

AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

England & Wales · Charity number 1022293

Details

Other names AVON FEDERATION OF WIS

Status Registered

Legal form Charitable company

Company number [02821499](#)

Registered 1993-06-04

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

Contact

Address WI House
11 Station Road
Keynsham
Bristol
BS31 2BH

Phone 01179864782

Email finance@avonfwi.org.uk

Website www.avonfwi.org.uk

Activities

Objects: "THE OBJECTS OF THE FEDERATION ARE TO FURTHER THE PURPOSES OF THE WOMEN'S INSTITUTE ORGANISATION IN AVON AND ELSEWHERE."

Activities: The activities organised by this charity are consistent with upholding the objects of the Women's Institute charity of which the main purpose is to enable women who are associated with rural life, including arts, crafts and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music, drama and o

Classification

- **How:** Provides Services, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Environment/conservation/heritage
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** FORMER COUNTY OF AVON
- Bath And North East Somerset
- Bristol City
- Gloucestershire
- North Somerset
- Somerset
- South Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£93,209	£87,221	-	-
2024-03-31	£89,546	£89,019	-	-
2023-03-31	£109,109	£116,078	-	-
2021-12-31	£55,884	£66,596	-	-
2020-12-31	£52,819	£66,215	-	-

Trustees

Name	Role	Appointed
SUSAN MARY MURPHY	Chair	2016-09-21
Josephine Pownall		2024-02-07
Judith Massey		2019-11-06
Kim Hanner		2025-07-02
Lorna Mary Tarr		2020-11-04
Marion Ellen Hulance		2016-09-21
Mary Francis Berryman		2019-05-29
Ruth Smith		2024-09-26

AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

England & Wales - Charity number 1022293

Accounts

REGISTERED COMPANY NUMBER: 02821499 (England and Wales)
REGISTERED CHARITY NUMBER: 1022293

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

Report of the Trustees and

Unaudited Financial Statements

for the Year Ended 31 March 2025

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Contents of the Financial Statements
FOR THE YEAR ENDED 31 MARCH 2025**

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THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the company during the period has been the furtherance of the purposes of the Women's Institute movement in the area formerly known as Avon, now Bristol, Bath and North East Somerset, South Gloucestershire and North Somerset. The activities organised by the charity are consistent with upholding the objects of the Women's Institute charity of which the main purpose is to enable women who are associated with rural life, including arts, craft and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music and drama.

Significant activities

The charity's objects during this period have been to maintain the frequency, quality and a variety of educational and other events. It is hoped the endeavours of the Federation will encourage members to re-join again in April 2025 and to partake in the activities offered.

Public benefit

The trustees have had regard to the Charity Commission's public benefit guidance when carrying out activities to which it is relevant.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2025

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Membership

Membership has disappointingly declined during 2024/2025 to 3579 as at 31st March 2025 a decrease of 5%. WI's have also reduced to 90, mainly due to a lack of Officers. It is hoped that some of the members from WI's that suspended at the end of March will join new WI's.

Activities

This year the federation has run many successful events. Unfortunately, a few had to be cancelled due to lack of applicants.

A range of events have been organised: sport and leisure, the arts, crafting, the environment and public affairs. Meet the Trustees events were organised in different parts of the federation to enable members to chat to the Board members and have any queries answered.

The Annual Quiz was well attended and appeared to be much enjoyed. The skittles tournament was contested.

Many varied speakers and demonstrators were provided for members: Afternoon tea was provided with demonstrations from a flower arranger and a textile designer. A large meeting in Portishead was entertained by talks on the history of hand-spinning and the Land Army. There was a beautiful array of textiles produced by a textile artist. Music for a Summer Evening included a shanty group and Fingers and Frets orchestra.

A visit was arranged to Organic Blooms, an organic cut flower farm. A tour of the flowers was followed by a talk and demonstration of a hand tied bouquet. A trip to Jane Austen's house at Chawton and a guided tour of Winchester Cathedral was well supported. The federation holidays to Sussex and the Picos Mountains were very popular.

The Board of Trustees organised a Summer lunch with an informative talk about Tynesfield House, a large Victorian House and grounds owned by the National Trust. At the Annual Meeting, delegates were educated about going to the space station by Jo Richardson from the Space Detectives and Sally Mills talked about her time working in the Seychelles on conservation on a small island.

The History talks were well attended with three very different subject: Kate Groves gave a moving account of the formation of the Commonwealth war graves, Jane Duffus enlightened us about Women who made Bristol and Eugene Byrne talked about Bristol and the Spanish flu epidemic of 1918 to 1919.

The year ended with a Carol Service at Parish Church of St John the Evangelist in Clevedon, The federation choir sang beautifully, and members joined in singing other carols. A donation was given to the RNLI, Clevedon from the collection.

FINANCIAL REVIEW

Financial position

Our financial policy is to deliver a small surplus year on year in order that the Federation can continue to meet its aims and objectives for the coming years.

Income for the year was £93,209 (2024- £89,546). An increase of 4.10%.

Expenditure for the year was £87,221 (2024 - £89,019) a reduction of 2%.

The surplus for the year exceeded budgeted expectations due to increased Holiday Commission/Investment Income. It should be noted Event Income has declined. Additionally, the Federation has contained administrative costs with small savings across the board.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

Reserves policy

The Federation maintains a level of unrestricted funds for the following reasons:

1. WI House is an old building, built in 1840 and therefore could require major repairs, which would not be covered by insurance.
2. The current premises are 'not fit for purpose'. However, as funds have been reduced due to Covid it is not possible to currently undertake the major alterations required.

Ongoing repairs are being undertaken to maintain the premises and alternatives are being explored, but reduced funds remain the main obstacle.

3. 3. The level of reserves is maintained by an Annual Budget, which ensures that the income from events organised by the Federation is able to balance the running costs of the office, such as staff salaries, house maintenance, utilities and insurance of the property. The trustees aim to maintain sufficient unrestricted funds (free reserves) to cover 24 months' administrative costs which were approximately £57,000 for the year under review, which are currently in line with free reserves held.

4. 4. Free reserves have been maintained this year, and the trustees are working hard to ensure that this continues for 2025/2026. The main driver is membership and the appetite of members to attend a wide variety of events offered by the Federation. This continues to be an uphill struggle.

Free reserves, being general funds less tangible fixed assets, stood at £152,470 at 31 March 2025 (31 March 2024 £146,380).

Investment Policy

Reserve funds are maintained in various deposit accounts with Lloyds and HSBC. Additional investments are held as term deposits with United Trust Bank and Redwood Bank. Charity Bonds are also held with M&G, Schroders and Black Rock. Whilst these mix of investments meets the Board's investment strategy of a low-risk policy a review is currently being undertaken with a Financial Adviser.

FUTURE PLANS

The Federation continues to face challenging times with little interest from its members to undertake roles as trustees, Team Members and WIA's, all of which are essential to the running of the Federation. This means the running of the Federation and its events programme and WI support are being stretched to its limit with several members wearing multiple hats.

Whilst the Federation continually strives to produce a full and varied programme of events the reluctance of members to engage means the way in which Avon moves forward is proving difficult. An injection of new blood onto the various teams is vital to the future of the Federation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document which sets out its constitution and rules (the Rule Book), a deed of trust and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. The Constitution is currently under review by NFWI.

Recruitment, appointment, induction and training of new trustees

Trustees are nominated by the members. If there are more than 12 nominations, then an election is held. Trustees currently serve for a 2-year term. Trustees can also be co-opted by the Board and will serve until the end of the period. As at 31st March 2025 the Board consisted of 8 trustees. The next election is due in September 2026.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Board of Trustees may exercise all the powers of The Avon County Federation of Women's Institutes.

The Federation's activities are organised through the Events Teams and Board of Trustees.

The Board of Trustees meets eleven times a year (a mixture of Zoom and in person). The Officers also hold ad hoc meeting as required. It makes all policy decisions and receives reports from the teams, which hold responsibility for specific areas of activity, which need to be approved.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02821499 (England and Wales)

Registered Charity number

1022293

Registered office

WI House
11 Station Road
Keynsham
Bristol
BS31 2BH

Trustees

Mrs L Tarr Joint Chair
Mrs J Massey Joint Chair
Mrs M Hulance Treasurer
Mrs S Murphy Vice Chair
Mrs A C Brodribb (resigned 25/9/24)
Mrs M Berryman
Mrs A Glass (resigned 25/9/24)
Mrs V Packham (resigned (25/9/24)
Mrs J Pownall
Mrs A Sellers (resigned 25/9/24)
Mrs R Smith (appointed 26/9/24)
Mrs Debbie Millar (appointed 6/11/24)

Company Secretary

Mrs S Birch

Independent Examiner

Gravita
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2025**

FUNDS HELD AS CUSTODIAN FOR OTHERS

As at 31 March funds of £6,468 (2024 - £7,181) were held on behalf of groups which do not have their own accounts and suspended WIs. This figure has been excluded from the accounts in accordance with the Statement of Recommended Practice guidance on holding funds as custodian trustee.

In addition, £49,534 (2024 £48,392) was collected as agent and paid to the National Federation of Women's Institute. This figure has been excluded from the financial statements.

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

Approved by order of the board of trustees on 10 July 2025 and signed on its behalf by:

Mrs M Hulance - Trustee

**Independent Examiner's Report to the Trustees of
The Avon County Federation of Women's
Institutes**

Independent examiner's report to the trustees of The Avon County Federation of Women's Institutes ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Matthew Breher BSc FCA

Gravita
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

14 July 2025

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,095	-	1,095	2,783
Charitable activities					
Subscriptions	5	41,432	-	41,432	40,201
Events		36,747	-	36,747	32,203
Administration		2,592	-	2,592	3,052
Other		514	-	514	451
Other trading activities	3	5,026	-	5,026	7,745
Investment income	4	5,803	-	5,803	3,111
Total		93,209	-	93,209	89,546
EXPENDITURE ON					
Raising funds		2,622	-	2,622	4,107
Charitable activities					
Events	6	19,731	-	19,731	19,349
Administration		64,868	-	64,868	65,563
Total		87,221	-	87,221	89,019
Net gains/(losses) on investments		(681)	-	(681)	473
NET INCOME		5,307	-	5,307	1,000
RECONCILIATION OF FUNDS					
Total funds brought forward		210,211	5,660	215,871	214,871
TOTAL FUNDS CARRIED FORWARD		215,518	5,660	221,178	215,871

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet
31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	14	41,562	-	41,562	42,345
Investments	15	138,844	-	138,844	138,321
		<u>180,406</u>	<u>-</u>	<u>180,406</u>	<u>180,666</u>
CURRENT ASSETS					
Stocks	16	135	-	135	154
Debtors	17	376	-	376	6,018
Cash at bank and in hand		44,809	5,660	50,469	42,460
		<u>45,320</u>	<u>5,660</u>	<u>50,980</u>	<u>48,632</u>
CREDITORS					
Amounts falling due within one year	18	(9,379)	-	(9,379)	(13,427)
		<u>35,941</u>	<u>5,660</u>	<u>41,601</u>	<u>35,205</u>
NET CURRENT ASSETS					
TOTAL ASSETS LESS CURRENT LIABILITIES		216,347	5,660	222,007	215,871
CREDITORS					
Amounts falling due after more than one year	19	(829)	-	(829)	-
NET ASSETS		215,518	5,660	221,178	215,871
FUNDS					
Unrestricted funds	20			215,518	210,211
Restricted funds				5,660	5,660
TOTAL FUNDS				221,178	215,871

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

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

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet - continued
31 MARCH 2025**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 10 July 2025 and were signed on its behalf by:

Mrs M Hulance - Trustee

The notes form part of these financial statements

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Notes to the Financial Statements FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The charity is a company, incorporated in England and Wales, limited by guarantee having no share capital and, in accordance with the Memorandum of Association, every member is liable to contribute £1 towards the costs of dissolution and liabilities incurred by the charity in the event of the company being wound up. The address of the registered office is given in the charity information on pages 5 of these financial statements.

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

Going concern

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Income

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

Subscription income is allocated evenly over the subscription year, which coincides with the subscription year.

Event income is recognised when the event takes place.

Income from suspended WI's is recognised as a donation to the Federation after 3 years of holding the balance as custodian trustee.

Expenditure and liabilities

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

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

Tangible fixed assets

Depreciation is provided in order to write off each asset over its estimated useful life. All equipment with a value of below £100 will be written off in the year it is purchased.

Equipment will be written off over 10 years. In years 1 - 5, 90% will be written off in equal instalments and years 6 - 10 the balance will be written off equally leaving a balance of £1.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Equipment revalued in 2020 will be written off over its estimated useful life in equal instalments.

Freehold property, which is held at cost, is not depreciated as the property is maintained in good condition such that a high residual value is maintained and any depreciation would not be material.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Debtors are measured on initial recognition at settlement amount after any amounts advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and short-term investments

Cash at bank is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

Creditors

The charity has creditors which are measured at settlement amounts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Judgements and key sources of estimation uncertainty

Accounting judgements

No judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

2. DONATIONS AND LEGACIES

	2025	2024
	£	£
Donations from suspended WI's	<u>1,095</u>	<u>2,783</u>

3. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Merchandise income	<u>5,026</u>	<u>7,745</u>

4. INVESTMENT INCOME

	2025	2024
	£	£
Investment income	<u>5,803</u>	<u>3,111</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Subscriptions £	Events £	Administration £
Events	-	36,527	-
Other income	-	220	2,592
Subscriptions	<u>41,432</u>	-	-
	<u>41,432</u>	<u>36,747</u>	<u>2,592</u>
		2025	2024
	Other	Total	Total
	£	activities	activities
Events	-	36,527	32,203
Other income	514	3,326	3,503
Subscriptions	-	41,432	40,201
	<u>514</u>	<u>81,285</u>	<u>75,907</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Events	12,726	7,005	19,731
Administration	-	64,868	64,868
	<u>12,726</u>	<u>71,873</u>	<u>84,599</u>

7. GRANTS PAYABLE

	2025 £	2024 £
Events	-	500
	<u>-</u>	<u>500</u>

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Events	7,005	-	7,005
Administration	61,695	3,173	64,868
	<u>68,700</u>	<u>3,173</u>	<u>71,873</u>

Support costs, included in the above, are as follows:

Management

	Events £	Administration £	2025 Total activities £	2024 Total activities £
Wages	-	43,321	43,321	39,854
Pensions	-	682	682	548
W.I. House expenses	-	8,167	8,167	9,199
Office expenses	-	4,062	4,062	6,945
Travel and meetings	7,005	2,410	9,415	3,278
Subscriptions and professional fees	-	1,214	1,214	1,111
Bank charges	-	405	405	439
Depreciation of tangible and heritage assets	-	1,434	1,434	965
	<u>7,005</u>	<u>61,695</u>	<u>68,700</u>	<u>62,339</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

**8. SUPPORT COSTS - continued
Governance costs**

	2025	2024
	Administration	Total activities
	£	£
Accounting and examiner's fees	<u>3,173</u>	<u>4,189</u>

9. NET INCOME/(EXPENDITURE)

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

	2025	2024
	£	£
Depreciation - owned assets	<u>783</u>	<u>965</u>

10. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to £1,102 (2024 - £1,050), relating to the independent examination fee and £2,071 (2024 - £3,139), relating to payroll and other accounting services.

11. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

During the period ended 31 March 2025, 10 trustees were reimbursed their travel expenses whilst on WI business and carrying out other committee duties (2024 - 10). The total of such expenses paid was £2,417 (2024 - £3,232).

12. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	43,321	39,854
Other pension costs	682	548
	<u>44,003</u>	<u>40,402</u>

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

	2025	2024
Administration	<u>3</u>	<u>3</u>

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

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2,783	-	2,783
Charitable activities			
Subscriptions	40,201	-	40,201
Events	32,203	-	32,203
Administration	3,052	-	3,052
Other	451	-	451
Other trading activities	7,745	-	7,745
Investment income	3,111	-	3,111
Total	<u>89,546</u>	<u>-</u>	<u>89,546</u>
EXPENDITURE ON			
Raising funds	4,107	-	4,107
Charitable activities			
Events	18,849	500	19,349
Administration	65,563	-	65,563
Total	<u>88,519</u>	<u>500</u>	<u>89,019</u>
Net gains on investments	473	-	473
NET INCOME/(EXPENDITURE)	1,500	(500)	1,000
RECONCILIATION OF FUNDS			
Total funds brought forward	208,711	6,160	214,871
TOTAL FUNDS CARRIED FORWARD	<u><u>210,211</u></u>	<u><u>5,660</u></u>	<u><u>215,871</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

14. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Totals £
COST			
At 1 April 2024 and 31 March 2025	<u>38,648</u>	<u>8,272</u>	<u>46,920</u>
DEPRECIATION			
At 1 April 2024	-	4,575	4,575
Charge for year	-	783	783
At 31 March 2025	-	<u>5,358</u>	<u>5,358</u>
NET BOOK VALUE			
At 31 March 2025	<u>38,648</u>	<u>2,914</u>	<u>41,562</u>
At 31 March 2024	<u>38,648</u>	<u>3,697</u>	<u>42,345</u>

15. FIXED ASSET INVESTMENTS

	Unlisted investments £	Cash deposits £	Totals £
MARKET VALUE			
At 1 April 2024	48,636	89,685	138,321
Additions	-	26,204	26,204
Disposals	-	(25,000)	(25,000)
Revaluations	(681)	-	(681)
At 31 March 2025	<u>47,955</u>	<u>90,889</u>	<u>138,844</u>
NET BOOK VALUE			
At 31 March 2025	<u>47,955</u>	<u>90,889</u>	<u>138,844</u>
At 31 March 2024	<u>48,636</u>	<u>89,685</u>	<u>138,321</u>

There were no investment assets outside the UK.

The fair value of the unlisted investments is determined by reference to the bid price of the underlying pooled funds as valued by the respective investment managers on a daily basis.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

16. STOCKS

	2025	2024
	£	£
Finished goods	135	154

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade debtors	65	553
Prepayments and accrued income	311	5,465
	<u>376</u>	<u>6,018</u>

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	3,094	5,337
Social security and other taxes	933	-
Accruals and deferred income	5,352	8,090
	<u>9,379</u>	<u>13,427</u>

19. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2025	2024
	£	£
Accruals and deferred income	829	-

20. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	188,725	5,307	194,032
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
	<u>210,211</u>	<u>5,307</u>	<u>215,518</u>
Restricted funds			
WI Guide/Marketing Initiative	552	-	552
Bursaries & Legacies Educational Fund	5,108	-	5,108
	<u>5,660</u>	<u>-</u>	<u>5,660</u>
TOTAL FUNDS	<u>215,871</u>	<u>5,307</u>	<u>221,178</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

20. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	93,209	(87,221)	(681)	5,307
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>93,209</u>	<u>(87,221)</u>	<u>(681)</u>	<u>5,307</u>

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	187,225	1,500	-	188,725
Relocation/refurbishment fund	6,500	-	-	6,500
Annual meeting fund	5,000	-	-	5,000
Equipment Reserve	3,486	-	-	3,486
Maintenance Reserve	6,500	-	-	6,500
	<u>208,711</u>	<u>1,500</u>	<u>-</u>	<u>210,211</u>
Restricted funds				
Turnball Bursary Fund	500	-	(500)	-
Denman Travel Fund	188	-	(188)	-
Celebrations Bursary Fund	1,000	-	(1,000)	-
Mrs S Spencer - legacy	1,000	-	(1,000)	-
Mrs MacDonald - legacy	500	-	(500)	-
Mrs J Flavell - legacy	420	-	(420)	-
Newman - Phillips Bursary	1,000	-	(1,000)	-
NFWI Membership Prize	500	-	(500)	-
WI Guide/Marketing Initiative	552	-	-	552
Mrs P King - legacy	500	-	(500)	-
Bursaries & Legacies Educational Fund	-	(500)	5,608	5,108
	<u>6,160</u>	<u>(500)</u>	<u>-</u>	<u>5,660</u>
TOTAL FUNDS	<u>214,871</u>	<u>1,000</u>	<u>-</u>	<u>215,871</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

20. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	89,546	(88,519)	473	1,500
Restricted funds				
Bursaries & Legacies Educational Fund	-	(500)	-	(500)
TOTAL FUNDS	<u>89,546</u>	<u>(89,019)</u>	<u>473</u>	<u>1,000</u>

Fund Name	Description and use
Relocation/refurbishment fund	A designated fund to set funds aside for future relocation or refurbishment of the headquarters
Annual Meeting Fund	A designated fund to set funds aside for the annual meeting
Equipment Reserve	Funds held for equipment
Maintenance Reserve	Funds held for maintenance
Turnball Bursary Fund	Legacy for Denman Bursary
Denman Travel Fund	Biannual award for travel to Denman College
Celebrations Bursary Fund	Legacy for Denman Bursary
Mrs S Spencer - Legacy	Legacy for Denman Bursary
Mrs MacDonald - Legacy	Legacy for Denman Bursary
Mrs J Flavell - Legacy	Legacy for Denman Bursary
Newman - Phillips Bursary	Legacy for Denman Bursary
NFWI Membership Prize	Prize held over
WI Guide/Marketing Initiative	Funds awarded by NFWI for marketing
Mrs P King - legacy	Legacy for Denman Bursary
Business & Legacies Educational Fund	Legacies held to provide educational courses run by the Federation.

In the prior year, the small legacies, which had been held for a number of years, were transferred into one restricted fund, the Business & Legacies Educational Fund.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2025**

21. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024 (2023 - no transactions).

AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

England & Wales - Charity number 1022293

Accounts

REGISTERED COMPANY NUMBER: 02821499 (England and Wales)
REGISTERED CHARITY NUMBER: 1022293

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

Report of the Trustees and

Unaudited Financial Statements

for the Year Ended 31 March 2024

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Contents of the Financial Statements
FOR THE YEAR ENDED 31 MARCH 2024**

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Notes to the Financial Statements	11 to 23

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the company during the period has been the furtherance of the purposes of the Women's Institute movement in the area formerly known as Avon, now Bristol, Bath and North East Somerset, South Gloucestershire and North Somerset. The activities organised by the charity are consistent with upholding the objects of the Women's Institute charity of which the main purpose is to enable women who are associated with rural life, including arts, craft and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music and drama.

Significant activities

The charity's objects during this period have been to maintain the frequency, quality and a variety of educational and other events. It is hoped the endeavours of the Federation will encourage members to re-join again in April 2024 and to partake in the activities offered.

Public benefit

The trustees have had regard to the Charity Commission's public benefit guidance when carrying out activities to which it is relevant.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2024**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Membership

The "Covid Blues" referred to in last year's report, appears to be on the decline as this year it is pleasing to report a small increase in membership numbers to 3,770 a net increase on the previous year of 3.3% as at 31 March 2024. 2 new WIs were opened and are thriving with 1 WI suspending, leaving 95 WIs at the year end.

It is hoped this trend will continue into 2024/2025.

Activities

During the last 12 months we have seen continued growth in members attending events, however, there has also been disappointments, as we have had to cancel events where the numbers have been low making them unviable.

Over the year we have held a range of events for members to attend, covering sport and leisure, the Arts, Crafting, the environment and public affairs and also a workshop to support officers in the WIs.

We had the culmination, with the finals of the Skittles and Darts Competition, a walk in the Chew Valley for members and an evening playing Pétanque.

The popular Annual Quiz was well attended, as was 'Speakers' Corner, where potential new speakers are selected and go into the Federation Yearbook for WIs to find speakers for their meetings.

Combined Arts put on an event which was well received by members - Alison Neale reliving the story of Marie Curie, this was so popular there was an afternoon and evening session.

We had outings to Hinkley Point to see the Construction in progress of HP 'C', a visit to Hampton Court where we had a guide to give us an insight into its history. Also, during the year, we had a Steam Railway Experience and a trip to Birmingham which included the Christmas Market. The Holidays to Cambridgeshire and Scottish Borders were popular with members.

To suit our crafters, some members attended a session of Crochet for beginners. There was a Chocolate making Workshop for 8 lucky competition winners to take part in - this was made possible by using some restricted Denman Bursary Funds. Later in the year some members attended an Autumn bulb planting workshop at a local garden centre.

Members also heard about the work being carried out by Uncle Pauls Chilli Charity in supporting adults who need additional support, how local goats milk is being made into skin care products and at the Federation's Annual meeting we gained insight into how the Southmead Hospital Charity supports patient's families, staff and helps to support medical research projects.

The Board of Trustees arranged the Federations Spring Meeting where members listened to a talk about the work being carried out by the Avon Rivers Trust in cleaning up our local rivers. We were also given an insight into the work of the Local Military Wives Choir - this was followed by a surprise singing workshop. At the Summer Lunch we had a talk from Maria Kane, the Chief Executive of the North Bristol Health Trust and Gill Wilding on her work as a volunteer at the Bristol Children's Hospital. Members and delegates attending the Annual Meeting in September were treated to Ann Jones, NFWI Chair giving an overview on her role, followed by Emma Britton talking about changing from being a BBC Radio Bristol presenter to becoming a 'Celebrant' - both inspiring speakers.

Towards the end of the year some members attended the history talks where we were lucky to have two local authors: Eugene Byrne and Michael Manson talk about, Bristol women in World War 1, Stories about Old Market and Bristol Yarns and Legends. Following on with the History theme we had guided walks around Arnos Vale Cemetery where we were told of the well-known Bristol influencers buried in the cemetery.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2024**

In November we had a varied day where we heard about the work of local chocolatier, Lisa Clarke, the history and conservation of quilts at the American Museum and details from Clifton Coffee on the fair-trade purchasing, roasting and blending of coffee to ensure a quality coffee drinking experience.

The Carol Service in December was held in Keynsham where the Avon Federation Choir enhanced the event with their wonderful singing.

During the year the Membership Team and Federation Treasurer put on a range of Training events to help support WI Officers in carrying out their roles, they visit WIs where support is required as need. Some WI Officers also attended sessions where they could meet Avon Federation Trustees - this enabled the sharing of information and allowed time for questions and answers.

In looking forward to 2024/25 a programme of events is being planned for members to attend including 2 holidays, events with well-known inspirational speakers, visits to places of interest and activities to suit a range of interests within the membership which we hope will be well attended.

FINANCIAL REVIEW

Financial position

Our financial policy is to deliver a small surplus year on year in order that the Federation can continue to meet its aims and objectives for the coming years.

Income for the period was £89,546 (2023 - £109,109). The increase being due to a rise in event and subscription income.

Expenditure for the period was £89,019 (2023 - £116,078).

Both Income and Expenditure remain in line with the 2023 figures, given that they were for a 15-month period.

It should be noted that the small surplus for the year was due to funds from WIs who have been suspended for 3 years.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2024**

FINANCIAL REVIEW

Reserves policy

The Federation maintains a level of unrestricted funds for the following reasons:

1. WI House is an old building, built in 1840 and therefore could require major repairs, which would not be covered by insurance.
2. The current premises are 'not fit for purpose'. However, as funds have been reduced due to Covid it is not possible to currently undertake the major alterations required.

Ongoing repairs are being undertaken to maintain the premises and alternatives are being explored, but reduced funds remain the main obstacle.

3. The level of reserves is maintained by an Annual Budget, which ensures that the income from events organised by the Federation is able to balance the running costs of the office, such as staff salaries, house maintenance, utilities and insurance of the property. The trustees aim to maintain sufficient unrestricted funds (free reserves) to cover 24 months' support costs which were approximately £90,000 for the period under review, which are currently in line with free reserves held.

4. Free reserves have been maintained this year and the trustees are working hard to ensure that this continues for 2024/2025. The main driver is membership and the appetite of members to attend a wide variety of events offered by the Federation. Currently this remains an uphill struggle.

Free reserves, being general funds less tangible fixed assets, stood at £146,380 at 31 March 2024 (31 March 2023 £143,915).

Investment Policy

Reserve funds are maintained in various deposit accounts with Lloyds and HSBC. Additional investments are held as term deposits with Leeds Building Society, United Trust Bank and Redwood Bank. Charity Bonds are also held with M&G, Schroders and Black Rock. This mix of investments meets the Board's investment strategy of a low-risk policy.

FUTURE PLANS

The Federation is facing challenging times with poor responses from members to undertake roles as trustees, Team Members and WIA's, all essential to the running of the Federation. This means the running of the Federation and its events programme and WI support us being stretched to its limits with several members wearing multiple hats.

Whilst the Federation strives to produce a full and varied programme of events the reluctance of members to engage means the way in which the Federation moves forward needs a major overall and the Board of Trustees are actively looking at ways to improve and secure the future of the Federation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document which sets out its constitution and rules (the Rule Book), a deed of trust and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment, appointment, induction and training of new trustees

Trustees are nominated by the members. If there are more than 12 nominations, then an election is held. Trustees serve for a 2-year term. Trustees can also be co-opted by the Board and will serve until the end of the period. Currently the Board consists of 10 trustees. The next election is due in September 2024.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Board of Trustees may exercise all the powers of The Avon County Federation of Women's Institutes. The Federation's activities are organised through the Events Team and Board of Trustees.

The Board of Trustees meets eleven times a year (a mixture of Zoom and in person). It makes all policy decisions and receives reports from teams, which hold responsibility for specific areas of activity, which need to be approved.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02821499 (England and Wales)

Registered Charity number

1022293

Registered office

WI House
11 Station Road
Keynsham
Bristol
BS31 2BH

Trustees

Mrs S Murphy Chair
Mrs M Hulance Treasurer
Mrs J Massey Vice Chair
Mrs A C Brodribb Second Vice Chair
Mrs M Berryman
Mrs A E Glass
Mrs V Packham
Mrs J Pownall (appointed 7.2.24)
Mrs L A Sellers
Mrs L Tarr

Company Secretary

Mrs S Birch

Independent Examiner

Haines Watts
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

FUNDS HELD AS CUSTODIAN FOR OTHERS

As at 31 March funds of £7,181 (2023 - £11,064) were held on behalf of groups which do not have their own accounts and suspended WIs. This figure has been excluded from the accounts in accordance with the Statement of Recommended Practice guidance on holding funds as custodian trustee.

In addition, £48,392 (2023 - £46,971) was collected as subscriptions and paid to the National Federation of Women's Institute. This figure has been excluded from the financial statements.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Report of the Trustees
FOR THE YEAR ENDED 31 MARCH 2024**

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

Approved by order of the board of trustees on 7 August 2024 and signed on its behalf by:

Mrs M Hulance - Trustee

**Independent Examiner's Report to the Trustees of
The Avon County Federation of Women's
Institutes**

Independent examiner's report to the trustees of The Avon County Federation of Women's Institutes ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Andrew Jordan FCA

Haines Watts
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

10 August 2024

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2024**

		Unrestricted funds £	Restricted funds £	Year Ended 31.3.24 Total funds £	Period 1.1.22 to 31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies	2	2,783	-	2,783	2,749
Charitable activities	5				
Subscriptions		40,201	-	40,201	52,015
Events		32,203	-	32,203	36,812
Administration		3,052	-	3,052	3,412
Other		451	-	451	47
Other trading activities	3	7,745	-	7,745	11,864
Investment income	4	3,111	-	3,111	2,210
Total		89,546	-	89,546	109,109
EXPENDITURE ON					
Raising funds		4,107	-	4,107	7,452
Charitable activities	6				
Events		18,849	500	19,349	20,098
Administration		65,563	-	65,563	88,528
Total		88,519	500	89,019	116,078
Net gains/(losses) on investments		473	-	473	(8,606)
NET INCOME/(EXPENDITURE)		1,500	(500)	1,000	(15,575)
RECONCILIATION OF FUNDS					
Total funds brought forward		208,711	6,160	214,871	230,446
TOTAL FUNDS CARRIED FORWARD		210,211	5,660	215,871	214,871

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet
31 MARCH 2024**

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	14	42,345	-	42,345	43,310
Investments	15	138,321	-	138,321	137,847
		<u>180,666</u>	<u>-</u>	<u>180,666</u>	<u>181,157</u>
CURRENT ASSETS					
Stocks	16	154	-	154	210
Debtors	17	6,018	-	6,018	3,910
Cash in hand		36,800	5,660	42,460	45,186
		<u>42,972</u>	<u>5,660</u>	<u>48,632</u>	<u>49,306</u>
CREDITORS					
Amounts falling due within one year	18	(13,427)	-	(13,427)	(15,592)
		<u>29,545</u>	<u>5,660</u>	<u>35,205</u>	<u>33,714</u>
NET CURRENT ASSETS					
		<u>210,211</u>	<u>5,660</u>	<u>215,871</u>	<u>214,871</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>210,211</u>	<u>5,660</u>	<u>215,871</u>	<u>214,871</u>
NET ASSETS					
		<u>210,211</u>	<u>5,660</u>	<u>215,871</u>	<u>214,871</u>
FUNDS					
	19				
Unrestricted funds				210,211	208,711
Restricted funds				5,660	6,160
TOTAL FUNDS					
				<u>215,871</u>	<u>214,871</u>

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

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

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet - continued
31 MARCH 2024**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 7 August 2024 and were signed on its behalf by:

Mrs S Murphy - Trustee

Mrs M Hulance - Trustee

The notes form part of these financial statements

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Notes to the Financial Statements FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The charity is a company, incorporated in England and Wales, limited by guarantee having no share capital and, in accordance with the Memorandum of Association, every member is liable to contribute £1 towards the costs of dissolution and liabilities incurred by the charity in the event of the company being wound up. The address of the registered office is given in the charity information on pages 5 of these financial statements.

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

Going concern

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Income

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

Subscription income is allocated evenly over the subscription year, which coincides with the subscription year.

Event income is recognised when the event takes place.

Income from suspended WI's is recognised as a donation to the Federation after 3 years of holding the balance as custodian trustee.

Expenditure and liabilities

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

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

Tangible fixed assets

Depreciation is provided in order to write off each asset over its estimated useful life. All equipment with a value of below £100 will be written off in the year it is purchased.

Equipment will be written off over 10 years. In years 1 - 5, 90% will be written off in equal instalments and years 6 - 10 the balance will be written off equally leaving a balance of £1.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Equipment revalued in 2020 will be written off over its estimated useful life in equal instalments.

Freehold property, which is held at cost, is not depreciated as the property is maintained in good condition such that a high residual value is maintained and any depreciation would not be material.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Debtors are measured on initial recognition at settlement amount after any amounts advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and short-term investments

Cash at bank is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

Creditors

The charity has creditors which are measured at settlement amounts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Judgements and key sources of estimation uncertainty

Accounting judgements

No judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

2. DONATIONS AND LEGACIES

	Year Ended 31.3.24 £	Period 1.1.22 to 31.3.23 £
Donations from suspended WI's	<u>2,783</u>	<u>2,749</u>

3. OTHER TRADING ACTIVITIES

	Year Ended 31.3.24 £	Period 1.1.22 to 31.3.23 £
Merchandise income	<u>7,745</u>	<u>11,864</u>

4. INVESTMENT INCOME

	Year Ended 31.3.24 £	Period 1.1.22 to 31.3.23 £
Investment income	<u>3,111</u>	<u>2,210</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Subscriptions £	Events £	Administration £
Events	-	32,203	-
Other income	-	-	3,052
Subscriptions	<u>40,201</u>	-	-
	<u>40,201</u>	<u>32,203</u>	<u>3,052</u>
		Year Ended 31.3.24 Total activities £	Period 1.1.22 to 31.3.23 Total activities £
Events	-	32,203	36,812
Other income	451	3,503	3,459
Subscriptions	<u>-</u>	<u>40,201</u>	<u>52,015</u>
	<u>451</u>	<u>75,907</u>	<u>92,286</u>

Subscription income has been reclassified as a new activity. The prior year subscription income has been reclassified for consistency.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities (see note 7) £	Support costs (see note 8) £	Totals £
Events	17,884	500	965	19,349
Administration	-	-	65,563	65,563
	<u>17,884</u>	<u>500</u>	<u>66,528</u>	<u>84,912</u>

7. GRANTS PAYABLE

	Year Ended 31.3.24 £	Period 1.1.22 to 31.3.23 £
Events	<u>500</u>	-

8. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Events	965	-	965
Administration	61,374	4,189	65,563
	<u>62,339</u>	<u>4,189</u>	<u>66,528</u>

Support costs, included in the above, are as follows:

Management

	Events £	Administration £	Year Ended 31.3.24 Total activities £	Period 1.1.22 to 31.3.23 Total activities £
Wages	-	39,854	39,854	53,418
Pensions	-	548	548	808
W.I. House expenses	-	9,199	9,199	10,288
Office expenses	-	6,945	6,945	7,952
Travel and meetings	965	2,313	3,278	8,592
Accountancy	-	-	-	364
Carried forward	<u>965</u>	<u>58,859</u>	<u>59,824</u>	<u>81,422</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

8. SUPPORT COSTS - continued

Management - continued

	Events £	Administration £	Year Ended 31.3.24 Total activities £	Period 1.1.22 to 31.3.23 Total activities £
Brought forward	965	58,859	59,824	81,422
Subscriptions and professional fees	-	1,111	1,111	1,522
Education and training	-	-	-	558
Bank charges	-	439	439	638
Depreciation of tangible and heritage assets	-	965	965	1,668
	<u>965</u>	<u>61,374</u>	<u>62,339</u>	<u>85,808</u>

Governance costs

	Year Ended 31.3.24 Administration £	Period 1.1.22 to 31.3.23 Total activities £
Accounting and examiner's fees	<u>4,189</u>	<u>2,720</u>

9. NET INCOME/(EXPENDITURE)

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

	Year Ended 31.3.24 £	Period 1.1.22 to 31.3.23 £
Depreciation - owned assets	<u>965</u>	<u>1,668</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

10. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to £1,050 (2023 - £1,000), relating to the independent examination fee and £3,139 (2023 - £1,720), relating to payroll and other accounting services.

11. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

During the period ended 31 March 2024, 10 trustees were reimbursed their travel expenses whilst on WI business and carrying out other committee duties (2023 - 13). The total of such expenses paid was £3,232 (2023 - £2,640).

12. STAFF COSTS

	Year Ended 31.3.24	Period 1.1.22 to 31.3.23
	£	£
Wages and salaries	39,854	53,418
Other pension costs	548	808
	<u>40,402</u>	<u>54,226</u>

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

	Year Ended 31.3.24	Period 1.1.22 to 31.3.23
Administration	<u>3</u>	<u>3</u>

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

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2,749	-	2,749
Charitable activities			
Subscriptions	52,015	-	52,015
Events	36,812	-	36,812
Administration	3,412	-	3,412
Other	47	-	47
Other trading activities	11,864	-	11,864
Investment income	2,210	-	2,210
Total	<u>109,109</u>	<u>-</u>	<u>109,109</u>
EXPENDITURE ON			
Raising funds	7,452	-	7,452
Charitable activities			
Events	20,098	-	20,098
Administration	88,528	-	88,528
Total	<u>116,078</u>	<u>-</u>	<u>116,078</u>
Net gains/(losses) on investments	<u>(8,606)</u>	<u>-</u>	<u>(8,606)</u>
NET INCOME/(EXPENDITURE)	(15,575)	-	(15,575)
RECONCILIATION OF FUNDS			
Total funds brought forward	224,286	6,160	230,446
TOTAL FUNDS CARRIED FORWARD	<u><u>208,711</u></u>	<u><u>6,160</u></u>	<u><u>214,871</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

14. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Totals £
COST			
At 1 April 2023 and 31 March 2024	<u>38,648</u>	<u>8,272</u>	<u>46,920</u>
DEPRECIATION			
At 1 April 2023	-	3,610	3,610
Charge for year	-	965	965
At 31 March 2024	-	<u>4,575</u>	<u>4,575</u>
NET BOOK VALUE			
At 31 March 2024	<u>38,648</u>	<u>3,697</u>	<u>42,345</u>
At 31 March 2023	<u>38,648</u>	<u>4,662</u>	<u>43,310</u>

15. FIXED ASSET INVESTMENTS

	Unlisted investments £	Cash deposits £	Totals £
MARKET VALUE			
At 1 April 2023	51,231	89,685	140,916
Additions	-	25,000	25,000
Disposals	-	(25,000)	(25,000)
Revaluations	474	-	474
At 31 March 2024	<u>51,705</u>	<u>89,685</u>	<u>141,390</u>
PROVISIONS			
At 1 April 2023 and 31 March 2024	<u>3,069</u>	-	<u>3,069</u>
NET BOOK VALUE			
At 31 March 2024	<u>48,636</u>	<u>89,685</u>	<u>138,321</u>
At 31 March 2023	<u>48,162</u>	<u>89,685</u>	<u>137,847</u>

There were no investment assets outside the UK.

The fair value of the unlisted investments is determined by reference to the bid price of the underlying pooled funds as valued by the respective investment managers on a daily basis.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

16. STOCKS

	2024	2023
	£	£
Finished goods	154	210
	<u> </u>	<u> </u>

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	553	1,812
Prepayments and accrued income	5,465	2,098
	<u> </u>	<u> </u>
	6,018	3,910
	<u> </u>	<u> </u>

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	5,337	1,298
Accruals and deferred income	8,090	14,294
	<u> </u>	<u> </u>
	13,427	15,592
	<u> </u>	<u> </u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

19. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	187,225	1,500	-	188,725
Relocation/refurbishment fund	6,500	-	-	6,500
Annual meeting fund	5,000	-	-	5,000
Equipment Reserve	3,486	-	-	3,486
Maintenance Reserve	6,500	-	-	6,500
	<u>208,711</u>	<u>1,500</u>	<u>-</u>	<u>210,211</u>
Restricted funds				
Turnball Bursary Fund	500	-	(500)	-
Denman Travel Fund	188	-	(188)	-
Celebrations Bursary Fund	1,000	-	(1,000)	-
Mrs S Spencer - legacy	1,000	-	(1,000)	-
Mrs MacDonald - legacy	500	-	(500)	-
Mrs J Flavell - legacy	420	-	(420)	-
Newman - Phillips Bursary	1,000	-	(1,000)	-
NFWI Membership Prize	500	-	(500)	-
WI Guide/Marketing Initiative	552	-	-	552
Mrs P King - legacy	500	-	(500)	-
Bursaries & Legacies Educational Fund	-	(500)	5,608	5,108
	<u>6,160</u>	<u>(500)</u>	<u>-</u>	<u>5,660</u>
TOTAL FUNDS	<u><u>214,871</u></u>	<u><u>1,000</u></u>	<u><u>-</u></u>	<u><u>215,871</u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	89,546	(88,519)	473	1,500
Restricted funds				
Bursaries & Legacies Educational Fund	-	(500)	-	(500)
TOTAL FUNDS	<u><u>89,546</u></u>	<u><u>(89,019)</u></u>	<u><u>473</u></u>	<u><u>1,000</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	202,800	(15,575)	187,225
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
	<u>224,286</u>	<u>(15,575)</u>	<u>208,711</u>
Restricted funds			
Turnball Bursary Fund	500	-	500
Denman Travel Fund	188	-	188
Celebrations Bursary Fund	1,000	-	1,000
Mrs S Spencer - legacy	1,000	-	1,000
Mrs MacDonald - legacy	500	-	500
Mrs J Flavell - legacy	420	-	420
Newman - Phillips Bursary	1,000	-	1,000
NFWI Membership Prize	500	-	500
WI Guide/Marketing Initiative	552	-	552
Mrs P King - legacy	500	-	500
	<u>6,160</u>	<u>-</u>	<u>6,160</u>
TOTAL FUNDS	<u><u>230,446</u></u>	<u><u>(15,575)</u></u>	<u><u>214,871</u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	109,109	(116,078)	(8,606)	(15,575)
	<u>109,109</u>	<u>(116,078)</u>	<u>(8,606)</u>	<u>(15,575)</u>
TOTAL FUNDS	<u><u>109,109</u></u>	<u><u>(116,078)</u></u>	<u><u>(8,606)</u></u>	<u><u>(15,575)</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

19. MOVEMENT IN FUNDS - continued

Fund Name	Description and use
Relocation/refurbishment fund	A designated fund to set funds aside for future relocation or refurbishment of the headquarters
Annual Meeting Fund	A designated fund to set funds aside for the annual meeting
Equipment Reserve	Funds held for equipment
Maintenance Reserve	Funds held for maintenance
Turnball Bursary Fund	Legacy for Denman Bursary
Denman Travel Fund	Biannual award for travel to Denman College
Celebrations Bursary Fund	Legacy for Denman Bursary
Mrs S Spencer - Legacy	Legacy for Denman Bursary
Mrs MacDonald - Legacy	Legacy for Denman Bursary
Mrs J Flavell - Legacy	Legacy for Denman Bursary
Newman - Phillips Bursary	Legacy for Denman Bursary
NFWI Membership Prize	Prize held over
WI Guide/Marketing Initiative	Funds awarded by NFWI for marketing
Mrs P King - legacy	Legacy for Denman Bursary
Business & Legacies Educational Fund	Legacies held to provide educational courses run by the Federation.

During the year, the small legacies, which had been held for a number of years, were transferred into one restricted fund, the Business & Legacies Educational Fund.

Transfers between funds

Comparative analysis of net assets between funds, are as follows:

Fund balances as at 31 March 2023	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	181,157	-	181,157
Current assets	43,146	6,160	49,306
Current liabilities	(15,592)	-	(15,592)
Total net assets	208,711	6,160	214,871

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 MARCH 2024**

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024 (2023 - no transactions).

AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

England & Wales - Charity number 1022293

Accounts

REGISTERED COMPANY NUMBER: 02821499 (England and Wales)
REGISTERED CHARITY NUMBER: 1022293

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

Report of the Trustees and

Unaudited Financial Statements

for the Period 1 January 2022 to 31 March 2023

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Contents of the Financial Statements
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

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THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the period 1 January 2022 to 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the company during the period has been the furtherance of the purposes of the Women's Institute movement in the area formerly known as Avon, now Bristol, Bath and North East Somerset, South Gloucestershire and North Somerset. The activities organised by the Charity are consistent with upholding the objects of the Women's Institute charity of which the main purpose is to enable women who are associated with rural life, including arts, craft and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music and drama.

Significant activities

The charity's objects during this period have been to maintain the frequency, quality and a variety of educational and other events. It is hoped the endeavours of the Federation will encourage members to re-join again in April 2023 and to partake in the activities offered.

Public benefit

The Trustees have had regard to the Charity Commission's public benefit guidance when carrying out activities to which it is relevant.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Membership

Membership numbers have continued to fall during this period, in line with the movement as a whole. At the end of the period membership numbers stood at 3648, a net reduction of 143, a drop of 4%. During the period 9 WI's suspended and 1 new WI opened, leaving 94 WI's at the 31st March.

Membership was still suffering from 'Covid Blues' during this period, but it is hoped that this is waning with 2 new WI's planned to open in April & May 2023.

Activities

The last 15 months has seen a return to 'in person' events rather than Zoom, but with a slower uptake. A varied programme has been provided by our various teams. Our 'crafters' have been treated to a decoupage workshop, Dabble Day, which included making a crystal star and mosaic bauble, coffee & craft mornings and our popular FC&C day with Olivia Barry, a finalist on the Great British Menu as an afternoon speaker.

The sporty and not so sporty members of all abilities were catered for with the annual skittles and darts competition, golf croquet skills, a trip on the last horse drawn barge on the Grand Western Canal in Tiverton, Boccia - a paralympic ball sport, folk dancing, Federation quiz and Christmas shopping experience at John Lewis.

Combined Arts taught us new skills with samba drumming and ukulele workshops, A singalong with the Portishead Lifeboat Crewe accompanied by our own ukulele band, as well as Vesta, a one woman show about the life and music of Vesta Tilly.

There was a visit to Regibury Farm with an opportunity to meet the cows, our ever-popular series of history talks which included the Bristol Riots of 1831, and the Slapton Sands Disaster and the History of the Harman Family on Lundy Island, as well as a unique opportunity to hear about the History & Work of the Society of Merchant Ventures, followed by a tour of the Hall at Clifton.

Members also had the opportunity to attend a Federation favourite, the Federation Summer Lunch where this year we were lucky enough to have Sarah Crew, the newly appointed Chief Constable of Avon & Somerset Police, who gave us an insight into her role as well as answering many questions. Mrs Peaches Golding the Lord-Lieutenant of Bristol also attended and told us how she got the role and what it entails. The Federation Annual Meeting had a trio of speakers in the morning on the theme of "looking after" trees, the climate and ourselves. The afternoon saw us in fits of laughter with the Rev Kate Botley the radio and television personality as the speaker.

The Federation holidays returned with a well-earned break for many members to the lovely island of Jersey. Further holidays are planned for 2023 with trips to Cambridge, Cambridgeshire and the Scottish Borders.

To finish off 2022, we held our Carol Service in St Johns Church in Bath, which also gave members the opportunity for some retail therapy at the Bath Christmas Markets. The congregation were treated to the fine voices of the Avon Choir which were appreciated by all. Our guest for the event were The Deputy Lord Lieutenant of Somerset, Mr Edward Bayntun-Coward and Councillor Richard Appleyard

Throughout the period our Membership Team have been working hard to support the membership with practical in person sessions on the role of the President, Secretary's and Treasurers as well as running refreshers via Zoom. They, along with other members of the Office Team, continue to help WI's on a daily basis.

A full programme has been planned for 2023/24 with many favourites returning and as well as new experiences which include, a Cotswold Steam Train Trip, Site visit to Hinkley Point Power Station, Speakers Corner, Meet the Trustees and many more. It is hoped that these will be well supported.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023

FINANCIAL REVIEW

Financial position

Our financial policy is to deliver a small surplus year on year in order that the Federation can continue to meet its aims and objectives for the coming years.

Income for the period was £109,109 (2021 - £55,884). The increase being due to a rise in event and subscription income.

Expenditure for the period was £116,078 (2021 - £66,596).

Reserves policy

The Federation maintains a level of unrestricted funds for the following reasons:

1. WI House is an old building, built in 1840 and therefore could require major repairs, which would not be covered by insurance.
2. The current premises are 'not fit for purpose', however, with the effect that Covid has had on the Federation funds, it is now not possible to take forward the plans proposed in 2019 to undertake major alterations.

Ongoing repair and redecoration work is required, and this will be reviewed in the next 12 months. In the meantime, other alternatives need to be looked into as a matter of urgency.

3. The level of reserves is maintained by an Annual Budget, which ensures that the income from events organised by the Federation is able to balance the running costs of the office, such as staff salaries, house maintenance, utilities and insurance of the property. The Trustees aim to maintain sufficient unrestricted funds (free reserves) to cover 24 months' support costs which were approximately £90,000 for the period under review, which are currently in line with free reserves held.

4. It is important that the level of unrestricted funds is maintained to cushion the effects of a fall in income resulting from potential decreases in membership numbers and event income. The impact of Covid has continued to have an impact on the level of free reserves, which has fallen during the period by 4.8% and with rising costs and decreasing revenue, it is expected that the level of reserves will fall further during the next 12 months.

Free reserves, being general funds less tangible fixed assets, stood at £143,915 at 31 March 2023 (31 December 2021 - £174,334).

Investment Policy

Reserve funds are maintained in various deposit accounts with Lloyds and HSBC. Additional investments are held as term deposits with Leeds Building Society, Virgin Money and Redwood Bank. Charity Bonds are also held with M&G, Schroders and Black Rock. This mix of investments meets the Board's investment strategy of a low-risk policy.

FUTURE PLANS

A full programme of events has been planned for 2023/34, however, the recruitment of new members to the various teams is proving to be a challenge. A radical rethink to the way of running events is being considered, i.e., type of events and size. Informal 'meet the Trustees' meetings have been planned to explain the Federation current situation and try and establish what the WI's actually want. Ways of increasing income or reducing expenditure needs to be addressed otherwise the level of reserves will fall below the desired level.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document which sets out its constitution and rules (the Rule Book), a deed of trust and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment, appointment, induction and training of new trustees

Trustees are nominated by the members. If there are more than 12 nominations, then an election is held. Trustees serve for a 2-year term. Trustees can also be co-opted by the Board and will serve until the end of the period. Currently the Board consists of 9 Trustees. With the exception of the 2 Trustees who joined the Board in March all remaining Trustees have undertaken the online training course rolled out by NFWI. 2 of the Trustees have taken part in the 'Conflict' training, also put on by NFWI. New ways of recruiting new members to the Board are being considered including the "Support Option". The next election is due in September 2024.

Organisational structure

The Board of Trustees may exercise all the powers of The Avon County Federation of Women's Institutes. The Federation's activities are organised through a number of teams.

The Board of Trustees meets eleven times a year (a mixture of Zoom and in person). It makes all policy decisions and receives reports from teams, which hold responsibility for specific areas of activity, which need to be approved..

The period of account was extended to 15 months to align with activities of the Charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02821499 (England and Wales)

Registered Charity number

1022293

Registered office

WI House
11 Station Road
Keynsham
Bristol
BS31 2BH

Trustees

Mrs S Murphy Chair
Mrs J Massey Vice Chair
Mrs D Millard Vice Chair (resigned 8.2.23)
Mrs M Hulance Treasurer
Mrs V Packham (appointed 16.3.23)
Mrs M Berryman
Mrs C Coombs (resigned 4.5.22)
Mrs S R Meadows (resigned 29.9.22)
Mrs J M Morton (resigned 27.9.22)
Mrs L A Sellers
Mrs L Tarr
Mrs A E Glass (appointed 16.3.23)
Mrs A C Brodribb

Company Secretary

Mrs S Birch

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Report of the Trustees
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Haines Watts
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

FUNDS HELD AS CUSTODIAN FOR OTHERS

As at 31st March funds of £12,081 (2021 - £9,138) were held on behalf of groups which do not have their own accounts and suspended WIs. This figure has been excluded from the accounts in accordance with the Statement of Recommended Practice guidance on holding funds as custodian trustee.

In addition, £46,971 (2021 - £44,308) was collected as subscriptions and paid to the National Federation of Women's Institute. This figure has been excluded from the financial statements.

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

Approved by order of the board of trustees on 5 July 2023 and signed on its behalf by:

Mrs M Hulance - Trustee

**Independent Examiner's Report to the Trustees of
The Avon County Federation of Women's
Institutes**

Independent examiner's report to the trustees of The Avon County Federation of Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the period 1 January 2022 to 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Andrew Jordan FCA

Haines Watts
Chartered Accountants
Bath House
6 - 8 Bath Street
Bristol
BS1 6HL

6 July 2023

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

		Unrestricted funds £	Restricted funds £	Period 1.1.22 to 31.3.23 Total funds £	Year Ended 31.12.21 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies	2	2,749	-	2,749	3
Charitable activities	5				
Administration		55,427	-	55,427	39,589
Events		36,812	-	36,812	8,673
Other		47	-	47	-
Other trading activities	3	11,864	-	11,864	6,256
Investment income	4	2,210	-	2,210	1,363
Total		<u>109,109</u>	<u>-</u>	<u>109,109</u>	<u>55,884</u>
EXPENDITURE ON					
Raising funds		7,452	-	7,452	3,099
Charitable activities	6				
Administration		88,528	-	88,528	58,904
Events		20,098	-	20,098	4,593
Total		<u>116,078</u>	<u>-</u>	<u>116,078</u>	<u>66,596</u>
Net gains/(losses) on investments		<u>(8,606)</u>	<u>-</u>	<u>(8,606)</u>	<u>(3,069)</u>
NET INCOME/(EXPENDITURE)		<u>(15,575)</u>	<u>-</u>	<u>(15,575)</u>	<u>(13,781)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		224,286	6,160	230,446	244,227
TOTAL FUNDS CARRIED FORWARD		<u>208,711</u>	<u>6,160</u>	<u>214,871</u>	<u>230,446</u>

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet
31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	13	43,310	-	43,310	42,247
Investments	14	137,847	-	137,847	146,768
		181,157	-	181,157	189,015
CURRENT ASSETS					
Stocks	15	210	-	210	125
Debtors	16	3,910	-	3,910	5,013
Cash in hand		39,026	6,160	45,186	61,968
		43,146	6,160	49,306	67,106
CREDITORS					
Amounts falling due within one year	17	(15,592)	-	(15,592)	(25,675)
NET CURRENT ASSETS					
		27,554	6,160	33,714	41,431
TOTAL ASSETS LESS CURRENT LIABILITIES					
		208,711	6,160	214,871	230,446
NET ASSETS					
		208,711	6,160	214,871	230,446
FUNDS					
	18				
Unrestricted funds				208,711	224,286
Restricted funds				6,160	6,160
TOTAL FUNDS					
				214,871	230,446

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

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

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet - continued
31 MARCH 2023**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 5 July 2023 and were signed on its behalf by:

Mrs S Murphy - Trustee

Mrs M Hulance - Trustee

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments.

The financial statements are presented in sterling and rounded to the nearest pound.

Going concern

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Income

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

Subscription income is allocated evenly over the subscription year to 31 December.

Event income is recognised when the event takes place.

Income from suspended WI's is recognised as a donation to the Federation after 3 years of holding the balance as custodian trustee.

Expenditure and liabilities

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

Tangible fixed assets

Depreciation is provided in order to write off each asset over its estimated useful life. All equipment with a value of below £100 will be written off in the year it is purchased.

Equipment will be written off over 10 years. In years 1 - 5, 90% will be written off in equal instalments and years 6 - 10 the balance will be written off equally leaving a balance of £1.

Equipment revalued in 2020 will be written off over its estimated useful life in equal instalments.

Freehold property, which is held at cost, is not depreciated as the property is maintained in good condition such that a high residual value is maintained and any depreciation would not be material.

Taxation

The charity is exempt from tax on its charitable activities.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

1. ACCOUNTING POLICIES - continued

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Debtors are measured on initial recognition at settlement amount after any amounts advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and short-term investments

Cash at bank is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

Creditors

The charity has creditors which are measured at settlement amounts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Judgements and key sources of estimation uncertainty

Accounting judgements

No judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

2. DONATIONS AND LEGACIES

	Period 1.1.22 to 31.3.23 £	Year Ended 31.12.21 £
Donations from suspended WI's	2,749	3

3. OTHER TRADING ACTIVITIES

	Period 1.1.22 to 31.3.23 £	Year Ended 31.12.21 £
Merchandise income	11,864	6,256

4. INVESTMENT INCOME

	Period 1.1.22 to 31.3.23 £	Year Ended 31.12.21 £
Investment income	2,210	1,363

5. INCOME FROM CHARITABLE ACTIVITIES

	Period 1.1.22 to 31.3.23 £	Year Ended 31.12.21 £
Other income	3,412	3,272
Subscriptions	52,015	36,317
Events	36,812	8,673
Other income	47	-
	92,286	48,262

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Administration	-	88,528	88,528
Events	20,098	-	20,098
	<u>20,098</u>	<u>88,528</u>	<u>108,626</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Administration	85,808	2,720	88,528
	<u>85,808</u>	<u>2,720</u>	<u>88,528</u>

Support costs, included in the above, are as follows:

Management

	Period 1.1.22 to 31.3.23	Year Ended 31.12.21 Total administration activities
	£	£
Wages	53,418	40,723
Pensions	808	615
W.I. House expenses	10,288	5,602
Office expenses	7,952	3,262
Travel and meetings	8,592	1,435
Accountancy	364	267
Subscriptions and professional fees	1,522	1,464
Education and training	558	220
Bank charges	638	134
Depreciation of tangible and heritage assets	1,668	843
	<u>85,808</u>	<u>54,565</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

**7. SUPPORT COSTS - continued
Governance costs**

	Period 1.1.22 to 31.3.23	Year Ended 31.12.21 Total
	Administration £	activities £
Accounting and examiner's fees	<u>2,720</u>	<u>3,239</u>

8. NET INCOME/(EXPENDITURE)

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

	Period 1.1.22 to 31.3.23	Year Ended 31.12.21
	£	£
Depreciation - owned assets	<u>1,668</u>	<u>842</u>

9. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to £1,000 (2021 £985), relating to the independent examination fee and £1,720 (2021: £2,254), relating to payroll and other accounting services.

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 March 2023 nor for the year ended 31 December 2021.

Trustees' expenses

During the period ended 31 March 2023, 13 trustees were reimbursed their travel expenses whilst on WI business and carrying out other committee duties (2021 - 11). The total of such expenses paid was £3,232 (2020 - £2,640).

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

11. STAFF COSTS

	Period 1.1.22 to 31.3.23 £	Year Ended 31.12.21 £
Wages and salaries	53,418	40,723
Other pension costs	808	615
	<u>54,226</u>	<u>41,338</u>

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

	Period 1.1.22 to 31.3.23	Year Ended 31.12.21
Administration	<u>3</u>	<u>3</u>

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

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3	-	3
Charitable activities			
Administration	39,589	-	39,589
Events	8,673	-	8,673
Other trading activities	6,256	-	6,256
Investment income	1,363	-	1,363
Total	<u>55,884</u>	<u>-</u>	<u>55,884</u>
EXPENDITURE ON			
Raising funds	3,099	-	3,099
Charitable activities			
Administration	58,904	-	58,904
Events	4,593	-	4,593
Total	<u>66,596</u>	<u>-</u>	<u>66,596</u>
Net gains/(losses) on investments	<u>(3,069)</u>	<u>-</u>	<u>(3,069)</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	(13,781)	-	(13,781)
RECONCILIATION OF FUNDS			
Total funds brought forward	238,067	6,160	244,227
TOTAL FUNDS CARRIED FORWARD	<u>224,286</u>	<u>6,160</u>	<u>230,446</u>

13. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Totals £
COST			
At 1 January 2022	38,648	5,541	44,189
Additions	-	2,731	2,731
At 31 March 2023	<u>38,648</u>	<u>8,272</u>	<u>46,920</u>
DEPRECIATION			
At 1 January 2022	-	1,942	1,942
Charge for year	-	1,668	1,668
At 31 March 2023	<u>-</u>	<u>3,610</u>	<u>3,610</u>
NET BOOK VALUE			
At 31 March 2023	<u>38,648</u>	<u>4,662</u>	<u>43,310</u>
At 31 December 2021	<u>38,648</u>	<u>3,599</u>	<u>42,247</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

14. FIXED ASSET INVESTMENTS

	Unlisted investments £	Cash deposits £	Totals £
MARKET VALUE			
At 1 January 2022	59,837	90,000	149,837
Disposals	-	(315)	(315)
Revaluations	(8,606)	-	(8,606)
	<u>51,231</u>	<u>89,685</u>	<u>140,916</u>
At 31 March 2023	51,231	89,685	140,916
PROVISIONS			
At 1 January 2022 and 31 March 2023	3,069	-	3,069
	<u>3,069</u>	<u>-</u>	<u>3,069</u>
NET BOOK VALUE			
At 31 March 2023	48,162	89,685	137,847
	<u>48,162</u>	<u>89,685</u>	<u>137,847</u>
At 31 December 2021	56,768	90,000	146,768
	<u>56,768</u>	<u>90,000</u>	<u>146,768</u>

There were no investment assets outside the UK.

The fair value of the unlisted investments is determined by reference to the bid price of the underlying pooled funds as valued by the respective investment managers on a daily basis.

15. STOCKS

	2023 £	2021 £
Finished goods	210	125
	<u>210</u>	<u>125</u>

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2021 £
Trade debtors	1,812	1,048
Prepayments and accrued income	2,098	3,965
	<u>3,910</u>	<u>5,013</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2021
	£	£
Trade creditors	1,298	7,025
Accruals and deferred income	14,294	18,650
	<u>15,592</u>	<u>25,675</u>

18. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.3.23
	£	£	£
Unrestricted funds			
General fund	202,800	(15,575)	187,225
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
	<u>224,286</u>	<u>(15,575)</u>	<u>208,711</u>
Restricted funds			
Turnball Bursary Fund	500	-	500
Denman Travel Fund	188	-	188
Celebrations Bursary Fund	1,000	-	1,000
Mrs S Spencer - legacy	1,000	-	1,000
Mrs MacDonald - legacy	500	-	500
Mrs J Flavell - legacy	420	-	420
Newman - Phillips Bursary	1,000	-	1,000
NFWI Membership Prize	500	-	500
WI Guide/Marketing Initiative	552	-	552
Mrs P King - legacy	500	-	500
	<u>6,160</u>	<u>-</u>	<u>6,160</u>
TOTAL FUNDS	<u>230,446</u>	<u>(15,575)</u>	<u>214,871</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	109,109	(116,078)	(8,606)	(15,575)
	<u>109,109</u>	<u>(116,078)</u>	<u>(8,606)</u>	<u>(15,575)</u>
TOTAL FUNDS	<u>109,109</u>	<u>(116,078)</u>	<u>(8,606)</u>	<u>(15,575)</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	216,581	(13,781)	202,800
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
	<u>238,067</u>	<u>(13,781)</u>	<u>224,286</u>
Restricted funds			
Turnball Bursary Fund	500	-	500
Denman Travel Fund	188	-	188
Celebrations Bursary Fund	1,000	-	1,000
Mrs S Spencer - legacy	1,000	-	1,000
Mrs MacDonald - legacy	500	-	500
Mrs J Flavell - legacy	420	-	420
Newman - Phillips Bursary	1,000	-	1,000
NFWI Membership Prize	500	-	500
WI Guide/Marketing Initiative	552	-	552
Mrs P King - legacy	500	-	500
	<u>6,160</u>	<u>-</u>	<u>6,160</u>
TOTAL FUNDS	<u>244,227</u>	<u>(13,781)</u>	<u>230,446</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	55,884	(66,596)	(3,069)	(13,781)
	<u>55,884</u>	<u>(66,596)</u>	<u>(3,069)</u>	<u>(13,781)</u>
TOTAL FUNDS	<u>55,884</u>	<u>(66,596)</u>	<u>(3,069)</u>	<u>(13,781)</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE PERIOD 1 JANUARY 2022 TO 31 MARCH 2023**

18. MOVEMENT IN FUNDS - continued

Fund Name	Description and use
Relocation/refurbishment fund	A designated fund to set funds aside for future relocation or refurbishment of the headquarters
Annual Meeting Fund	A designated fund to set funds aside for the annual meeting
Equipment Reserve	Funds held for equipment
Maintenance Reserve	Funds held for maintenance
Denman Dip	Annual award for course at Denman College
Turnball Bursary Fund	Legacy for Denman Bursary
Denman Travel Fund	Biannual award for travel to Denman College
Celebrations Bursary Fund	Legacy for Denman Bursary
Mrs S Spencer - Legacy	Legacy for Denman Bursary
Mrs MacDonald - Legacy	Legacy for Denman Bursary
Mrs J Flavell - Legacy	Legacy for Denman Bursary
Newman - Phillips Bursary	Legacy for Denman Bursary
Suspended WI's	Funds held for 3 years in case WI re-opens
Funds held on behalf of groups	Funds held on behalf of groups
NFWI Membership Prize	Prize held over
WI Guide/Marketing Initiative	Funds awarded by NFWI for marketing
Mrs P King - legacy	Legacy for Denman Bursary

19. RELATED PARTY DISCLOSURES

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

AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

England & Wales - Charity number 1022293

Accounts

REGISTERED COMPANY NUMBER: 02821499 (England and Wales)
REGISTERED CHARITY NUMBER: 1022293

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

Report of the Trustees and

Unaudited Financial Statements

for the Year Ended 31 December 2021

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Contents of the Financial Statements
FOR THE YEAR ENDED 31 DECEMBER 2021**

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Notes to the Financial Statements	11 to 21

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the company during the period has been the furtherance of the purposes of the Women's Institute movement in the area formerly known as Avon, now Bristol, Bath, NE Somerset, S Gloucester and N Somerset. The activities organised by the charity are consistent with upholding the objects of the Women's Institute charity of which the main purpose is to enable women who are associated with rural life, including arts, craft and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music and drama.

Significant activities

The charity's objects during this difficult period have continued to be met by providing a variety of educational and other events, some virtually but also face to face once restrictions started to ease. It is hoped the endeavours of the Federation will encourage members to re-join again in April 2022.

Public benefit

The trustees have had regard to the Charity Commission's public benefit guidance when carrying out activities to which it is relevant.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Membership

Membership numbers have fallen during 2021 to 3791 at the year end, a fall of 4%. This is in part due to an aging membership and members who have not re-joined due to Covid restrictions. It is hoped that the membership will remain steady for 2022. Avon Federation had at the year-end 101 WIs.

Activities

Following our experiences of 2020, we planned to continue with holding some events via Zoom and where possible to have face to face meetings - it has been evident that some members have been uncertain about attending events in person, but as we have progressed into the year more and more members have started to book and attend those events.

The Federation decided to continue with a Zoom licence to give flexibility ongoing into the future - we have been able to have virtual Committee meetings and talks, thereby keeping contact with our members. The Membership Support team (WIA's) have been proactive in holding 'Open Days via Zoom on a range of topics, which have included the role of Presidents, secretaries and treasures, the role of IFEs (Independent Financial Examiners) , the role of WIAs and input from Board members. The Advisers have been supporting WIs through virtual chats or face to face while visiting WIs. During the following months, a range of talks have followed including Seated Zumba, a talk on the Glen Miller Band, Around the World on a Tandem, there was also an engaging and humorous talk from Dorothy Cook, who had been a midwife for 40years, then there was a talk on the Mayflower connection and Howard Middleton, a competitor in the Bake Off gave an interesting talk about this experience. In March we held the Spring meeting via Zoom with Sarah Drew Jones, the Editor of WI Life and input from the Bristol Charity One25. Also, during the year, we have had workshops on Faux Calligraphy, cocktail making and decoupage. We had 'Jail Tales' memories of a 'lady' prison governor- this highlighted the plight of many women who end up in the prison system. Members took part in walks; one was combined with a Treasure Hunt in the Blaise Estate and the other was a walk-through Oldbury Park in the Frome Valley. In August, as we were able to meet outside, we had another Golf Croquet workshop, always popular

Other activities through the year - a small number of members have been taking part in the 'Avon writers on Line' writing group, the Federation had members enter the Lady Denman Cup competition, sadly no winners this time, a member took part in the Chelsea College of Art Project , a video of this was on the MyWI website, and some members took part in Watercolour painting workshop. Also, during the year some members entered the 'Chairman's Challenge' - members were invited to enter a competition to design and work a postcard, with the title 'Brighten up some ones day' - a number of excellent works came in - the entries will be on display at the 2022 AM. In November there was a face-to-face craft day where the theme was repurposing clothes, the environment and Horticulture. The Federation held a Hybrid Annual meeting at the end of September where the main speaker was Lynne Stubbings, past Chair of NFWI and we also had an update on the work of Children's Hospice Southwest. To finish off the year there was a members shopping experience at John Lewis and then the Carol Service, where members were treated to some excellent singing by the Avon Federation choir. In October there was a talk by Dr Amy Frost, who updated us on the work that has been carried out to improve the visitor experience while visiting No1 Royal Crescent. Wendy Clegg, a Climate Ambassador has been keeping members informed via 'write-ups' in the Avon News. Updates on the activities of ACWW (Associated Country Women of the World) have been a regular feature in the Avon News - The Avon News has continued to be published by the Federation Secretary so that members have been kept fully informed throughout the time Covid restrictions have been in place. The Avon News is a great vehicle for members to find out about events and activities within the Federation, but also for members to find updates on Membership issues, Finance, running WI efficiently and any other relevant topics that inform members and give guidance on the efficient running of each WI. Some of the topics that have been included during the year have included: 200 Club, Gift Aid, Flexible subscriptions, MCS Updates, information on Facebook, the Federation's financial position, Resolution updates ,and running the WI 'Groups'.

The Skittles and Darts Competitions which started in 2020 eventually completed in late 2021 and early 2022, just in time to start this year's competitions.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2021**

We are planning to have many of the cancelled/postponed events in the programme for 2022, along with the Federation Holidays, face to face Spring Meeting and the Annual Meeting - the 2022 meeting will be at BAWA with the Rev. Kate Bottley confirmed as the guest speaker - so great things to look forward to.

FINANCIAL REVIEW

Financial position

Our financial policy is to deliver a small surplus year on year in order that the Federation can continue to meet its aims and objectives for the coming years.

Income for the year was £55,884 (2020 - £52,819). The increase being due to the impact of Covid-19 in 2020 as subscriptions were spread over 15 months and 3 months were carried forward to 2021.

Expenditure for the year was £66,596 (2020 - £66,215) .

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2021

FINANCIAL REVIEW

Reserves policy

The Federation maintains a level of unrestricted funds for the following reasons:

1. WI House is an old building, built in 1840 and therefore could require major repairs, which would not be covered by insurance.
2. In order to continue the aims and objects of the WI will be necessary to undertake major alterations to the property to provide usable and flexible space.
3. The level of reserves is maintained by an Annual Budget, which ensures that the income from events organised by the Federation is able to balance the running costs of the office, such as staff salaries, house maintenance, utilities and insurance of the property. The Trustees aim to maintain sufficient unrestricted funds (free reserves) to cover 24 months' support costs which were £58,000 for 2021.
4. It is important that the level of unrestricted funds is maintained to cushion the effects of a fall in income resulting from potential decreases in membership numbers and event income. The level of funds reduced during 2021 due to the current Covid 19 pandemic and is expected to fall again in 2022. Whilst we have received 23.4% of members subscriptions, for the Federation to operate it relies heavily on the surpluses made on its events programme and other activities. At this point in time, a full programme is being worked on for 2022 but the membership response initially has been slow, this is increasing, and it is hoped the appetite for events will continue increase as the year goes on.
5. During 2019 the Trustees decided as they had not been able to find suitable premises the way forward is to undertake major alterations to reconfigure the building to provide the additional usable space required. Plans have been drawn up and approved. However due to Covid-19 the alterations planned for 2020 will now be deferred to 2022 given the working restrictions and financial implications referred to in this report.

Free reserves, being general funds less tangible fixed assets, stood at £160,553 at 31 December 2021 (31 December 2020 - £175,933).

Covid 19

The trustees have considered the impact that the Covid 19 pandemic will have on the charity's current and future financial position. The charity is taking the following steps to mitigate the threats that Covid 19 may pose to the organisation:

- Planned expenditure on WI House renovations are being delayed until reserves recover.
- As Covid restrictions are being eased a full programme of events are being planned, returning to live events rather than Zoom with well-known personalities to try and attract more members. All the events are being actively promoted by the Trustees as well as being promoted on the Avon Federation Facebook page. Each Committee is aware of the "Net" contribution it should make for 2022.
- As the Federation holiday for April has been well supported a further holiday is being planned for October 2022, which should bring in welcome funds. Incentives are to be considered to boost other income streams.
- Expenditure is being reviewed with a view to making savings wherever possible. Travelling costs are being reduced by holding every other Board and Committee meeting by Zoom. Zoom has also helped the Officers meet more frequently and at short notice where the need arises. Whilst it is appreciated that digital means of communicating, such as Newsletters and applications, is not popular with all members, consideration to use this method is currently under review. This would make the cost of Newsletters cheaper as well as a saving in postage and office staff time.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2021

FINANCIAL REVIEW

- The Membership Support Committee (MSC) are actively engaging with W.I.'s and their members to encourage members to re-join, some of these as Zoom "Open Days". The Federations website will be updated to try and attract new members. MSC are also looking into the possibility of opening new WI's where there are gaps in the Federation.

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved for the following reasons:

- The charity holds free reserves as detailed above.

- The latest budget for 2022 indicates a deficit of £18,500 based on most members re-joining, which is supported by the budgets received from WI's for the subscription year 2022/2023. As the Federation holiday has been better supported than expected and other income streams are improving it is expected that this will be reduced. Given the unrestricted funds this is sustainable.

The trustees therefore consider it appropriate to adopt the going concern basis of preparation of the accounts, as detailed in note 1 to the financial statements.

Investment Policy

Reserve funds are maintained in various deposit accounts with Lloyds and HSBC. Additional Investments are held as term deposits with Leeds Building Society, Virgin Money and Redwood Bank. Charity Bonds are also held with M&G, Schroders and Black Rock. These mix of investments meets the Board's investment strategy of a low-risk policy.

FUTURE PLANS

A full diary of events has been planned for 2022 and it is hoped that conditions will allow these to take place. Other ways of supplementing the Federations income are being investigated to cover the anticipated deficit in 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document which sets out its constitution and rules (the Rule Book), a deed of trust and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment, appointment, induction and training of new trustees

Trustees are nominated by the members. If there are more than 12 nominations, then an election is held. Trustees serve for a 2-year term. Trustees can also be co-opted by the Board and will serve until the end of the period. Currently the Board consists of 11 Trustees. 3 Officers took part in a pilot for online Trustees training in 2021, and it is anticipated this will be rolled out by NFWI in 2022 for all Trustees. An election will take place later this year and it is hoped that new members will come forward as some Trustees have indicated that they do not wish to stand for another term.

Organisational structure

The Board of Trustees may exercise all the powers of The Avon County Federation of Women's Institutes. The Federation's activities are organised through a number of committees.

The Board of Trustees meets eleven times a year;(mainly by zoom in 2021) it makes all policy decisions and receives reports which need to be approved from committees which hold responsibility for specific areas of activity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02821499 (England and Wales)

Registered Charity number
1022293

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2021**

Registered office

WI House
11 Station Road
Keynsham
Bristol
BS31 2BH

Trustees

Mrs S Murphy Chair
Mrs J Massey Vice Chair
Mrs D Millard Vice Chair
Mrs M Hulance Treasurer
Mrs M Berryman
Mrs C Coombs
Mrs S R Meadows
Mrs J M Morton
Mrs L A Sellers
Mrs L Tarr
Mrs A C Brodribb

Company Secretary

Mrs S Birch

Independent Examiner

Haines Watts
Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

FUNDS HELD AS CUSTODIAN FOR OTHERS

At the year end £9,138 (2020 - £4,571) was held on behalf of groups which do not have their own accounts. This figure has been excluded from the accounts in accordance with the Statement of Recommended Practice guidance on holding funds as custodian trustee.

In addition, £44,308 (2020 - £47,030) was collected as subscriptions and paid to the National Federation of Women's Institute. This figure has been excluded from the financial statements.

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

Approved by order of the board of trustees on 23 February 2022 and signed on its behalf by:

Mrs M Hulance - Trustee

**Independent Examiner's Report to the Trustees of
The Avon County Federation of Women's
Institutes**

Independent examiner's report to the trustees of The Avon County Federation of Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

I have no concerns, other than the matter set out below, 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.

Matter of concern identified

The Trustees' view on the impact of Covid-19 is disclosed in the Trustees' Report and in the accounting policies note. However, not all future events or conditions can be predicted. The Covid-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charity.

Geoffrey Speirs FCA
Institute of Chartered Accountants in England and Wales
Haines Watts
Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

23 February 2022

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	3	-	3	2,132
Charitable activities					
Administration	5	39,589	-	39,589	34,855
Events		8,673	-	8,673	3,159
Other trading activities	3	6,256	-	6,256	10,793
Investment income	4	1,363	-	1,363	1,880
Total		55,884	-	55,884	52,819
EXPENDITURE ON					
Raising funds		3,099	-	3,099	3,845
Charitable activities					
Administration	6	58,904	-	58,904	56,654
Events		4,593	-	4,593	1,260
Other	8	-	-	-	4,456
Total		66,596	-	66,596	66,215
Net gains/(losses) on investments		(3,069)	-	(3,069)	1,618
NET INCOME/(EXPENDITURE)		(13,781)	-	(13,781)	(11,778)
RECONCILIATION OF FUNDS					
Total funds brought forward		238,067	6,160	244,227	256,005
TOTAL FUNDS CARRIED FORWARD		224,286	6,160	230,446	244,227

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet
31 DECEMBER 2021**

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	14	42,247	-	42,247	40,648
Investments	15	146,768	-	146,768	159,837
		<u>189,015</u>	<u>-</u>	<u>189,015</u>	<u>200,485</u>
CURRENT ASSETS					
Stocks	16	125	-	125	124
Debtors	17	5,013	-	5,013	2,965
Cash in hand		55,808	6,160	61,968	59,136
		<u>60,946</u>	<u>6,160</u>	<u>67,106</u>	<u>62,225</u>
CREDITORS					
Amounts falling due within one year	18	(25,675)	-	(25,675)	(18,483)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CURRENT ASSETS		<u>35,271</u>	<u>6,160</u>	<u>41,431</u>	<u>43,742</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>224,286</u>	<u>6,160</u>	<u>230,446</u>	<u>244,227</u>
NET ASSETS					
		<u>224,286</u>	<u>6,160</u>	<u>230,446</u>	<u>244,227</u>
FUNDS					
	19				
Unrestricted funds				224,286	238,067
Restricted funds				6,160	6,160
TOTAL FUNDS				<u>230,446</u>	<u>244,227</u>

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

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

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet - continued
31 DECEMBER 2021**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 23 February 2022 and were signed on its behalf by:

Mrs S Murphy - Trustee

Mrs M Hulance - Trustee

The notes form part of these financial statements

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Notes to the Financial Statements FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments.

The financial statements are presented in sterling and rounded to the nearest pound.

Going concern

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. However, the Covid-19 pandemic is likely to have a profound impact on the global economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charitable company's current and future financial position as explained in the Trustees' Report Reserves Policy section. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Income

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

Subscription income is allocated evenly over the subscription year to 31 December.

Event income is recognised when the event takes place.

Income from suspended WI's is recognised as a donation to the Federation after 3 years of holding the balance as custodian trustee.

Expenditure and liabilities

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

Tangible fixed assets

Depreciation is provided in order to write off each asset over its estimated useful life. All equipment with a value of below £100 will be written off in the year it is purchased.

Equipment will be written off over 10 years. In years 1 - 5, 90% will be written off in equal instalments and years 6 - 10 the balance will be written off equally leaving a balance of £1.

Equipment revalued in 2020 will be written off over its estimated useful life in equal instalments.

Freehold property, which is held at cost, is not depreciated as the property is maintained in good condition such that a high residual value is maintained and any depreciation would not be material.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

1. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Debtors are measured on initial recognition at settlement amount after any amounts advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and short-term investments

Cash at bank is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

Creditors

The charity has creditors which are measured at settlement amounts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Judgements and key sources of estimation uncertainty

The following judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

Depreciation

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

2. DONATIONS AND LEGACIES		2021	2020
		£	£
Donations from suspended WI's		3	2,132
		<u><u> </u></u>	<u><u> </u></u>
3. OTHER TRADING ACTIVITIES		2021	2020
		£	£
Merchandise income		6,256	10,793
		<u><u> </u></u>	<u><u> </u></u>
4. INVESTMENT INCOME		2021	2020
		£	£
Investment income		1,363	1,880
		<u><u> </u></u>	<u><u> </u></u>
5. INCOME FROM CHARITABLE ACTIVITIES		2021	2020
	Activity	£	£
Other income	Administration	3,272	2,888
Subscriptions	Administration	36,317	31,967
Events	Events	8,673	3,159
		<u><u> </u></u>	<u><u> </u></u>
		48,262	38,014
		<u><u> </u></u>	<u><u> </u></u>
6. CHARITABLE ACTIVITIES COSTS			
		Direct	Support
		Costs	costs (see
		£	£
Administration		1,100	57,804
Events		4,593	-
		<u><u> </u></u>	<u><u> </u></u>
		5,693	57,804
		<u><u> </u></u>	<u><u> </u></u>
			Totals
			£
			58,904
			4,593
			<u><u> </u></u>
			63,497
			<u><u> </u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Administration	<u>54,565</u>	<u>3,239</u>	<u>57,804</u>

Support costs, included in the above, are as follows:

Management

	2021 Administration £	2020 Total activities £
Wages	40,723	38,042
Pensions	615	581
W.I. House Expenses	5,602	5,973
Office expenses	3,262	3,896
Travel and meetings	1,435	1,824
Accountancy	267	313
Subscriptions and professional fees	1,464	1,282
Education and training	220	350
Bank charges	134	94
Depreciation of tangible and heritage assets	843	406
	<u>54,565</u>	<u>52,761</u>

Governance costs

	2021 Administration £	2020 Total activities £
Accounting and examiner's fees	<u>3,239</u>	<u>2,239</u>

8. OTHER

	2021 £	2020 £
Write out funds held on behalf of groups	<u>-</u>	<u>4,456</u>

Other expenditure in the prior year relates to the removal of funds from the accounts held on behalf of suspended WI's as these are now considered to be held as custodian trustee.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

9. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	842	407
	<u> </u>	<u> </u>

10. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to £985 (2020 £980), relating to the independent examination fee and £2,254 (2020: £1,259), relating to payroll and other accounting services.

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

During the year ended 31 December 2021, 11 trustees were reimbursed their travel expenses whilst on WI business and carrying out other committee duties (2020 - 15) . The total of such expenses paid was £2,640 (2020 - £2,466).

12. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	40,723	38,042
Other pension costs	615	581
	<u> </u>	<u> </u>
	41,338	38,623
	<u> </u>	<u> </u>

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

	2021	2020
Administration	3	3
	<u> </u>	<u> </u>

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

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	2,132	-	2,132
Charitable activities			
Administration	34,855	-	34,855
Events	3,159	-	3,159
Other trading activities	10,793	-	10,793
Investment income	1,880	-	1,880
Total	<u>52,819</u>	<u>-</u>	<u>52,819</u>
EXPENDITURE ON			
Raising funds	3,845	-	3,845
Charitable activities			
Administration	56,654	-	56,654
Events	1,260	-	1,260
Other	-	4,456	4,456
Total	<u>61,759</u>	<u>4,456</u>	<u>66,215</u>
Net gains on investments	1,618	-	1,618
NET INCOME/(EXPENDITURE)	<u>(7,322)</u>	<u>(4,456)</u>	<u>(11,778)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	245,389	10,616	256,005
TOTAL FUNDS CARRIED FORWARD	<u><u>238,067</u></u>	<u><u>6,160</u></u>	<u><u>244,227</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

14. TANGIBLE FIXED ASSETS

	Freehold property £	Equipment £	Totals £
COST			
At 1 January 2021	38,648	2,000	40,648
Additions	-	3,541	3,541
	<hr/>	<hr/>	<hr/>
At 31 December 2021	38,648	5,541	44,189
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
Charge for year	-	842	842
Impairments	-	1,100	1,100
	<hr/>	<hr/>	<hr/>
At 31 December 2021	-	1,942	1,942
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 December 2021	38,648	3,599	42,247
	<hr/>	<hr/>	<hr/>
At 31 December 2020	38,648	2,000	40,648
	<hr/>	<hr/>	<hr/>

At the year end, equipment was depreciated by a further

15. FIXED ASSET INVESTMENTS

	Unlisted investments £	Cash deposits £	Totals £
MARKET VALUE			
At 1 January 2021	59,837	100,000	159,837
Additions	-	40,000	40,000
Disposals	-	(50,000)	(50,000)
	<hr/>	<hr/>	<hr/>
At 31 December 2021	59,837	90,000	149,837
	<hr/>	<hr/>	<hr/>
PROVISIONS			
Revaluation adjustments	3,069	-	3,069
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 December 2021	56,768	90,000	146,768
	<hr/>	<hr/>	<hr/>
At 31 December 2020	59,837	100,000	159,837
	<hr/>	<hr/>	<hr/>

There were no investment assets outside the UK.

Cost or valuation at 31 December 2021 is represented by:

	Unlisted investments £	Cash deposits £	Totals £
Valuation in 2021	59,837	90,000	149,837
	<hr/>	<hr/>	<hr/>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

15. FIXED ASSET INVESTMENTS - continued

The fair value of the unlisted investments is determined by reference to the bid price of the underlying pooled funds as valued by the respective investment managers on a daily basis.

16. STOCKS

	2021	2020
	£	£
Finished goods	125	124
	<u> </u>	<u> </u>

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	1,048	432
Prepayments and accrued income	3,965	2,533
	<u> </u>	<u> </u>
	5,013	2,965
	<u> </u>	<u> </u>

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	7,025	3,027
Accruals and deferred income	18,650	15,456
	<u> </u>	<u> </u>
	25,675	18,483
	<u> </u>	<u> </u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

19. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	216,581	(13,781)	202,800
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
	<u>238,067</u>	<u>(13,781)</u>	<u>224,286</u>
Restricted funds			
Turnball Bursary Fund	500	-	500
Denman Travel Fund	188	-	188
Celebrations Bursary Fund	1,000	-	1,000
Mrs S Spencer - legacy	1,000	-	1,000
Mrs MacDonald - legacy	500	-	500
Mrs J Flavell - legacy	420	-	420
Newman - Phillips Bursary	1,000	-	1,000
NFWI Membership Prize	500	-	500
WI Guide/Marketing Initiative	552	-	552
Mrs P King - legacy	500	-	500
	<u>6,160</u>	<u>-</u>	<u>6,160</u>
TOTAL FUNDS	<u><u>244,227</u></u>	<u><u>(13,781)</u></u>	<u><u>230,446</u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	55,884	(66,596)	(3,069)	(13,781)
	<u>55,884</u>	<u>(66,596)</u>	<u>(3,069)</u>	<u>(13,781)</u>
TOTAL FUNDS	<u><u>55,884</u></u>	<u><u>(66,596)</u></u>	<u><u>(3,069)</u></u>	<u><u>(13,781)</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	223,895	(7,314)	216,581
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
Denman Dip Fund	8	(8)	-
	<u>245,389</u>	<u>(7,322)</u>	<u>238,067</u>
Restricted funds			
Turnball Bursary Fund	500	-	500
Denman Travel Fund	188	-	188
Celebrations Bursary Fund	1,000	-	1,000
Mrs S Spencer - legacy	1,000	-	1,000
Mrs MacDonald - legacy	500	-	500
Mrs J Flavell - legacy	420	-	420
Newman - Phillips Bursary	1,000	-	1,000
Suspended WI's	4,456	(4,456)	-
NFWI Membership Prize	500	-	500
WI Guide/Marketing Initiative	552	-	552
Mrs P King - legacy	500	-	500
	<u>10,616</u>	<u>(4,456)</u>	<u>6,160</u>
TOTAL FUNDS	<u><u>256,005</u></u>	<u><u>(11,778)</u></u>	<u><u>244,227</u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	52,827	(61,759)	1,618	(7,314)
Denman Dip Fund	(8)	-	-	(8)
	<u>52,819</u>	<u>(61,759)</u>	<u>1,618</u>	<u>(7,322)</u>
Restricted funds				
Suspended WI's	-	(4,456)	-	(4,456)
	<u>-</u>	<u>(4,456)</u>	<u>-</u>	<u>(4,456)</u>
TOTAL FUNDS	<u><u>52,819</u></u>	<u><u>(66,215)</u></u>	<u><u>1,618</u></u>	<u><u>(11,778)</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

19. MOVEMENT IN FUNDS - continued

Fund Name	Description and use
Relocation/refurbishment fund	A designated fund to set funds aside for future relocation or refurbishment of the headquarters
Annual Meeting Fund	A designated fund to set funds aside for the annual meeting
Equipment Reserve	Funds held for equipment
Maintenance Reserve	Funds held for maintenance
Denman Dip	Annual award for course at Denman College
Turnball Bursary Fund	Legacy for Denman Bursary
Denman Travel Fund	Biannual award for travel to Denman College
Celebrations Bursary Fund	Legacy for Denman Bursary
Mrs S Spencer - Legacy	Legacy for Denman Bursary
Mrs MacDonald - Legacy	Legacy for Denman Bursary
Mrs J Flavell - Legacy	Legacy for Denman Bursary
Newman - Phillips Bursary	Legacy for Denman Bursary
Suspended WI's	Funds held for 3 years in case WI re-opens
Funds held on behalf of groups	Funds held on behalf of groups
NFWI Membership Prize	Prize held over
WI Guide/Marketing Initiative	Funds awarded by NFWI for marketing

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

England & Wales - Charity number 1022293

Accounts

REGISTERED COMPANY NUMBER: 02821499 (England and Wales)
REGISTERED CHARITY NUMBER: 1022293

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

Report of the Trustees and

Unaudited Financial Statements

for the Year Ended 31 December 2020

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Contents of the Financial Statements
FOR THE YEAR ENDED 31 DECEMBER 2020**

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THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activity of the company during the period has been the furtherance of the purposes of the Women's Institute movement in the area formerly known as Avon, now Bristol, Bath, NE Somerset, S Gloucester and N Somerset. The activities organised by the charity are consistent with upholding the objects of the Women's Institute charity of which the main purpose is to enable women who are associated with rural life, including arts, craft and sciences, to improve and develop conditions of rural life, to advance their education in citizenship, in public questions both national and international, in music and drama.

Significant activities

The charity's objects during this difficult period have continued to be met by providing a variety of educational and other events, mostly virtually. It is hoped the endeavours of the Federation will encourage members to rejoin in April 2021.

Public benefit

The trustees have had regard to the Charity Commission's public benefit guidance when carrying out activities to which it is relevant.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Membership

Membership numbers have fallen during 2020 to 3949 at the year end a fall of 7%. This is in part due to an aging membership and members who had not re-joined at the time of the 1st lockdown in 2020. At the time of writing this report it is unclear on the numbers of members re-joining.

Activities

Many events and activities were planned for the year and having started with a walk around Portishead in January, followed by a Craft and Coffee morning, a talk on the history of the Victorian Gardens of Arnos Vale Cemetery and New Officers Training, we were then having to cancel or postpone all our planned programme of events and activities that our committees had arranged for the months ahead. This also included the cancellation of the planned holidays for 2020. We put a "pause" on the Skittles and Darts competition and hope to complete this in 2021.

We went into the 1st Lockdown from the middle of March and then quickly realised that Covid restrictions would be continuing for some time. At this point the Federation decided to have a Zoom licence, which has enabled us to have virtual Committee meetings and talks, thereby keeping contact with our members. During the following months a range of talks have followed including: A Virtual Tour of Cambridge, Ghosts of Hampton Court, An afternoon with author Clare Macintosh, Historical Gossip of Hampton Court, A Quirky and Fun Quiz, The Glastonbury Music Festival, Kate MacDonald on Book Publishing, Christmas Traditions. Membership Support Committee put on Virtual "Open Days" for members over several months and the Federation held a Hybrid Annual meeting at the end of September.

We are planning to have many of the cancelled/postponed events once restrictions are lifted.

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2020**

FINANCIAL REVIEW

Financial position

Our Financial policy is to deliver a small surplus year on year in order that the Federation can continue to meet its aims and objectives for the coming years.

Income for the year was £52,819 (2019 - £129,176). The decrease being due to the impact of Covid-19 reducing event income by £59,724 and subscriptions by 20 percent as subscriptions were spread over 15 months and 3 months were carried forward to 2021.

Expenditure for the year was £66,215 (2019 - £116,810) also reflecting the impact of Covid-19.

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2020

FINANCIAL REVIEW

Reserves policy

The Federation maintains a level of unrestricted funds for the following reasons:

1. WI House is an old building, built in 1840 and therefore could require major repairs, which would not be covered by insurance.
2. In order to continue the aims and objects of the WI will be necessary to undertake major alterations to the property to provide usable and flexible space.
3. The level of reserves is maintained by an Annual Budget, which ensures that the income from events organised by the Federation is able to balance the running costs of the office, such as staff salaries, house maintenance, utilities and insurance of the property. The Trustees aim to maintain sufficient unrestricted funds (free reserves) to cover 24 months' support costs which were £55,000 for 2020.
4. It is important that the level of unrestricted funds is maintained to cushion the effects of a fall in income resulting from potential decreases in membership numbers. The level of funds will reduce during 2021 due to the current Covid 19 pandemic. Whilst we have received a large percentage of members' subscriptions for the Federation to operate it relies heavily on the surpluses made on its events programme. At this point in time it is anticipated that there will be no events until late 2021 however administrative costs will still be incurred.
5. During 2019 the Trustees decided as they had not been able to find suitable premises the way forward is to undertake major alterations to reconfigure the building to provide the additional usable space required. Plans have been drawn up and approved. However due to Covid-19 the alterations planned for 2020 will now be deferred to 2022 given the working restrictions and financial implications referred to in this report.

Free reserves, being general funds less tangible fixed assets stood at £175,933 at 31 December 2020 (31 December 2019 - £181,186).

Covid 19

The trustees have considered the impact that the Covid 19 pandemic will have on the charity's current and future financial position. The charity is taking the following steps to mitigate the threats that Covid 19 may pose to the organisation:

- Planned expenditure on WI House renovations are being delayed until 2022 or until reserves recover to pre Covid levels.
- The Membership Support Committee are actively engaging with W.I.'s and their members to encourage members to re-join, some of these as Zoom "Open Days". The Federations website will be updated to try and attract new members.

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved for the following reasons:

- The charity holds free reserves as detailed above;
- The budget for 2021 indicates a possible deficit of £25 if only 50% of the membership re-join for 2021/2022 (worse case scenario). Given the unrestricted funds this is sustainable.

The trustees therefore consider it appropriate to adopt the going concern basis of preparation of the accounts, as detailed in note 1 to the financial statements.

Investment Policy

Reserve funds are maintained in various deposit accounts with Lloyds and HSBC. Additional Investments are held as term deposits with Leeds Building Society and Virgin Money. Charity Bonds are also held with M&G, Schrodgers and Black Rock. These mix of investments meets the Board's investment strategy of a low risk policy

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Report of the Trustees FOR THE YEAR ENDED 31 DECEMBER 2020

FUTURE PLANS

A full diary of events had been planned for 2021. Covid 19 has had a major impact with most events already cancelled. As at the time of compiling the report, resumption to anything near normal is unknown and future events uncertain. It is hoped that events towards the end of the year, such as another John Lewis Shopping Experience, Food Craft & Coffee Day and Carol Service may go ahead.

The current situation will have an impact of the position for 2021 & 2022 and it is expected that a deficit will occur however at this juncture this is difficult to quantify given the many unknown factors.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document which sets out its constitution and rules (the Rule Book), a deed of trust and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment, appointment, induction and training of new trustees

Trustees are nominated by the members. If there are more than 12 nominations, then an election is held. Trustees serve for a 2-year term. Trustees can also be co-opted by the Board and will serve until the end of the period. Currently the Board consists of 11 Trustees. There is no formal training. Due to the restrictions no training took place during 2020, however it is hoped that a refresher can be arranged for late 2021/early 2022.

Organisational structure

The Board of Trustees may exercise all the powers of The Avon County Federation of Women's Institutes. The Federation's activities are organised through a number of committees.

The Board of Trustees meets eleven times a year;(mainly by zoom in 2020) it makes all policy decisions and receives reports which need to be approved from committees which hold responsibility for specific areas of activity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02821499 (England and Wales)

Registered Charity number

1022293

Registered office

WI House
11 Station Road
Keynsham
Bristol
BS31 2BH

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Report of the Trustees
FOR THE YEAR ENDED 31 DECEMBER 2020**

Trustees

Mrs S Murphy Chair
Mrs J Massey Vice Chair
Mrs D Millard Vice Chair
Mrs M Hulance Treasurer
Mrs J Sims Chair (resigned 29.9.20)
Mrs V Packham Vice Chair (resigned 29.9.20)
Mrs M Berryman
Mrs C Coombs
Mrs E Lockyer (resigned 29.9.20)
Mrs P Matthews (resigned 29.9.20)
Mrs S R Meadows
Mrs J M Morton
Mrs L A Sellers
Mrs L Tarr (appointed 4.11.20)
Mrs A C Brodribb (appointed 2.12.20)

Company Secretary

Mrs S Birch

Independent Examiner

Haines Watts
Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

FUNDS HELD AS CUSTODIAN FOR OTHERS

At the year end £4,571 (2019 - £1,936) was held on behalf of groups which do not have their own accounts. From 2020 this figure also includes £2,699 relating to WI's suspended in the past 3 years where funds are held on their behalf. This figure has been excluded from the accounts in accordance with the Statement of Recommended Practice guidance on holding funds as custodian trustee.

In addition, £47,030 (2019 - £51,476) was collected as subscriptions and paid to the National Federation of Women's Institute. This figure has been excluded from the financial statements.

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

Approved by order of the board of trustees on 12 April 2021 and signed on its behalf by:

Mrs M Hulance - Trustee

**Independent Examiner's Report to the Trustees of
The Avon County Federation of Women's
Institutes**

Independent examiner's report to the trustees of The Avon County Federation of Women's Institutes ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

I have no concerns, other than the matter set out below, 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.

Matter of concern identified

The Trustees' view on the impact of Covid-19 is disclosed in the Trustees' Report and in the accounting policies note. However, not all future events or conditions can be predicted. The Covid-19 viral pandemic is one of the most significant economic events for the UK with unprecedented levels of uncertainty of outcomes. It is therefore difficult to evaluate all of the potential implications on the charity.

Geoffrey Speirs FCA
Institute of Chartered Accountants in England and Wales
Haines Watts
Chartered Accountants
Bath House
6-8 Bath Street
Bristol
BS1 6HL

12 April 2021

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES**

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	2,132	-	2,132	3,262
Charitable activities					
Administration	5	34,855	-	34,855	44,585
Events		3,159	-	3,159	62,883
Other trading activities	3	10,793	-	10,793	16,107
Investment income	4	1,880	-	1,880	2,339
Total		52,819	-	52,819	129,176
EXPENDITURE ON					
Raising funds		3,845	-	3,845	10,062
Charitable activities					
Administration	6	56,654	-	56,654	69,354
Events		1,260	-	1,260	37,394
Other	8	-	4,456	4,456	-
Total		61,759	4,456	66,215	116,810
Net gains on investments		1,618	-	1,618	1,389
NET INCOME/(EXPENDITURE)		(7,322)	(4,456)	(11,778)	13,755
RECONCILIATION OF FUNDS					
Total funds brought forward		245,389	10,616	256,005	242,250
TOTAL FUNDS CARRIED FORWARD		238,067	6,160	244,227	256,005

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet
31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
FIXED ASSETS					
Tangible assets	14	40,648	-	40,648	42,709
Investments	15	159,837	-	159,837	-
		200,485	-	200,485	42,709
CURRENT ASSETS					
Stocks	16	124	-	124	151
Debtors	17	2,965	-	2,965	3,778
Investments	18	-	-	-	108,219
Cash in hand		52,976	6,160	59,136	118,010
		56,065	6,160	62,225	230,158
CREDITORS					
Amounts falling due within one year	19	(18,483)	-	(18,483)	(16,862)
NET CURRENT ASSETS					
		37,582	6,160	43,742	213,296
TOTAL ASSETS LESS CURRENT LIABILITIES					
		238,067	6,160	244,227	256,005
NET ASSETS					
		238,067	6,160	244,227	256,005
FUNDS					
Unrestricted funds	20			238,067	245,389
Restricted funds				6,160	10,616
TOTAL FUNDS					
				244,227	256,005

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The notes form part of these financial statements

**THE AVON COUNTY FEDERATION OF WOMEN'S
INSTITUTES (REGISTERED NUMBER: 02821499)**

**Balance Sheet - continued
31 DECEMBER 2020**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 12 April 2021 and were signed on its behalf by:

Mrs S Murphy - Trustee

Mrs M Hulance - Trustee

The notes form part of these financial statements

THE AVON COUNTY FEDERATION OF WOMEN'S INSTITUTES

Notes to the Financial Statements FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

The financial statements are presented in sterling and rounded to the nearest pound.

Going concern

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. However, the Covid-19 pandemic is likely to have a profound impact on the global economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charitable company's current and future financial position as explained in the Trustees' Report Reserves Policy section. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

Income

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

Subscription income is allocated evenly over the subscription year to 31 December.

Event income is recognised when the event takes place.

Income from suspended WI's is recognised as a donation to the Federation after 3 years of holding the balance as custodian trustee.

Expenditure and liabilities

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

Tangible fixed assets

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

Plant and machinery - 10% on reducing balance

Freehold property, which is held at cost, is not depreciated as the property is maintained in good condition such that a high residual value is maintained and any depreciation would not be material.

Stocks

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

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. ACCOUNTING POLICIES - continued

Stocks

Stocks are stated at the lower of cost and net realisable value. Cost comprises direct materials and those overheads that have been incurred in bringing the stocks to their present location and condition.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Debtors

Debtors are measured on initial recognition at settlement amount after any amounts advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash and short term investments

Cash at bank is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value.

Creditors

The charity has creditors which are measured at settlement amounts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Judgements and key sources of estimation uncertainty

The following judgements (apart from those involving estimates) have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

Depreciation

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations from suspended WI's	2,132	2,762
Legacies	-	500
	<u>2,132</u>	<u>3,262</u>

3. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Merchandise income	10,793	16,107
	<u>10,793</u>	<u>16,107</u>

4. INVESTMENT INCOME

	2020	2019
	£	£
Investment income	1,880	2,339
	<u>1,880</u>	<u>2,339</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2020	2019
	£	£
Other income	2,888	3,496
Subscriptions	31,967	41,089
Events	3,159	62,883
	<u>38,014</u>	<u>107,468</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Administration	1,654	55,000	56,654
Events	1,260	-	1,260
	<u>2,914</u>	<u>55,000</u>	<u>57,914</u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Administration	<u>52,761</u>	<u>2,239</u>	<u>55,000</u>

Support costs, included in the above, are as follows:

Management

	2020	2019
	Administration £	Total activities £
Wages	38,042	36,832
Pensions	581	304
W.I. House Expenses	5,973	6,841
Office expenses	3,896	7,450
Travel and meetings	1,824	7,362
Accountancy	313	300
Subscriptions and professional fees	1,282	5,968
Education and training	350	1,090
Bank charges	94	129
Depreciation of tangible and heritage assets	406	451
	<u>52,761</u>	<u>66,727</u>

Governance costs

	2020	2019
	Administration £	Total activities £
Accounting and examiner's fees	<u>2,239</u>	<u>2,316</u>

8. OTHER

	2020	2019
	£	£
Write out funds held on behalf of groups	<u>4,456</u>	<u>-</u>

Other expenditure relates to the removal of funds from the accounts held on behalf of suspended WI's as these are now considered to be held as custodian trustee.

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

9. NET INCOME/(EXPENDITURE)

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

	2020	2019
	£	£
Depreciation - owned assets	407	451
	<u> </u>	<u> </u>

10. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to £980 (2019: £975), relating to the independent examination fee and £1,259 (2019: £1,341), relating to payroll and other accounting services.

11. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

During the year ended 31 December 2020, 15 trustees were reimbursed their travel expenses whilst on WI business and completion of accounting examinations for member WI's (2019 - 13). The total of such expenses paid was £2,466 (2019 - £6,950).

12. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	38,042	36,832
Other pension costs	581	304
	<u> </u>	<u> </u>
	38,623	37,136
	<u> </u>	<u> </u>

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

	2020	2019
Administration	3	3
	<u> </u>	<u> </u>

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

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	3,262	3,262
Charitable activities			
Administration	44,397	188	44,585
Events	62,883	-	62,883
Other trading activities	16,107	-	16,107
Investment income	2,339	-	2,339
Total	<u>125,726</u>	<u>3,450</u>	<u>129,176</u>
EXPENDITURE ON			
Raising funds	10,062	-	10,062
Charitable activities			
Administration	69,103	251	69,354
Events	37,394	-	37,394
Total	<u>116,559</u>	<u>251</u>	<u>116,810</u>
Net gains on investments	<u>1,389</u>	-	<u>1,389</u>
NET INCOME	10,556	3,199	13,755
Transfers between funds	<u>349</u>	<u>(349)</u>	<u>-</u>
Net movement in funds	10,905	2,850	13,755
RECONCILIATION OF FUNDS			
Total funds brought forward	234,484	7,766	242,250
TOTAL FUNDS CARRIED FORWARD	<u><u>245,389</u></u>	<u><u>10,616</u></u>	<u><u>256,005</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

14. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Totals £
COST			
At 1 January 2020 and 31 December 2020	<u>38,648</u>	<u>13,191</u>	<u>51,839</u>
DEPRECIATION			
At 1 January 2020	-	9,130	9,130
Charge for year	-	407	407
Impairments	-	1,654	1,654
At 31 December 2020	-	<u>11,191</u>	<u>11,191</u>
NET BOOK VALUE			
At 31 December 2020	<u>38,648</u>	<u>2,000</u>	<u>40,648</u>
At 31 December 2019	<u>38,648</u>	<u>4,061</u>	<u>42,709</u>

At the year end, equipment was depreciated by a further

15. FIXED ASSET INVESTMENTS

	Unlisted investments £	Cash deposits £	Totals £
MARKET VALUE			
Reclassification/transfer	<u>59,837</u>	<u>100,000</u>	<u>159,837</u>
NET BOOK VALUE			
At 31 December 2020	<u>59,837</u>	<u>100,000</u>	<u>159,837</u>
At 31 December 2019	<u>-</u>	<u>-</u>	<u>-</u>

There were no investment assets outside the UK.

During the year, charity bonds and deposits, previously held as current asset investments, and term deposits, previously classified as cash, were reclassified as fixed asset investments as the intention is to hold them for the longer term.

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

16. STOCKS

	2020	2019
	£	£
Finished goods	124	151
	<u> </u>	<u> </u>

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade debtors	432	1,074
Prepayments and accrued income	2,533	2,704
	<u> </u>	<u> </u>
	2,965	3,778
	<u> </u>	<u> </u>

18. CURRENT ASSET INVESTMENTS

	2020	2019
	£	£
Investments	-	108,219
	<u> </u>	<u> </u>

19. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	3,027	1,063
Accruals and deferred income	15,456	15,799
	<u> </u>	<u> </u>
	18,483	16,862
	<u> </u>	<u> </u>

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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

20. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	223,895	(7,314)	216,581
Relocation/refurbishment fund	6,500	-	6,500
Annual meeting fund	5,000	-	5,000
Equipment Reserve	3,486	-	3,486
Maintenance Reserve	6,500	-	6,500
Denman Dip Fund	8	(8)	-
	<u>245,389</u>	<u>(7,322)</u>	<u>238,067</u>
Restricted funds			
Turnball Bursary Fund	500	-	500
Denman Travel Fund	188	-	188
Celebrations Bursary Fund	1,000	-	1,000
Mrs S Spencer - legacy	1,000	-	1,000
Mrs MacDonald - legacy	500	-	500
Mrs J Flavell - legacy	420	-	420
Newman - Phillips Bursary	1,000	-	1,000
Suspended WI's	4,456	(4,456)	-
NFWI Membership Prize	500	-	500
WI Guide/Marketing Initiative	552	-	552
Mrs P King - legacy	500	-	500
	<u>10,616</u>	<u>(4,456)</u>	<u>6,160</u>
TOTAL FUNDS	<u><u>256,005</u></u>	<u><u>(11,778)</u></u>	<u><u>244,227</u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	52,827	(61,759)	1,618	(7,314)
Denman Dip Fund	(8)	-	-	(8)
	<u>52,819</u>	<u>(61,759)</u>	<u>1,618</u>	<u>(7,322)</u>
Restricted funds				
Suspended WI's	-	(4,456)	-	(4,456)
	<u>-</u>	<u>(4,456)</u>	<u>-</u>	<u>(4,456)</u>
TOTAL FUNDS	<u><u>52,819</u></u>	<u><u>(66,215)</u></u>	<u><u>1,618</u></u>	<u><u>(11,778)</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	212,930	10,616	349	223,895
Relocation/refurbishment fund	6,500	-	-	6,500
Annual meeting fund	5,000	-	-	5,000
Equipment Reserve	3,486	-	-	3,486
Maintenance Reserve	6,500	-	-	6,500
Denman Dip Fund	68	(60)	-	8
	<u>234,484</u>	<u>10,556</u>	<u>349</u>	<u>245,389</u>
Restricted funds				
Turnball Bursary Fund	500	-	-	500
Denman Travel Fund	251	(63)	-	188
Celebrations Bursary Fund	1,000	-	-	1,000
Mrs S Spencer - legacy	1,000	-	-	1,000
Mrs MacDonald - legacy	500	-	-	500
Mrs J Flavell - legacy	420	-	-	420
Newman - Phillips Bursary	1,000	-	-	1,000
Suspended WI's	2,043	2,762	(349)	4,456
NFWI Membership Prize	500	-	-	500
WI Guide/Marketing Initiative	552	-	-	552
Mrs P King - legacy	-	500	-	500
	<u>7,766</u>	<u>3,199</u>	<u>(349)</u>	<u>10,616</u>
TOTAL FUNDS	<u><u>242,250</u></u>	<u><u>13,755</u></u>	<u><u>-</u></u>	<u><u>256,005</u></u>

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

20. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	125,726	(116,499)	1,389	10,616
Denman Dip Fund	-	(60)	-	(60)
	<u>125,726</u>	<u>(116,559)</u>	<u>1,389</u>	<u>10,556</u>
Restricted funds				
Denman Travel Fund	188	(251)	-	(63)
Suspended WI's	2,762	-	-	2,762
Mrs P King - legacy	500	-	-	500
	<u>3,450</u>	<u>(251)</u>	<u>-</u>	<u>3,199</u>
TOTAL FUNDS	<u><u>129,176</u></u>	<u><u>(116,810)</u></u>	<u><u>1,389</u></u>	<u><u>13,755</u></u>

Fund Name	Description and use
Relocation/refurbishment fund	A designated fund to set funds aside for future relocation or refurbishment of the headquarters
Annual Meeting Fund	A designated fund to set funds aside for the annual meeting
Equipment Reserve	Funds held for equipment
Maintenance Reserve	Funds held for maintenance
Denman Dip	Annual award for course at Denman College
Turnball Bursary Fund	Legacy for Denman Bursary
Denman Travel Fund	Biannual award for travel to Denman College
Celebrations Bursary Fund	Legacy for Denman Bursary
Mrs S Spencer - Legacy	Legacy for Denman Bursary
Mrs MacDonald - Legacy	Legacy for Denman Bursary
Mrs J Flavell - Legacy	Legacy for Denman Bursary
Newman - Phillips Bursary	Legacy for Denman Bursary
Suspended WI's	Funds held for 3 years in case WI re-opens
Funds held on behalf of groups	Funds held on behalf of groups
NFWI Membership Prize	Prize held over
WI Guide/Marketing Initiative	Funds awarded by NFWI for marketing

**THE AVON COUNTY FEDERATION OF WOMEN'S
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**Notes to the Financial Statements - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

21. RELATED PARTY DISCLOSURES

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