>10,000</b>
	<u>299,336</u>	<u>107,206</u>	<u>(142,679)</u>	<u>1,201</u>	<u><b>265,064</b></u>

	At 1 September 2023 £	Income £	Expenditure £	Gains and losses £	At 31 August 2024 £
General funds	258,199	133,957	(125,312)	7,492	274,336
Emergency Maintenance Fund	15,000	–	–	–	15,000
Membership Development	10,000	–	–	–	10,000
	<u>283,199</u>	<u>133,957</u>	<u>(125,312)</u>	<u>7,492</u>	<u>299,336</u>

##### Restricted funds

	At 1 September 2024 £	Income £	Expenditure £	Gains and losses £	At 31 August 2025 £
Headquarters Building Fund	9,989	–	–	–	<b>9,989</b>
Education and Travel Fund	2,164	–	–	–	<b>2,164</b>
	<u>12,153</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u><b>12,153</b></u>

	At 1 September 2023 £	Income £	Expenditure £	Gains and losses £	At 31 August 2024 £
Headquarters Building Fund	9,989	–	–	–	9,989
Education and Travel Fund	2,164	–	–	–	2,164
	<u>12,153</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u>12,153</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2025

#### 22. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Tangible fixed assets	253	9,989	<b>10,242</b>
Investments	144,645	–	<b>144,645</b>
Current assets	120,166	2,164	<b>122,330</b>
<b>Net assets</b>	<u>265,064</u>	<u>12,153</u>	<u><b>277,217</b></u>


	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	505	9,989	10,494
Investments	141,817	–	141,817
Current assets	157,014	2,164	159,178
<b>Net assets</b>	<u>299,336</u>	<u>12,153</u>	<u>311,489</u>

## Document Details


Document ID	c1d70000-d318-32b5-d9f0-08de7ad2d88e
Document bundle ID	f4460000-0ba9-269c-604f-08de7ad407cf
Uploaded to FuseSign	2026-03-05 16:27 +00:00
FuseSign subscriber	NUVO
Initiator email	<a href="mailto:nicola.fowkes@nuvo.co.uk">nicola.fowkes@nuvo.co.uk</a>
Document completed	2026-03-10 11:21 +00:00

## Document Signers

Name	Mary Hobbs
Preferred Name	Mary
Email	maryhobbs@lrfwi.org
Mobile	Not Provided
IP Address/es	176.10.0.96
Signed on Pages	6, 10
Verification Mode	Email Code



Name	Glenice Wignall
Preferred Name	Glenice
Email	glenicewignall@lrfwi.org
Mobile	Not Provided
IP Address/es	157.231.26.211
Signed on Pages	6, 10
Verification Mode	Email Code



## Document Audit Log

Date	User	Transaction
2026-03-05 16:27 +00:00	nicola.fowkes@nuvo.co.uk	Document Bundle Created by Nicola Fowkes (nicola.fowkes@nuvo.co.uk)
2026-03-05 16:27 +00:00	System	Access link: sending email to: maryhobbs@lrfwi.org. (1 Document - 1 Signing Action).
2026-03-05 16:27 +00:00	System	Access link: sending email to: glenicewignall@lrfwi.org. (1 Document - 1 Signing Action).

2026-03-05 16:27 +00:00	System	Access link: sending email to: wihouse@lrfwi.org. (1 Document - 0 Signing Actions).
2026-03-09 09:07 +00:00	Mary Hobbs	Email Verification Requested to email maryhobbs@lrfwi.org
2026-03-09 09:08 +00:00	Mary Hobbs	Code entered and verified
2026-03-09 09:08 +00:00	Mary Hobbs	Link opened from IP 176.10.0.96
2026-03-09 09:09 +00:00	Mary Hobbs	Document Signed: 2025 WI final accounts - on page 6 (SignatureID: f4460000-0ba9-269c-b40a-08de7ad407c4)
2026-03-09 09:09 +00:00	Mary Hobbs	Document Signed: 2025 WI final accounts - on page 10 (SignatureID: f4460000-0ba9-269c-b423-08de7ad407c4)
2026-03-09 09:09 +00:00	Mary Hobbs	Document Signed: 2025 WI final accounts
2026-03-09 09:09 +00:00	Mary Hobbs	Mary Hobbs has completed bundle f4460000-0ba9-269c-604f-08de7ad407cf
2026-03-10 11:20 +00:00	Glenice Wignall	Email Verification Requested to email glenicewignall@lrfwi.org
2026-03-10 11:21 +00:00	Glenice Wignall	Code entered and verified
2026-03-10 11:21 +00:00	Glenice Wignall	Link opened from IP 157.231.26.211
2026-03-10 11:21 +00:00	Glenice Wignall	Document Signed: 2025 WI final accounts - on page 6 (SignatureID: f4460000-0ba9-269c-b42e-08de7ad407c4)
2026-03-10 11:21 +00:00	Glenice Wignall	Document Signed: 2025 WI final accounts - on page 10 (SignatureID: f4460000-0ba9-269c-b430-08de7ad407c4)
2026-03-10 11:21 +00:00	Glenice Wignall	Document Signed: 2025 WI final accounts
2026-03-10 11:21 +00:00	Glenice Wignall	Glenice Wignall has completed bundle f4460000-0ba9-269c-604f-08de7ad407cf

## More Information

---

For more information on electronic signatures and to validate this document was signed by the parties listed above, please visit [www.fusesign.com](http://www.fusesign.com).

To verify your document, visit: <https://app.fuse.work/fusesign/verify/c1d70000-d318-32b5-d9f0-08de7ad2d88e>

**LEICESTERSHIRE AND RUTLAND FEDERATION OF WOMEN'S INSTITUTES**

England & Wales - Charity number 1016766

---

# Accounts

---

COMPANY REGISTRATION NUMBER: 02769771

CHARITY REGISTRATION NUMBER: 1016766

**Leicestershire and Rutland Federation of Women's Institutes**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 August 2024**

**JOHNSON MURKETT & HURST**

Chartered Accountants

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# **Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 31 August 2024**

	<b>Pages</b>
Trustees' annual report (incorporating the director's report)	<b>1 to 4</b>
Independent examiner's report to the trustees	<b>5</b>
Statement of financial activities (including income and expenditure account)	<b>6</b>
Statement of financial position	<b>7 to 8</b>
Notes to the financial statements	<b>9 to 16</b>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 August 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2024.

#### Reference and administrative details

<b>Registered charity name</b>	Leicestershire and Rutland Federation of Women's Institutes
<b>Charity registration number</b>	1016766
<b>Company registration number</b>	02769771
<b>Principal office and registered office</b>	W I House 135 Loughborough Road Leicester LE4 5LQ

#### The trustees

Mrs G Wignall	
Mrs S Woollard	
Mrs J Kirk	
Mrs L Martin	(Retired July 2024)
Mrs M Geary	(Retired July 2024)
Mrs G Wooliscroft	
Mrs F M Hobbs	
Mrs B Blackburn	
Mrs R Caves	
Mrs R Heyes	
Mrs S Lobb	
Mrs S Kirk	
Mrs M Cutler	(Appointed July 2024)
Mrs M Eydman	(Appointed July 2024)

**Company secretary** Mrs F M Hobbs

**Independent examiner** Mr A W Stant FCA  
Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2024

#### Structure, governance and management

The Leicestershire & Rutland Federation of WIs (LRFWI) represents the WI movement in Leicestershire and Rutland. We have 109 WIs with almost 3,400 members. The LRFWI acts as a conduit between the National Federation and the local WIs.

The Board of Trustees has up to 15 members who are elected every two years by the membership. The elected Trustees may co-opt additional members up to one third of their number. In-house training is offered by the NFWI and is taken up on a regular basis. Subcommittees are appointed by the Board and run events and courses for the members. Each WI sends a delegate to the LRFWI Annual Meeting. The office staff carry out the day to day office work, following decisions made by the Board.

The LRFWI's constitution is set out in its Articles of Association.

#### Risk Management

The Trustees actively review the risks which LRFWI faces on a regular basis and ensure that controls are in place to provide assurance against fraud and error. The Trustees believe that sufficient and appropriate plans are in place to mitigate against risks so far identified. These plans and procedures are reviewed regularly and systematically and upgraded or amended in the light of current circumstances.

#### Objectives and activities

The main purposes of the Women's Institute organisation are:

1. To advance the education of women and girls for the public benefit in all areas, including:

political and social issues - on a local, national and international scale  
cultural subjects - such as music and drama  
interest areas - including agriculture, crafts, home economics, science and health

2. To promote sustainable development which meets the needs of future generations without compromising those of the present by:

educating people in the conservation of the environment and the responsible use of natural resources  
promoting sustainable growth economic growth

3. To advance public health

4. To advance public citizenship by promoting civic responsibility and volunteering

We want the WI to be an organisation of choice, inspiring and enriching the lives of women who wish to play an active role in their communities, widen their horizons and learn new skills. We want every woman in Leicestershire and Rutland to have the opportunity to join the WI and to put into practice the ideals for which we stand.

The Trustees confirm that they have referred to the guidance contained in the Charity's Commission general guidance on public benefit in determining the activities undertaken by the Charity.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 August 2024

##### **Achievements and performance**

This year has seen an upturn in activities, almost to pre-pandemic levels. Our programme of events for members has been well supported, with lunches, coach trips and workshops all proving popular.

Our Annual Meeting in March at Leicester Grammar School was very successful, with more members and delegates attending and a selection of stalls for them to browse. The Federation Holiday, this year to Harrogate, was enjoyed by more than one hundred members in January. In other events, we have continued to provide opportunities for members to meet and engage with each other and with the Federation, with fund raising as a secondary objective. We have introduced changes to our event booking processes, including optional online booking and payment.

WI House has been open throughout the year and is available for members to visit. We are grateful to those members and WIs who have helped with gardening and planting, and also for the generous donations we have received to provide new garden benches.

Membership numbers have remained at around 3,400, though again a number of WIs have closed in the year, mostly due to difficulties in recruiting officers. In addition to subscriptions received, other income was generated from the sale of quizzes and bulbs, from our Monthly Draw, the NFWI Raffle and the new NFWI Lottery.

Support to WIs has been provided through our small Adviser team, particularly on suspensions, through Officer Training and has been well-received by those attending. WIs have resumed a normal programme with regular face to face meetings, parties and outings. New this year was 'Have your say meetings' held around the County.

Once again, Board and Committee members contributed many hours of voluntary work to support the WIs and our members and our thanks go to them. The Office Assistant we welcomed last year has now taken on the Finance role. Our continued thanks go to all staff members for their hard work throughout the year.

We have kept in touch with members through County News, which is now published online and in paper format, through our website and our Facebook page. We have shared stories from the WIs of the many and varied activities and events they have organised for their members.

The Trustees are responsible for the upkeep of our headquarters, WI House and all essential maintenance has been carried out.

##### **Financial review**

All money received will be used to meet the charitable aims of the organisation, bearing in mind the trustees' responsibility to maintain the financial stability of the organisation and safeguard the assets. We aim to maintain a sufficient level of reserves to ensure continuity of LRFWI's activities.

Our main sources of funding are membership subscriptions and fundraising.

The accounts show an overall increase in funds for the year of £8,645 (2023 £3,381) before investment profits. Total movement of funds including investment profits show an increase of £16,137 (2023 £613).

##### **Plans for future periods**

After a considerable reduction in number of WIs and continued lower membership numbers, we will continue to promote the WI and the benefits of membership, and support our WIs and their officers. We will tailor Federation events to the needs of our members and seek to provide a variety of group sizes and activities both indoors and out. To continue Officer training in the House, for Officers to meet with other Officers.

**Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

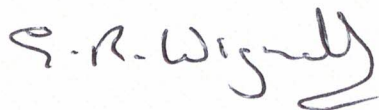
**Year ended 31 August 2024**

**Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 26 February 2025 and signed on behalf of the board of trustees by:

Mrs G Wignall  
Trustee



Mrs F M Hobbs  
Charity Secretary



# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Leicestershire and Rutland Federation of Women's Institutes

Year ended 31 August 2024

I report to the trustees on my examination of the financial statements of Leicestershire and Rutland Federation of Women's Institutes ('the charity') for the year ended 31 August 2024.

#### Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



Mr A W Stant FCA  
Independent Examiner

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

26 February 2025

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2024

		2024		2023	
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	51,876	–	51,876	44,022
Charitable activities	6	71,227	–	71,227	56,043
Other trading activities	7	3,241	–	3,241	5,003
Investment income	8	2,060	–	2,060	1,280
Other income	9	5,553	–	5,553	283
<b>Total income</b>		<u>133,957</u>	<u>–</u>	<u>133,957</u>	<u>106,631</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	10	1,912	–	1,912	1,454
Expenditure on charitable activities	11	123,400	–	123,400	101,796
<b>Total expenditure</b>		<u>125,312</u>	<u>–</u>	<u>125,312</u>	<u>103,250</u>
<b>Net income</b>		<u>8,645</u>	<u>–</u>	<u>8,645</u>	<u>3,381</u>
<b>Other recognised gains and losses</b>					
Other gains/(losses)		7,492	–	7,492	(2,768)
<b>Net movement in funds</b>		16,137	–	16,137	613
<b>Reconciliation of funds</b>					
Total funds brought forward		283,199	12,153	295,352	294,739
<b>Total funds carried forward</b>		<u>299,336</u>	<u>12,153</u>	<u>311,489</u>	<u>295,352</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Position

31 August 2024

	Note	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible fixed assets	16		10,494		10,746
Investments	17		<u>141,817</u>		<u>132,253</u>
			152,311		142,999
<b>Current assets</b>					
Stocks			–		568
Debtors	18		1,569		4,170
Cash at bank and in hand			<u>171,090</u>		<u>168,366</u>
			172,659		173,104
<b>Creditors: amounts falling due within one year</b>	19		<u>13,481</u>		<u>20,751</u>
<b>Net current assets</b>			<u>159,178</u>		<u>152,353</u>
<b>Total assets less current liabilities</b>			<u>311,489</u>		<u>295,352</u>
<b>Net assets</b>			<u>311,489</u>		<u>295,352</u>
<b>Funds of the charity</b>					
Restricted funds			12,153		12,153
Unrestricted funds			<u>299,336</u>		<u>283,199</u>
<b>Total charity funds</b>	21		<u>311,489</u>		<u>295,352</u>

For the year ending 31 August 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 9 to 16 form part of these financial statements.

# Leicestershire and Rutland Federation of Women's Institutes

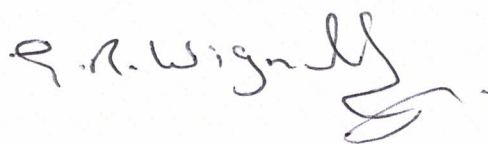
## Company Limited by Guarantee

### Statement of Financial Position *(continued)*

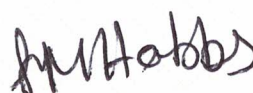
31 August 2024

These financial statements were approved by the board of trustees and authorised for issue on 26 February 2025, and are signed on behalf of the board by:

Mrs G Wignall  
Trustee

Handwritten signature of Mrs G Wignall in black ink.

Mrs F M Hobbs  
Trustee

Handwritten signature of Mrs F M Hobbs in black ink.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 August 2024

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is W I House, 135 Loughborough Road, Leicester, LE4 5LQ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

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 assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	25% straight line
Equipment	-	25% straight line

##### Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Limited by guarantee

The Federation is a company limited by guarantee and not having a share capital.

#### 5. Donations and legacies

	Unrestricted Funds £	<b>Total Funds 2024 £</b>	Unrestricted Funds £	Total Funds 2023 £
<b>Donations</b>				
Donations	689	<b>689</b>	1,414	1,414
<b>Subscriptions</b>				
Membership Fees	51,187	<b>51,187</b>	42,608	42,608
	<u>51,876</u>	<b><u>51,876</u></b>	<u>44,022</u>	<u>44,022</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 6. Charitable activities

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
County Activities	52,558	<b>52,558</b>	42,730	42,730
Committee Activities	18,669	<b>18,669</b>	13,313	13,313
	<u>71,227</u>	<u><b>71,227</b></u>	<u>56,043</u>	<u>56,043</u>

#### 7. Other trading activities

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Shop income	1,315	<b>1,315</b>	1,501	1,501
Newsletter income	1,926	<b>1,926</b>	3,502	3,502
	<u>3,241</u>	<u><b>3,241</b></u>	<u>5,003</u>	<u>5,003</u>

#### 8. Investment income

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Income from cash held in a UK investment portfolio	2,060	<b>2,060</b>	1,280	1,280

#### 9. Other income

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Other income	5,553	<b>5,553</b>	283	283

#### 10. Costs of other trading activities

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Costs of other trading activities - Shop costs	1,912	<b>1,912</b>	1,454	1,454

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 11. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
County Activities	47,995	<b>47,995</b>	38,296	38,296
Committee Activities	14,095	<b>14,095</b>	10,266	10,266
Support costs	61,310	<b>61,310</b>	53,234	53,234
	<u>123,400</u>	<u><b>123,400</b></u>	<u>101,796</u>	<u>101,796</u>

#### 12. Net income

Net income is stated after charging/(crediting):

	2024 £	2023 £
Depreciation of tangible fixed assets	<u>252</u>	<u>252</u>

#### 13. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,700</u>	<u>2,520</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024 £	2023 £
Wages and salaries	34,517	25,511
Employer contributions to pension plans	<u>481</u>	<u>309</u>
	<u><b>34,998</b></u>	<u><b>25,820</b></u>

The average head count of employees during the year was 3 (2023: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2024 No.	2023 No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 16. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Equipment £	Total £
<b>Cost</b>				
At 1 September 2023 and 31 August 2024	<u>9,989</u>	<u>22,690</u>	<u>13,956</u>	<u>46,635</u>
<b>Depreciation</b>				
At 1 September 2023	–	22,690	13,199	35,889
Charge for the year	–	–	252	252
At 31 August 2024	<u>–</u>	<u>22,690</u>	<u>13,451</u>	<u>36,141</u>
<b>Carrying amount</b>				
At 31 August 2024	<u>9,989</u>	<u>–</u>	<u>505</u>	<u>10,494</u>
At 31 August 2023	<u>9,989</u>	<u>–</u>	<u>757</u>	<u>10,746</u>

#### 17. Investments

	Cash or cash equivalents £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 September 2023	35,107	97,146	132,253
Additions	739	1,334	2,073
Fair value movements	–	7,491	7,491
At 31 August 2024	<u>35,846</u>	<u>105,971</u>	<u>141,817</u>
<b>Carrying amount</b>			
At 31 August 2024	<u>35,846</u>	<u>105,971</u>	<u>141,817</u>
At 31 August 2023	<u>35,107</u>	<u>97,146</u>	<u>132,253</u>

All investments shown above are held at valuation.

#### 18. Debtors

	2024 £	2023 £
Trade debtors	345	220
Prepayments and accrued income	1,224	1,240
Other debtors	–	2,710
	<u>1,569</u>	<u>4,170</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 19. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	308	478
Accruals and deferred income	3,600	2,710
Social security and other taxes	316	186
Other creditors	9,257	17,377
	<u>13,481</u>	<u>20,751</u>

#### 20. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £481 (2023: £309).

#### 21. Analysis of charitable funds

##### Unrestricted funds

	At 1 September 2023	Income £	Expenditure £	Gains and losses £	At 31 August 2024
General funds	258,199	133,957	(125,312)	7,492	274,336
Emergency Maintenance Fund	15,000	–	–	–	15,000
Membership Development	10,000	–	–	–	10,000
	<u>283,199</u>	<u>133,957</u>	<u>(125,312)</u>	<u>7,492</u>	<u>299,336</u>
	At 1 September 2022	Income £	Expenditure £	Gains and losses £	At 31 August 2023
General funds	257,586	106,631	(103,250)	(2,768)	258,199
Emergency Maintenance Fund	15,000	–	–	–	15,000
Membership Development	10,000	–	–	–	10,000
	<u>282,586</u>	<u>106,631</u>	<u>(103,250)</u>	<u>(2,768)</u>	<u>283,199</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2024

#### 21. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 September 2023 £	Income £	Expenditure £	Gains and losses £	At 31 August 2024 £
Headquarters Building Fund	9,989	–	–	–	9,989
Education and Travel Fund	2,164	–	–	–	2,164
	<u>12,153</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u>12,153</u>

	At 1 September 2022 £	Income £	Expenditure £	Gains and losses £	At 31 August 2023 £
Headquarters Building Fund	9,989	–	–	–	9,989
Education and Travel Fund	2,164	–	–	–	2,164
	<u>12,153</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u>12,153</u>

#### 22. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	505	9,989	10,494
Investments	141,817	–	141,817
Current assets	157,014	2,164	159,178
<b>Net assets</b>	<u>299,336</u>	<u>12,153</u>	<u>311,489</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	757	9,989	10,746
Investments	132,253	–	132,253
Current assets	150,189	2,164	152,353
<b>Net assets</b>	<u>283,199</u>	<u>12,153</u>	<u>295,352</u>

**LEICESTERSHIRE AND RUTLAND FEDERATION OF WOMEN'S INSTITUTES**

England & Wales - Charity number 1016766

---

# Accounts

---

COMPANY REGISTRATION NUMBER: 02769771

CHARITY REGISTRATION NUMBER: 1016766

**Leicestershire and Rutland Federation of Women's Institutes**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 August 2023**

**JOHNSON MURKETT & HURST**

Chartered Accountants

Rawdon House

Rawdon Terrace

Ashby de la Zouch

Leicestershire

LE65 2GN

# **Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 31 August 2023**

	<b>Pages</b>
Trustees' annual report (incorporating the director's report)	<b>1 to 4</b>
Independent examiner's report to the trustees	<b>5</b>
Statement of financial activities (including income and expenditure account)	<b>6</b>
Statement of financial position	<b>7 to 8</b>
Notes to the financial statements	<b>9 to 17</b>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 August 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2023.

#### Reference and administrative details

<b>Registered charity name</b>	Leicestershire and Rutland Federation of Women's Institutes
<b>Charity registration number</b>	1016766
<b>Company registration number</b>	02769771
<b>Principal office and registered office</b>	W I House 135 Loughborough Road Leicester LE4 5LQ

#### The trustees

Mrs G Wignall	
Mrs S Woollard	
Mrs J Kirk	
Mrs L Martin	
Mrs M Geary	
Mrs H Roythorne-Finch	(Retired 24 July 2023)
Mrs G Wooliscroft	
Mrs M Hobbs	
Mrs B Blackburn	
Mrs A Spanswick	(Retired 27 April 2023)
Mrs R Caves	
Mrs R Heyes	
Mrs S Lobb	
Mrs S Kirk	(Appointed 26 July 2023)

**Company secretary** Mrs L Martin

**Independent examiner** Mr A W Stant FCA  
Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2023

#### Structure, governance and management

The Leicestershire & Rutland Federation of WIs (LRFWI) represents the WI movement in Leicestershire and Rutland. We have 115 WIs with almost 3,500 members. The LRFWI acts as a conduit between the National Federation and the local WIs.

The Board of Trustees has up to 15 members who are elected every two years by the membership. The elected Trustees may co-opt additional members up to one third of their number. In-house training is offered by the NFWI and is taken up on a regular basis. Subcommittees are appointed by the Board and run events and courses for the members. Each WI sends a delegate to the LRFWI Annual Meeting. The office staff carry out the day to day office work, following decisions made by the Board.

The LRFWI's constitution is set out in its Articles of Association.

#### Risk Management

The Trustees actively review the risks which LRFWI faces on a regular basis and ensure that controls are in place to provide assurance against fraud and error. The Trustees believe that sufficient and appropriate plans are in place to mitigate against risks so far identified. These plans and procedures are reviewed regularly and systematically and upgraded or amended in the light of current circumstances.

#### Objectives and activities

The main purposes of the Women's Institute organisation are:

1. To advance the education of women and girls for the public benefit in all areas, including:

political and social issues - on a local, national and international scale  
cultural subjects - such as music and drama

interest areas - including agriculture, crafts, home economics, science and health

2. To promote sustainable development which meets the needs of future generations without compromising those of the present by:

educating people in the conservation of the environment and the responsible use of natural resources  
promoting sustainable growth economic growth

3. To advance public health

4. To advance public citizenship by promoting civic responsibility and volunteering

We want the WI to be an organisation of choice, inspiring and enriching the lives of women who wish to play an active role in their communities, widen their horizons and learn new skills. We want every woman in Leicestershire and Rutland to have the opportunity to join the WI and to put into practice the ideals for which we stand.

The Trustees confirm that they have referred to the guidance contained in the Charity's Commission general guidance on public benefit in determining the activities undertaken by the Charity.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 August 2023

##### **Achievements and performance**

This year has seen an upturn in activities, almost to pre-pandemic levels. Our programme of events for members has been well supported, with lunches, coach trips and workshops all proving popular.

Our Annual Meeting in March at Leicester Grammar School was very successful, with more members and delegates attending and a selection of stalls for them to browse. The Federation Holiday, this year to Bournemouth, was enjoyed by more than one hundred members in January. In other events, we have continued to provide opportunities for members to meet and engage with each other and with the Federation, with fund raising as a secondary objective. We have introduced changes to our event booking processes, including optional online booking and payment.

WI House has been open throughout the year and is available for members to visit. We are grateful to those members and WIs who have helped with gardening and planting, and also for the generous donations we have received to provide new garden benches.

Membership numbers have remained at around 3500, though again a number of WIs have closed in the year, mostly due to difficulties in recruiting officers. In addition to subscriptions received, other income was generated from the sale of quizzes and bulbs, from our Monthly Draw and from the NFWI Raffle.

Support to WIs has been provided through our small Adviser team, particularly on suspensions, though Officer Training has been provided and has been well-received by those attending. WIs have resumed a normal programme with regular face to face meetings, parties and outings.

Once again, Board and Committee members contributed many hours of voluntary work to support the WIs and our members and our thanks go to them. We have welcomed a new Federation Secretary and Office Assistant during the year and our thanks go to them and all staff members for their hard work throughout the year.

We have kept in touch with members through County News, which is now published online and in paper format, through our website and our Facebook page. We have shared stories from the WIs of the many and varied activities and events they have organised for their members.

The Trustees are responsible for the upkeep of our headquarters, WI House and all essential maintenance has been carried out.

##### **Financial review**

All money received will be used to meet the charitable aims of the organisation, bearing in mind the trustees' responsibility to maintain the financial stability of the organisation and safeguard the assets. We aim to maintain a sufficient level of reserves to ensure continuity of LRFWI's activities.

Our main sources of funding are membership subscriptions and fundraising.

The accounts show an overall increase in funds for the year of £3,381 before investment losses. Total movement of funds including investment losses show an increase of £613.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2023

#### Plans for future periods

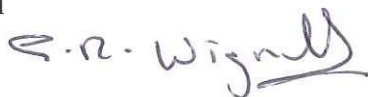
After a considerable reduction in number of WIs and continued lower membership numbers, we will continue to promote the WI and the benefits of membership, and support our WIs and their officers. We will tailor Federation events to the needs of our members and seek to provide a variety of group sizes and activities both indoors and out. We are actively exploring changes to our event booking processes, including online booking and payment for those who wish to do so.

#### Small company provisions

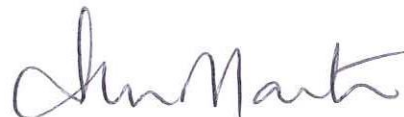
This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 24 January 2024 and signed on behalf of the board of trustees by:

Mrs G Wignall  
Trustee



Mrs L Martin  
Charity Secretary



## Leicestershire and Rutland Federation of Women's Institutes

### Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Leicestershire and Rutland Federation of Women's Institutes

Year ended 31 August 2023

I report to the trustees on my examination of the financial statements of Leicestershire and Rutland Federation of Women's Institutes ('the charity') for the year ended 31 August 2023.

#### Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



Mr A W Stant FCA  
Independent Examiner

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

2nd February 2024

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2023

		Unrestricted funds	2023 Restricted funds	Total funds	2022 Total funds
	Note	£	£	£	£
<b>Income and endowments</b>					
Donations and legacies	5	44,022	–	44,022	41,493
Charitable activities	6	56,043	–	56,043	62,878
Other trading activities	7	5,003	–	5,003	5,879
Investment income	8	1,280	–	1,280	786
Other income	9	283	–	283	1,264
<b>Total income</b>		<u>106,631</u>	<u>–</u>	<u>106,631</u>	<u>112,300</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	10	1,454	–	1,454	1,248
Expenditure on charitable activities	11	101,796	–	101,796	101,156
<b>Total expenditure</b>		<u>103,250</u>	<u>–</u>	<u>103,250</u>	<u>102,404</u>
<b>Net income</b>		<u>3,381</u>	<u>–</u>	<u>3,381</u>	<u>9,896</u>
<b>Other recognised gains and losses</b>					
Other gains/(losses)		(2,768)	–	(2,768)	(1,355)
<b>Net movement in funds</b>		613	–	613	8,541
<b>Reconciliation of funds</b>					
Total funds brought forward		282,586	12,153	294,739	286,198
<b>Total funds carried forward</b>		<u>283,199</u>	<u>12,153</u>	<u>295,352</u>	<u>294,739</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Position

31 August 2023

	Note	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible fixed assets	16		10,746		9,989
Investments	17		132,253		133,905
			<u>142,999</u>		<u>143,894</u>
<b>Current assets</b>					
Stocks		568		883	
Debtors	18	4,170		2,541	
Cash at bank and in hand		168,366		169,166	
		<u>173,104</u>		<u>172,590</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>20,751</u>		<u>21,745</u>	
<b>Net current assets</b>			<u>152,353</u>		<u>150,845</u>
<b>Total assets less current liabilities</b>			<u>295,352</u>		<u>294,739</u>
<b>Net assets</b>			<u>295,352</u>		<u>294,739</u>
<b>Funds of the charity</b>					
Restricted funds			12,153		12,153
Unrestricted funds			283,199		282,586
<b>Total charity funds</b>	22		<u>295,352</u>		<u>294,739</u>

For the year ending 31 August 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 9 to 17 form part of these financial statements.

**Leicestershire and Rutland Federation of Women's Institutes**

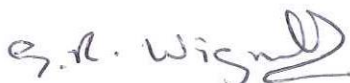
**Company Limited by Guarantee**

**Statement of Financial Position** *(continued)*

**31 August 2023**

These financial statements were approved by the board of trustees and authorised for issue on 24 January 2024, and are signed on behalf of the board by:

Mrs G Wignall  
Trustee



Mrs L Martin  
Trustee



# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 August 2023

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is W I House, 135 Loughborough Road, Leicester, LE4 5LQ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

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 assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	25% straight line
Equipment	-	25% straight line

##### Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

##### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Limited by guarantee

The Federation is a company limited by guarantee and not having a share capital.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
<b>Donations</b>				
Donations	1,414	1,414	956	956
<b>Grants</b>				
Government grant income	–	–	740	740
<b>Subscriptions</b>				
Membership Fees	42,608	42,608	39,797	39,797
	<u>44,022</u>	<u>44,022</u>	<u>41,493</u>	<u>41,493</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
County Activities	42,730	42,730	47,829	47,829
Committee Activities	13,313	13,313	15,049	15,049
	<u>56,043</u>	<u>56,043</u>	<u>62,878</u>	<u>62,878</u>

#### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Shop income	1,501	1,501	2,212	2,212
Newsletter income	3,502	3,502	3,667	3,667
	<u>5,003</u>	<u>5,003</u>	<u>5,879</u>	<u>5,879</u>

#### 8. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Income from cash held in a UK investment portfolio	1,280	1,280	786	786

#### 9. Other income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Other income	283	283	1,264	1,264

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 10. Costs of other trading activities

	Unrestricted Funds £	<b>Total Funds 2023 £</b>	Unrestricted Funds £	Total Funds 2022 £
Costs of other trading activities - Shop costs	1,454	<u>1,454</u>	1,248	<u>1,248</u>

#### 11. Expenditure on charitable activities by fund type

	Unrestricted Funds £	<b>Total Funds 2023 £</b>	Unrestricted Funds £	Total Funds 2022 £
County Activities	38,296	<b>38,296</b>	41,065	41,065
Committee Activities	10,266	<b>10,266</b>	9,821	9,821
Support costs	53,234	<b>53,234</b>	50,270	50,270
	<u>101,796</u>	<u><b>101,796</b></u>	<u>101,156</u>	<u>101,156</u>

#### 12. Net income

Net income is stated after charging/(crediting):

	2023 £	2022 £
Depreciation of tangible fixed assets	<u>252</u>	<u>584</u>

#### 13. Independent examination fees

	2023 £	2022 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,520</u>	<u>2,520</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2023 £	2022 £
Wages and salaries	25,511	24,004
Employer contributions to pension plans	309	303
	<u>25,820</u>	<u>24,307</u>

The average head count of employees during the year was 3 (2022: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2023 No.	2022 No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 16. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Equipment £	Total £
<b>Cost</b>				
At 1 September 2022	9,989	22,690	12,947	45,626
Additions	–	–	1,009	1,009
<b>At 31 August 2023</b>	<u>9,989</u>	<u>22,690</u>	<u>13,956</u>	<u>46,635</u>
<b>Depreciation</b>				
At 1 September 2022	–	22,690	12,947	35,637
Charge for the year	–	–	252	252
<b>At 31 August 2023</b>	<u>–</u>	<u>22,690</u>	<u>13,199</u>	<u>35,889</u>
<b>Carrying amount</b>				
<b>At 31 August 2023</b>	<u>9,989</u>	<u>–</u>	<u>757</u>	<u>10,746</u>
At 31 August 2022	<u>9,989</u>	<u>–</u>	<u>–</u>	<u>9,989</u>

#### 17. Investments

	Cash or cash equivalents £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 September 2022	34,836	99,069	133,905
Additions	271	845	1,116
Fair value movements	–	(2,768)	(2,768)
<b>At 31 August 2023</b>	<u>35,107</u>	<u>97,146</u>	<u>132,253</u>
<b>Carrying amount</b>			
<b>At 31 August 2023</b>	<u>35,107</u>	<u>97,146</u>	<u>132,253</u>
At 31 August 2022	<u>34,836</u>	<u>99,069</u>	<u>133,905</u>

All investments shown above are held at valuation.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 18. Debtors

	2023	2022
	£	£
Trade debtors	220	1,329
Prepayments and accrued income	1,240	1,012
Other debtors	2,710	200
	<u>4,170</u>	<u>2,541</u>

#### 19. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	478	446
Accruals and deferred income	2,710	2,520
Social security and other taxes	186	189
Other creditors	17,377	18,590
	<u>20,751</u>	<u>21,745</u>

#### 20. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £309 (2022: £303).

#### 21. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2023	2022
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>—</u>	<u>740</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 22. Analysis of charitable funds

##### Unrestricted funds

	At 1 September 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 August 20 23 £
General funds	257,586	106,631	(103,250)	–	(2,768)	258,199
Emergency Maintenance Fund	15,000	–	–	–	–	15,000
Kitchen upgrade	–	–	–	–	–	–
Communications	–	–	–	–	–	–
Membership Development	10,000	–	–	–	–	10,000
	<u>282,586</u>	<u>106,631</u>	<u>(103,250)</u>	<u>–</u>	<u>(2,768)</u>	<u>283,199</u>

	At 1 September 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 August 20 22 £
General funds	243,460	112,300	(101,819)	5,000	(1,355)	257,586
Emergency Maintenance Fund	15,000	–	–	–	–	15,000
Kitchen upgrade	5,000	–	–	(5,000)	–	–
Communications	585	–	(585)	–	–	–
Membership Development	10,000	–	–	–	–	10,000
	<u>274,045</u>	<u>112,300</u>	<u>(102,404)</u>	<u>–</u>	<u>(1,355)</u>	<u>282,586</u>

## Leicestershire and Rutland Federation of Women's Institutes

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2023

#### 22. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 September 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 August 20 23 £
Headquarters						
Building Fund	9,989	-	-	-	-	9,989
Education and Travel Fund	<u>2,164</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,164</u>
	<u>12,153</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,153</u>

	At 1 September 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 August 20 22 £
Headquarters						
Building Fund	9,989	-	-	-	-	9,989
Education and Travel Fund	<u>2,164</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,164</u>
	<u>12,153</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12,153</u>

#### 23. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	757	9,989	10,746
Investments	132,253	-	132,253
Current assets	<u>150,189</u>	<u>2,164</u>	<u>152,353</u>
<b>Net assets</b>	<u>283,199</u>	<u>12,153</u>	<u>295,352</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	-	9,989	9,989
Investments	133,905	-	133,905
Current assets	<u>148,681</u>	<u>2,164</u>	<u>150,845</u>
<b>Net assets</b>	<u>282,586</u>	<u>12,153</u>	<u>294,739</u>

**LEICESTERSHIRE AND RUTLAND FEDERATION OF WOMEN'S INSTITUTES**

England & Wales - Charity number 1016766

---

# Accounts

---

COMPANY REGISTRATION NUMBER: 02769771

CHARITY REGISTRATION NUMBER: 1016766

**Leicestershire and Rutland Federation of Women's Institutes**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 August 2022**

**JOHNSON MURKETT & HURST**

Chartered Accountants  
Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# **Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 31 August 2022**

	<b>Pages</b>
Trustees' annual report (incorporating the director's report)	<b>1 to 4</b>
Independent examiner's report to the trustees	<b>5</b>
Statement of financial activities (including income and expenditure account)	<b>6</b>
Statement of financial position	<b>7 to 8</b>
Notes to the financial statements	<b>9 to 17</b>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 August 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2022.

#### Reference and administrative details

<b>Registered charity name</b>	Leicestershire and Rutland Federation of Women's Institutes
<b>Charity registration number</b>	1016766
<b>Company registration number</b>	02769771
<b>Principal office and registered office</b>	W I House 135 Loughborough Road Leicester LE4 5LQ

#### The trustees

Mrs G Wignall	
Mrs S Woollard	
Mrs J Kirk	
Mrs L Martin	
Mrs M Geary	
Mrs H Roythorne-Finch	
Mrs G Wooliscroft	
Mrs M Hobbs	
Mrs B Blackburn	
Mrs A Spanswick	
Mrs R Caves	(Appointed 25 May 2022)
Mrs R Heyes	(Appointed 25 May 2022)
Mrs S Lobb	(Appointed 20 July 2022)

**Company secretary** Mrs L Martin

**Independent examiner** Mr A W Stant FCA  
Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

## **Leicestershire and Rutland Federation of Women's Institutes**

### **Company Limited by Guarantee**

#### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 August 2022**

#### **Structure, governance and management**

The Leicestershire & Rutland Federation of WIs (LRFWI) represents the WI movement in Leicestershire and Rutland. We have 115 WIs with almost 3,500 members. The LRFWI acts as a conduit between the National Federation and the local WIs.

The Board of Trustees has up to 15 members who are elected every two years by the membership. The elected Trustees may co-opt additional members up to one third of their number. In-house training is offered by the NFWI and is taken up on a regular basis. Subcommittees are appointed by the Board and run events and courses for the members. Each WI sends a delegate to the LRFWI Annual Meeting. The office staff carry out the day to day office work, following decisions made by the Board.

The LRFWI's constitution is set out in its Articles of Association.

#### **Risk Management**

The Trustees actively review the risks which LRFWI faces on a regular basis and ensure that controls are in place to provide assurance against fraud and error. The Trustees believe that sufficient and appropriate plans are in place to mitigate against risks so far identified. These plans and procedures are reviewed regularly and systematically and upgraded or amended in the light of current circumstances.

#### **Objectives and activities**

The main purposes of the Women's Institute organisation are:

1. To advance the education of women and girls for the public benefit in all areas, including:

political and social issues - on a local, national and international scale  
cultural subjects - such as music and drama  
interest areas - including agriculture, crafts, home economics, science and health

2. To promote sustainable development which meets the needs of future generations without compromising those of the present by:

educating people in the conservation of the environment and the responsible use of natural resources  
promoting sustainable growth economic growth

3. To advance public health

4. To advance public citizenship by promoting civic responsibility and volunteering

We want the WI to be an organisation of choice, inspiring and enriching the lives of women who wish to play an active role in their communities, widen their horizons and learn new skills. We want every woman in Leicestershire and Rutland to have the opportunity to join the WI and to put into practice the ideals for which we stand.

The Trustees confirm that they have referred to the guidance contained in the Charity's Commission general guidance on public benefit in determining the activities undertaken by the Charity.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 August 2022

##### **Achievements and performance**

The beginning of the year saw a gradual recovery from the impact of the Covid 19 pandemic. WI House was reopened and all staff were again working from the House, though in some cases on reduced hours. Our programme of events for members recommenced, initially with walks and other outdoor activities.

We were delighted to be able to hold our Annual Meeting in March in person once again, though numbers were much reduced, and the event was very successful. We also celebrated the Queen's Platinum Jubilee with two events which included a display of Coronation memorabilia and which were very much enjoyed by those who took part. We were able to reinstate the Federation Holiday and over one hundred members enjoyed a week in Torquay in January. Many of our members have been understandably concerned about the continuing risks of social interaction, and our focus for all of these events has been to provide opportunities for members to meet and engage with each other and with the Federation, rather than solely fund raising.

Subscriptions were received between May and July with membership numbers broadly similar to 2021 though a number of WIs have closed in the year. Other income was generated from the sale of quizzes and bulbs, from our Monthly Draw and from the NFWI Raffle.

Support to WIs has been provided through our Adviser team which is now much reduced in numbers and has had to focus mainly on suspensions, though Officer Training has been provided and has been well-received by those attending. WIs gradually returned to regular face to face meetings.

Once again, Board and Committee members contributed many hours of voluntary work to support the WIs and our members and our thanks go to them. Committee meetings gradually returned to normal, with occasional use of hybrid and online meetings. Our thanks go particularly to our Federation Secretary who has worked hard throughout the period to support these meetings and to keep basic services open to WIs.

We have kept in touch with members through County News, which is now published online and in paper format, through our website and our Facebook page. We have shared many stories from the WIs of support for their members and the joy of meeting again in person.

The Trustees are responsible for the upkeep of our headquarters, WI House. Roof repairs, window replacement and other essential maintenance work have been carried out. Covid precautions have now been reduced but are kept regularly under review.

##### **Financial review**

All money received will be used to meet the charitable aims of the organisation, bearing in mind the trustees' responsibility to maintain the financial stability of the organisation and safeguard the assets. We aim to maintain a sufficient level of reserves to ensure continuity of LRFWI's activities.

Our main sources of funding are membership subscriptions and fundraising.

The accounts show an overall increase in funds for the year of £9,896 before investment gains. Total movement of funds including investment losses show an increase of £8,541.

**Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 August 2022**

**Plans for future periods**

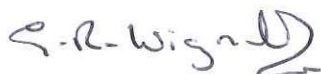
After a considerable reduction in number of WIs and continued lower membership numbers, we will continue to promote the WI and the benefits of membership, and support our WIs and their officers. We will tailor Federation events to the needs of our members and seek to provide a variety of group sizes and activities both indoors and out. We are actively exploring changes to our event booking processes, including online booking and payment for those who wish to do so.

**Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 22/2/23 and signed on behalf of the board of trustees by:

Mrs G Wignall  
Trustee



Mrs L Martin  
Charity Secretary



# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Leicestershire and Rutland Federation of Women's Institutes

Year ended 31 August 2022

I report to the trustees on my examination of the financial statements of Leicestershire and Rutland Federation of Women's Institutes ('the charity') for the year ended 31 August 2022.

#### Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



Mr A W Stant FCA  
Independent Examiner

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

28 February 2023

## Leicestershire and Rutland Federation of Women's Institutes

### Company Limited by Guarantee

#### Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
Note					
<b>Income and endowments</b>					
Donations and legacies	5	41,493	–	41,493	51,652
Charitable activities	6	62,878	–	62,878	6,047
Other trading activities	7	5,879	–	5,879	2,848
Investment income	8	786	–	786	749
Other income	9	1,264	–	1,264	4,246
<b>Total income</b>		<u>112,300</u>	<u>–</u>	<u>112,300</u>	<u>65,542</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	10	1,248	–	1,248	1,798
Expenditure on charitable activities	11	101,156	–	101,156	55,590
<b>Total expenditure</b>		<u>102,404</u>	<u>–</u>	<u>102,404</u>	<u>57,388</u>
<b>Net income</b>		<u>9,896</u>	<u>–</u>	<u>9,896</u>	<u>8,154</u>
<b>Other recognised gains and losses</b>					
Other gains/(losses)		(1,355)	–	(1,355)	11,693
<b>Net movement in funds</b>		8,541	–	8,541	19,847
<b>Reconciliation of funds</b>					
Total funds brought forward		274,045	12,153	286,198	266,351
<b>Total funds carried forward</b>		<u>282,586</u>	<u>12,153</u>	<u>294,739</u>	<u>286,198</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Position

31 August 2022

	Note	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible fixed assets	16		9,989		10,573
Investments	17		<u>133,905</u>		<u>134,429</u>
			<b>143,894</b>		<b>145,002</b>
<b>Current assets</b>					
Stocks		883		698	
Debtors	18	2,541		1,397	
Cash at bank and in hand		<u>169,166</u>		<u>152,517</u>	
		<b>172,590</b>		<b>154,612</b>	
<b>Creditors: amounts falling due within one year</b>	19	<u>21,745</u>		<u>13,416</u>	
<b>Net current assets</b>			<b>150,845</b>		<b>141,196</b>
<b>Total assets less current liabilities</b>			<b>294,739</b>		<b>286,198</b>
<b>Net assets</b>			<b>294,739</b>		<b>286,198</b>
<b>Funds of the charity</b>					
Restricted funds			12,153		12,153
Unrestricted funds			<u>282,586</u>		<u>274,045</u>
<b>Total charity funds</b>	22		<b>294,739</b>		<b>286,198</b>

For the year ending 31 August 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 9 to 17 form part of these financial statements.

**Leicestershire and Rutland Federation of Women's Institutes**

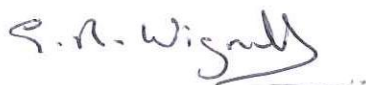
**Company Limited by Guarantee**

**Statement of Financial Position** *(continued)*

**31 August 2022**

These financial statements were approved by the board of trustees and authorised for issue on 22/2/23  
and are signed on behalf of the board by:

Mrs G Wignall  
Trustee



Mrs L Martin  
Trustee



# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year ended 31 August 2022

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is W I House, 135 Loughborough Road, Leicester, LE4 5LQ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2022

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

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 assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	25% straight line
Equipment	-	25% straight line

##### Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2022

#### 3. Accounting policies *(continued)*

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

##### Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Limited by guarantee

The Federation is a company limited by guarantee and not having a share capital.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2022

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
<b>Donations</b>				
Donations	956	956	3,625	3,625
<b>Grants</b>				
Government grant income	740	740	9,308	9,308
<b>Subscriptions</b>				
Membership Fees	39,797	39,797	38,719	38,719
	<u>41,493</u>	<u>41,493</u>	<u>51,652</u>	<u>51,652</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
County Activities	47,829	47,829	4,047	4,047
Committee Activities	15,049	15,049	2,000	2,000
	<u>62,878</u>	<u>62,878</u>	<u>6,047</u>	<u>6,047</u>

#### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Shop income	2,212	2,212	2,035	2,035
Newsletter income	3,667	3,667	813	813
	<u>5,879</u>	<u>5,879</u>	<u>2,848</u>	<u>2,848</u>

#### 8. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Income from cash held in a UK investment portfolio	786	786	749	749

#### 9. Other income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Other income	1,264	1,264	4,246	4,246

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2022

#### 10. Costs of other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Costs of other trading activities - Shop costs	<u>1,248</u>	<u>1,248</u>	<u>1,798</u>	<u>1,798</u>

#### 11. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
County Activities	41,065	<b>41,065</b>	4,549	4,549
Committee Activities	9,821	<b>9,821</b>	555	555
Support costs	<u>50,270</u>	<u><b>50,270</b></u>	<u>50,486</u>	<u>50,486</u>
	<u>101,156</u>	<u><b>101,156</b></u>	<u>55,590</u>	<u>55,590</u>

#### 12. Net income

Net income is stated after charging/(crediting):

	2022 £	2021 £
Depreciation of tangible fixed assets	<u>584</u>	<u>1,578</u>

#### 13. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,520</u>	<u>2,520</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	<b>24,004</b>	24,658
Employer contributions to pension plans	<b>303</b>	261
	<u><b>24,307</b></u>	<u>24,919</u>

The average head count of employees during the year was 3 (2021: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2022 No.	2021 No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2022

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 16. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Equipment £	Total £
<b>Cost</b>				
At 1 September 2021 and 31 August 2022	<u>9,989</u>	<u>22,690</u>	<u>12,947</u>	<u>45,626</u>
<b>Depreciation</b>				
At 1 September 2021	–	22,690	12,363	35,053
Charge for the year	–	–	584	584
At 31 August 2022	<u>–</u>	<u>22,690</u>	<u>12,947</u>	<u>35,637</u>
<b>Carrying amount</b>				
At 31 August 2022	<u>9,989</u>	<u>–</u>	<u>–</u>	<u>9,989</u>
At 31 August 2021	<u>9,989</u>	<u>–</u>	<u>584</u>	<u>10,573</u>

#### 17. Investments

	Cash or cash equivalents £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 September 2021	34,815	99,614	134,429
Additions	21	810	831
Fair value movements	–	(1,355)	(1,355)
At 31 August 2022	<u>34,836</u>	<u>99,069</u>	<u>133,905</u>
<b>Carrying amount</b>			
At 31 August 2022	<u>34,836</u>	<u>99,069</u>	<u>133,905</u>
At 31 August 2021	<u>34,815</u>	<u>99,614</u>	<u>134,429</u>

All investments shown above are held at valuation.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2022

#### 18. Debtors

	2022	2021
	£	£
Trade debtors	1,329	118
Prepayments and accrued income	1,012	1,079
Other debtors	200	200
	<u>2,541</u>	<u>1,397</u>

#### 19. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	446	254
Accruals and deferred income	2,520	2,520
Social security and other taxes	189	219
Other creditors	18,590	10,423
	<u>21,745</u>	<u>13,416</u>

#### 20. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £303 (2021: £261).

#### 21. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2022	2021
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>740</u>	<u>9,308</u>

**LEICESTERSHIRE AND RUTLAND FEDERATION OF WOMEN'S INSTITUTES**

England & Wales - Charity number 1016766

---

# Accounts

---

COMPANY REGISTRATION NUMBER: 02769771

CHARITY REGISTRATION NUMBER: 1016766

**Leicestershire and Rutland Federation of Women's Institutes**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 August 2021**

**JOHNSON MURKETT & HURST**

Chartered Accountants

Rawdon House

Rawdon Terrace

Ashby de la Zouch

Leicestershire

LE65 2GN

# **Leicestershire and Rutland Federation of Women's Institutes**

## **Company Limited by Guarantee**

### **Financial Statements**

**Year ended 31 August 2021**

	<b>Pages</b>
Trustees' annual report (incorporating the director's report)	<b>1 to 4</b>
Independent examiner's report to the trustees	<b>5</b>
Statement of financial activities (including income and expenditure account)	<b>6</b>
Statement of financial position	<b>7 to 8</b>
Notes to the financial statements	<b>9 to 17</b>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 August 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2021.

#### Reference and administrative details

<b>Registered charity name</b>	Leicestershire and Rutland Federation of Women's Institutes
<b>Charity registration number</b>	1016766
<b>Company registration number</b>	02769771
<b>Principal office and registered office</b>	W I House 135 Loughborough Road Leicester LE4 5LQ

#### The trustees

Mrs G Wignall	
Mrs S Woollard	
Mrs J Kirk	
Mrs R Caves	(Retired 27 January 2021)
Mrs L Martin	
Mrs M Geary	
Mrs C Robertson Smith	(Retired 28 April 2021)
Mrs H Roythorne-Finch	
Mrs G Wooliscroft	
Mrs M Hobbs	
Mrs A Allison	(Retired 6 March 2021)
Mrs B Blackburn	(Appointed 24 February 2021)
Mrs A Spanswick	(Appointed 23 June 2021)

**Company secretary** Mrs L Martin

**Independent examiner** Mr A W Stant FCA  
Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 August 2021

#### Structure, governance and management

The Leicestershire & Rutland Federation of WIs (LRFWI) represents the WI movement in Leicestershire and Rutland. We have 124 WIs with almost 3,500 members. The LRFWI acts as a conduit between the National Federation and the local WIs.

The Board of Trustees has up to 15 members who are elected every two years by the membership. The elected Trustees may co-opt additional members up to one third of their number. In-house training is offered by the NFWI and is taken up on a regular basis. Subcommittees are appointed by the Board and run events and courses for the members. Each WI sends a delegate to the LRFWI Annual Meeting. The office staff carry out the day to day office work, following decisions made by the Board.

The LRFWI's constitution is set out in its Articles of Association.

#### Risk Management

The Trustees actively review the risks which LRFWI faces on a regular basis and ensure that controls are in place to provide assurance against fraud and error. The Trustees believe that sufficient and appropriate plans are in place to mitigate against risks so far identified. These plans and procedures are reviewed regularly and systematically and upgraded or amended in the light of current circumstances.

#### Objectives and activities

The main purposes of the Women's Institute organisation are:

1. To advance the education of women and girls for the public benefit in all areas, including:

political and social issues - on a local, national and international scale  
cultural subjects - such as music and drama

interest areas - including agriculture, crafts, home economics, science and health

2. To promote sustainable development which meets the needs of future generations without compromising those of the present by:

educating people in the conservation of the environment and the responsible use of natural resources  
promoting sustainable growth economic growth

3. To advance public health

4. To advance public citizenship by promoting civic responsibility and volunteering

We want the WI to be an organisation of choice, inspiring and enriching the lives of women who wish to play an active role in their communities, widen their horizons and learn new skills. We want every woman in Leicestershire and Rutland to have the opportunity to join the WI and to put into practice the ideals for which we stand.

The Trustees confirm that they have referred to the guidance contained in the Charity's Commission general guidance on public benefit in determining the activities undertaken by the Charity.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 August 2021

##### **Achievements and performance**

The Covid 19 pandemic continued to have a major impact on our activities, with periods of total lockdown and restrictions on numbers allowed to meet whether indoors or out. WI House was closed and all staff except the Federation Secretary were furloughed for most of the year. We received support from the Job Retention Scheme throughout the year to pay staff salaries. We also benefitted from the Government scheme for support of charities and businesses forced to curtail their activities.

Our Annual Meeting in March was held on Zoom, with electronic voting from the delegates and two speakers. This innovation was well received by those who attended but we were conscious of those members and delegates who could not attend a meeting in that format. We also had a series of free Zoom speakers during the Spring to provide information, education and an opportunity to meet to our members.

Subscriptions were received between May and July with membership numbers down by nearly fifteen per cent. As in 2020 we received income from the sale of quizzes and bulbs but it was not possible to generate other fundraising income due to Government restrictions, until the final months of the year when we tentatively resumed fundraising activities with outdoor events including walks and garden visits. Support to WIs through our Adviser team continued to be very important though possible only by telephone or on-line. Many WIs were not able to meet at all and some were suspended.

Once again, Board and Committee members contributed many hours of voluntary work to support the WIs and our members and our thanks go to them. Committee meetings continued to be held mainly online and our thanks go particularly to our Federation Secretary who has worked hard throughout the period to support these meetings and to keep basic services open to WIs.

We have kept in touch with members through County News, which is now online, through our website and our Facebook page. We have shared the many stories from the WIs of support for their members and the first steps towards meeting again in person.

The Trustees are responsible for the upkeep of our headquarters, WI House. External painting, roof repairs and other essential maintenance work have been carried out. A Covid risk assessment has been carried out and is regularly reviewed and updated as the House begins to re-open.

##### **Financial review**

All money received will be used to meet the charitable aims of the organisation, bearing in mind the trustees' responsibility to maintain the financial stability of the organisation and safeguard the assets. We aim to maintain a sufficient level of reserves to ensure continuity of LRFWI's activities.

Our main sources of funding are membership subscriptions and fundraising.

The accounts show an overall increase in funds for the year of £8,154 before investment gains. Total movement of funds including investment gains show an increase of £12,872.

##### **Plans for future periods**

After a considerable reduction in numbers of members and WIs, we will continue to promote the WI and the benefits of membership, and support our WIs as they return to face to face meetings and deal with the continuing restrictions. We will tailor Federation events to the needs of our members, with a preference for smaller groups and outdoor activities where possible.

**Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

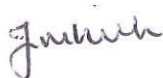
**Year ended 31 August 2021**

**Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 28 January 2022 and signed on behalf of the board of trustees by:

Mrs J Kirk  
Trustee



Mrs L Martin  
Charity Secretary



# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Independent Examiner's Report to the Trustees of Leicestershire and Rutland Federation of Women's Institutes

Year ended 31 August 2021

I report to the trustees on my examination of the financial statements of Leicestershire and Rutland Federation of Women's Institutes ('the charity') for the year ended 31 August 2021.

#### Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.



Mr A W Stant FCA  
Independent Examiner

Rawdon House  
Rawdon Terrace  
Ashby de la Zouch  
Leicestershire  
LE65 2GN

28 January 2022

## Leicestershire and Rutland Federation of Women's Institutes

### Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
	Note				
<b>Income and endowments</b>					
Donations and legacies	5	51,652	–	51,652	49,738
Charitable activities	6	6,047	–	6,047	56,224
Other trading activities	7	2,848	–	2,848	11,199
Investment income	8	749	–	749	1,306
Other income	9	4,246	–	4,246	292
<b>Total income</b>		<u>65,542</u>	<u>–</u>	<u>65,542</u>	<u>118,759</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	10	1,798	–	1,798	6,791
Expenditure on charitable activities	11	55,590	–	55,590	106,527
<b>Total expenditure</b>		<u>57,388</u>	<u>–</u>	<u>57,388</u>	<u>113,318</u>
<b>Net income</b>		<u>8,154</u>	<u>–</u>	<u>8,154</u>	<u>5,441</u>
<b>Other recognised gains and losses</b>					
Other gains/(losses) user defined 1		11,693	–	11,693	2,049
<b>Net movement in funds</b>		19,847	–	19,847	7,490
<b>Reconciliation of funds</b>					
Total funds brought forward		254,198	12,153	266,351	258,861
<b>Total funds carried forward</b>		<u>274,045</u>	<u>12,153</u>	<u>286,198</u>	<u>266,351</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Statement of Financial Position

31 August 2021

	Note	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible fixed assets	16		10,573		12,151
Investments	17		134,429		121,557
			<u>145,002</u>		<u>133,708</u>
<b>Current assets</b>					
Stocks		698		1,211	
Debtors	18	1,397		7,255	
Cash at bank and in hand		152,517		138,256	
		<u>154,612</u>		<u>146,722</u>	
<b>Creditors: amounts falling due within one year</b>	19	<u>13,416</u>		<u>14,079</u>	
<b>Net current assets</b>			141,196		132,643
<b>Total assets less current liabilities</b>			<u>286,198</u>		<u>266,351</u>
<b>Net assets</b>			<u>286,198</u>		<u>266,351</u>
<b>Funds of the charity</b>					
Restricted funds			12,153		12,153
Unrestricted funds			274,045		254,198
<b>Total charity funds</b>	22		<u>286,198</u>		<u>266,351</u>

For the year ending 31 August 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 9 to 17 form part of these financial statements.

**Leicestershire and Rutland Federation of Women's Institutes**

**Company Limited by Guarantee**

**Statement of Financial Position** *(continued)*

**31 August 2021**

These financial statements were approved by the board of trustees and authorised for issue on 28 January 2022, and are signed on behalf of the board by:

Mrs J Kirk  
Trustee



Mrs L Martin  
Trustee



# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 August 2021

#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is W I House, 135 Loughborough Road, Leicester, LE4 5LQ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

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 assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	25% straight line
Equipment	-	25% straight line

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 3. Accounting policies *(continued)*

##### **Investments**

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### **Stocks**

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

##### **Government grants**

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

##### **Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 August 2021

#### 4. Limited by guarantee

The Federation is a company limited by guarantee and not having a share capital.

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
<b>Donations</b>				
Donations	3,625	3,625	1,341	1,341
<b>Grants</b>				
Government grant income	9,308	9,308	5,051	5,051
<b>Subscriptions</b>				
Membership Fees	38,719	38,719	43,346	43,346
	<u>51,652</u>	<u>51,652</u>	<u>49,738</u>	<u>49,738</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
County Activities	4,047	4,047	40,924	40,924
Committee Activities	2,000	2,000	15,300	15,300
	<u>6,047</u>	<u>6,047</u>	<u>56,224</u>	<u>56,224</u>

#### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Shop income	2,035	2,035	2,601	2,601
Newsletter income	813	813	8,598	8,598
	<u>2,848</u>	<u>2,848</u>	<u>11,199</u>	<u>11,199</u>

#### 8. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Income from cash held in a UK investment portfolio	749	749	1,306	1,306

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 9. Other income

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Other income	4,246	4,246	292	292

#### 10. Costs of other trading activities

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Costs of other trading activities - Shop costs	1,798	1,798	2,709	2,709
Newsletter costs	–	–	4,082	4,082
	<u>1,798</u>	<u>1,798</u>	<u>6,791</u>	<u>6,791</u>

#### 11. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
County Activities	4,549	4,549	35,801	35,801
Committee Activities	555	555	14,101	14,101
Support costs	50,486	50,486	56,625	56,625
	<u>55,590</u>	<u>55,590</u>	<u>106,527</u>	<u>106,527</u>

#### 12. Net income

Net income is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation of tangible fixed assets	<u>1,578</u>	<u>1,996</u>

#### 13. Independent examination fees

	2021	2020
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,520</u>	<u>2,520</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2021</b>	2020
	<b>£</b>	£
Wages and salaries	24,658	31,327
Employer contributions to pension plans	261	316
	<u>24,919</u>	<u>31,643</u>

The average head count of employees during the year was Nil (2020: Nil). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2021</b>	2020
	<b>No.</b>	No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 16. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Equipment £	<b>Total £</b>
<b>Cost</b>				
<b>At 1 September 2020 and 31 August 2021</b>	<u>9,989</u>	<u>22,690</u>	<u>12,947</u>	<u>45,626</u>
<b>Depreciation</b>				
At 1 September 2020	–	21,697	11,778	33,475
Charge for the year	–	993	585	1,578
<b>At 31 August 2021</b>	<u>–</u>	<u>22,690</u>	<u>12,363</u>	<u>35,053</u>
<b>Carrying amount</b>				
<b>At 31 August 2021</b>	<u>9,989</u>	<u>–</u>	<u>584</u>	<u>10,573</u>
At 31 August 2020	<u>9,989</u>	<u>993</u>	<u>1,169</u>	<u>12,151</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 17. Investments

	Cash or cash equivalents £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 September 2020	34,558	86,999	121,557
Additions	257	922	1,179
Fair value movements	–	11,693	11,693
<b>At 31 August 2021</b>	<u>34,815</u>	<u>99,614</u>	<u>134,429</u>
<b>Carrying amount</b>			
At 31 August 2021	<u>34,815</u>	<u>99,614</u>	<u>134,429</u>
At 31 August 2020	<u>34,558</u>	<u>86,999</u>	<u>121,557</u>

All investments shown above are held at valuation.

#### 18. Debtors

	2021 £	2020 £
Trade debtors	118	2,050
Prepayments and accrued income	1,079	1,649
Other debtors	200	3,556
	<u>1,397</u>	<u>7,255</u>

#### 19. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	254	1,087
Accruals and deferred income	2,520	2,520
Social security and other taxes	219	119
Other creditors	10,423	10,353
	<u>13,416</u>	<u>14,079</u>

#### 20. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £261 (2020: £316).

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 21. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2021	2020
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>9,308</u>	<u>5,051</u>

#### 22. Analysis of charitable funds

##### Unrestricted funds

	At 1 September 2020	Income £	Expenditure £	Gains and losses £	At 31 August 2021 £
General funds	222,035	65,542	(55,810)	11,693	243,460
Emergency Maintenance Fund	15,000	–	–	–	15,000
Stairlift Fund	993	–	(993)	–	–
Kitchen upgrade	5,000	–	–	–	5,000
Communications	1,170	–	(585)	–	585
Membership Development	10,000	–	–	–	10,000
	<u>254,198</u>	<u>65,542</u>	<u>(57,388)</u>	<u>11,693</u>	<u>274,045</u>

	At 1 September 2019	Income £	Expenditure £	Gains and losses £	At 31 August 2020 £
General funds	212,965	118,759	(111,738)	2,049	222,035
Emergency Maintenance Fund	15,000	–	–	–	15,000
Stairlift Fund	1,987	–	(994)	–	993
Kitchen upgrade	5,000	–	–	–	5,000
Communications	1,756	–	(586)	–	1,170
Membership Development	10,000	–	–	–	10,000
	<u>246,708</u>	<u>118,759</u>	<u>(113,318)</u>	<u>2,049</u>	<u>254,198</u>

# Leicestershire and Rutland Federation of Women's Institutes

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 August 2021

#### 22. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 September 2020 £	Income £	Expenditure £	Gains and losses £	At 31 August 2021 £
Headquarters Building Fund	9,989	–	–	–	9,989
Education and Travel Fund	2,164	–	–	–	2,164
	<u>12,153</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u>12,153</u>

	At 1 September 2019 £	Income £	Expenditure £	Gains and losses £	At 31 August 2020 £
Headquarters Building Fund	9,989	–	–	–	9,989
Education and Travel Fund	2,164	–	–	–	2,164
	<u>12,153</u>	<u>–</u>	<u>–</u>	<u>–</u>	<u>12,153</u>

#### 23. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Intangible assets	–	2,164	2,164
Tangible fixed assets	584	9,989	10,573
Investments	134,429	–	134,429
Current assets	139,032	–	139,032
<b>Net assets</b>	<u>274,045</u>	<u>12,153</u>	<u>286,198</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Intangible assets	–	2,164	2,164
Tangible fixed assets	2,162	9,989	12,151
Investments	121,577	–	121,577
Current assets	130,459	–	130,459
<b>Net assets</b>	<u>254,198</u>	<u>12,153</u>	<u>266,351</u>