

# **Lancashire Federation of Women's Institutes**

Report of the Trustees and Unaudited Financial Statements

For the year ended 30 November 2022

McMillan & Co LLP  
Chartered Accountants  
28 Eaton Avenue  
Matrix Office Park  
Buckshaw Village  
Chorley  
Lancashire  
PR7 7NA

# Lancashire Federation of Women's Institutes

## Contents of the Financial Statements for the year ended 30 November 2022

	Page
Report of the Trustees	1 to 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12 to 13
Notes to the Financial Statements	14 to 19

# **Lancashire Federation of Women's Institutes**

## **Report of the Trustees**

**for the year ended 30 November 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 November 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **OBJECTIVES AND ACTIVITIES**

#### **Objects of the WI**

The main purposes of the Women's Institute organisation are to enable women who are interested in issues associated with rural and urban life (including the arts, crafts and sciences) to;

- improve and develop conditions of rural and urban life,
- to advance their education in citizenship,
- to question in public both national and international issues,
- to promote learning and skills in music, drama, other cultural subjects, home economics and handicrafts,
- to promote learning and skills in all branches of agriculture, health and social welfare.

It seeks to give women the opportunity of working together through the WI organisation and of putting into practice those ideals for which it stands.

The aims of Lancashire Federation of Women's Institutes (LFWI) are to open new WIs and recruit new members whilst at the same time providing existing members with a range of educational and recreational activities together with learning opportunities. Through the work of the WI Advisers (who are LFWI members and who have received training from NFWI) it assists members in the sound running of their WI.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives.

# Lancashire Federation of Women's Institutes

## Report of the Trustees

for the year ended 30 November 2022

### OBJECTIVES AND ACTIVITIES

#### Significant and Charitable activities

The Trustees agree that the LFWI has again achieved significant goals following an uncertain period of working throughout the pandemic. The LFWI has now settled back into ensuring their aims and objectives are delivered to its membership and continue to strive to both retain and attract new members to the organisation.

Due to staff re-structuring at the start of the year, some elements of the administrative process were reviewed for efficacy. This has resulted in a more streamlined and cost effective approach.

Free workshops to assist and train new Presidents, Secretaries and Treasurers were organised and well attended. Additionally, LFWI offered free instruction on the use of the MCS database (Membership Communication System).

The Annual Council Meeting held in March was attended by 553 members and invited guests. The meeting was held at the home of Bolton Wanderers Football Club. Alongside the business of the meeting members were entertained by the two speakers from the History Wardrobe and Nisha Katona MBE, founder of the Mowgli chain of restaurants.

The NFWI Annual Meeting in June was held in the Liverpool M & S Arena. Attendance was offered both in person and virtually. Lancashire was able to send 27 in person delegates and 3 attended online. The main speaker was Sarah Clarke the current Black Rod in Westminster. Following vigorous and thought-provoking debate, delegates were able to vote on the WI resolution to improve the diagnosis and support of women and girls with ADHD and Autism. The resolution was passed and LFWI will join with NFWI and other Federations to campaign on this issue to raise awareness, improve support and achieve better outcomes.

The Federation Chairman Jackie Hobson and Federation Treasurer Lynda Williams attended the virtual NFWI National Council Meeting held over a weekend in October gaining valuable information on the current NFWI strategy to move the organisation forward.

Lancashire Day is always an important date in the LFWI calendar and is traditionally held towards the end of November. LFWI celebrated at Brindle Community Centre with special guests Sir Lindsay Hoyle and the Mayor of Chorley.

The NFWI and LFWI both actively seek to influence legislators and decision makers, specifically with regard to climate change and other matters of the environment which are of concern to WI members. Both are affiliated to the Associated Country Women of the World organisation.

# Lancashire Federation of Women's Institutes

## Report of the Trustees

for the year ended 30 November 2022

### ACHIEVEMENT AND PERFORMANCE

#### Sub-committee activities

Educational and recreational activities were organised by the sub-committees as follows:

#### COOKERY AND CRAFT

Chair - Angie Murray, Viaduct Violets WI

The Cookery and Craft Team is committed to support the membership by offering a wide variety of crafts and cookery at Croston House and throughout the region.

The current Team work tirelessly to provide a diverse programme of events that appeal to all the membership. We have improved our communication with members by publishing our calendar of events every 6 months on a dedicated section of the LFWI website.

The Cookery and Craft team have consistently received positive feedback from all our attendees and always look to provide a safe positive and friendly environment for our members to learn a new skill, improve confidence and meet new friends. The main thread running through the feedback is excellent tuition in a relaxed, friendly atmosphere with great hospitality.

Many of our workshops are held in Leyland at LFWI Offices. We are actively researching alternative satellite venues throughout the Federation in order to reach as many members as possible. Early indicators show that this initiative could be very popular.

We are keen to meet demand locally in all areas and welcome opportunities to facilitate at suitable venues throughout the region.

#### EDITORIAL TEAM

Chair - Patricia Forder, Hutton & Howick WI

The last year has been one of huge change as the Editorial team launched a six issue per year digital newsletter, compiled by the team but outsourced to a print designer. We looked at three quotes and eventually decided that Moulton Printing from Blackpool would best meet our requirements. Helen Moulton of Avrodorn is the lead designer and her input has definitely brought an added dimension to the Federation newsletter.

We now incorporate Team news, Science Notes, a recipe and the ever-popular quiz every issue but are absolutely delighted to be receiving a growing number of submissions and photos from WIs and individuals. It's been wonderful to see how WIs and their members have picked themselves up post-Covid. Red Rose News has now evolved into something of which we can all be proud. We will continue to move forward as a team throughout 2023 and beyond, striving always to bring all our members news and views from around Lancashire Federation, in a cheery, colourful and informative newsletter.

#### LEISURE TEAM

Chairman - Kathy Gemmell, Freckleton WI

This team organises events that are challenging, fun-filled and stimulating. We comprise of six members, and we meet four times a year in January, March, June and October.

This year we were able to host three very successful events. For the first time we held a Fish & Chip Supper/Beetle Drive in July. The combination of delicious food and games proved very popular and this is something we will look to repeat in the future.

One of our most popular activities is our walking treasure hunts which we aim to organise in different areas of the region in order to reach as many members as possible. This year our two walking treasure hunts did very well. The first one was held at Accrington and the second one at Gregson Lane, near Preston. We are in the process of contacting WIs who may be able to organise walks in their locality. We are already underway with our events for next year which we hope everyone will enjoy.

# Lancashire Federation of Women's Institutes

## Report of the Trustees for the year ended 30 November 2022

### MEMBERSHIP SUPPORT

Chair - Ruth Grimley, Rainhill WI/Burnley WI

This team concerns itself with helping, advising, training, and supporting WI Officers and members in the successful running of their WIs. This is carried out in hours of telephone calls, sending and answering emails, travelling back and forwards from meetings and attending actual meetings.

During 2022, two new Advisers were trained - Anne Neal and Helen Aldcroft. They are now both very active in the WIs allocated to them and they are a welcome addition to the Adviser Team, bringing much needed IT skills. Our current total going into 2023 is 8 qualified Advisers to support our WIs. We have identified that at least another 2 Advisers need to be trained during 2023 to manage the increasing workload of the Lancashire Advisers, preferably located in the central Lancashire area. Our web pages have had a thorough overhaul and now our details, profiles and allocated WIs are easily seen by members.

Training Sessions - Advisers delivered the Officers workshops in January, February and March. These were well attended and evaluations were very positive. They helped to reinforce that Advisers were in a position to help and support members.

Advisers conducted the Speakers' Auditions sessions for the Federation in April, July and September, and took part in Federation Fun Quiz in April.

The Advisers joined forces with the Finance Committee, arranging an informal session with Treasurers to help with any individual questions they had. They attended a session to assist members with any technical issues that required some face to face help in an environment that was friendly. They joined forces with Public Affairs and attended a morning session in Blackpool to show residents what was available for older members of the community.

Advisers worked with the WIs to make sure that each MCS WI list was up to date and throughout the year we have responded to numerous requests for membership of the WI by directing prospective new members to their nearest WI. Women are telling us they want to make friends and learn new skills.

Advisers have reformed Ainsdale Natterjacks, and formed Blackrod and Slyne-with-Hest.

Sadly four WIs were suspended - Bilsborrow, Borwick & Priest Hutton, Fleetwood, Rimington and Tudor Rose Virtual WI.

Stephanie Whitfield, a very experienced and valued member of the Adviser Team, resigned during 2022. We thank her sincerely for her many years of service to LFWI and for supporting the new Advisers.

Mel Smith has indicated she does not wish to be reappointed in 2023. Many thanks go to her for her contribution to the WIs in her area of the Federation and for her support to the Adviser Team.

### PUBLIC AFFAIRS

Chair - Ruth Grimley, Rainhill WI/Burnley WI

Members of the team have met on Zoom this year, due to some members being employed, members who are located some distance away from Croston House and to keep our costs down.

There has been a lot of input from outside the Federation and this year we have been working with Lancashire Police, the Office of an MP from the Blackpool area and Liverpool Heart and Chest Hospital. Subjects under discussion were fraud prevention, older peoples' community engagement and Women's Heart Health. All of these organisations are wanting to work with us, to inform our members.



# Lancashire Federation of Women's Institutes

## Report of the Trustees for the year ended 30 November 2022

It was very disappointing (at first) that the Fraud session in June had to be cancelled due to lack of numbers but we were able to have Helen Grimshaw put on the speakers list in the Year Book. She has already been to several WIs and if a WI is outside the Lancashire Police area, she is able to contact a colleague in a neighbouring Police Force who can attend. In addition, an event was put on by Lancashire Police which was attended by members of Longton WI who were particularly interested in the subject - their President gave very positive feedback from that. So many more members have benefited from this approach rather than attending an evening in Croston House.

We are so grateful to Diane, our Federation Secretary, who keeps a watch on her emails and sends anything which might be a Public Affairs interest, then we can take it from there. Getting to know what WIs have an interest in, and matching something to that, if we can, seems to be a way forward.

In the summer, a member of the Board of Trustees of Liverpool Heart and Chest Hospital asked if we would consider having their Clinical Team give a talk(s) on Women's Heart Health in February or March 2023. We are working with the Liverpool area WIs and hope that we can enthuse WIs in that part of the federation to hold a group meeting organised by them, with our help. Ainsdale Natterjacks and Caton WI have already expressed an interest.

In October, we were approached by the office of an MP to provide a stand at an 'Older Peoples Fair' in Blackpool. With help from one of the WI Advisers, we attended the event which was a great success and very well attended. People were genuinely really interested in the WI and we were able to network with community groups in that area, including the Sustainable Warmth Officer from Blackpool Council. The plan is to hold another one in May next year, to which we have been invited.

A member of the team has organised a speaker to come for a formal session in January about Wills and financial issues that can arise; another will be doing presentations about the 4 nations WIs - England, Wales, Scotland and Northern Ireland. Sainsburys have a scheme to provide an hour's virtual talk with WI members to share the hints and tips on how to use the freezer to reduce waste at home.

We have a Climate Ambassador (CA) on the Team, who we hope will be joined by another CA from a group who have been meeting from across all areas of the Federation. Ruth Gibbons has stepped down from her role as ACWW rep but remains in the team in her own right. Susan Douglass from Kirkland WI has taken up that role and will be affiliated to the Team for support.

Although no surplus has been made this year by Public Affairs, it does seem that we are getting the Federation known in organisations that provide services to our members and it's so heartening to know that the Federation/WI contribution is recognised and appreciated because of our positive response to them. Our Members seem to be getting more involved with public affairs matters in their own WIs. Their confidence is improving after Covid and we hope they will use this team if they need help.

Last year I said in my report that we hoped to put 2021 behind us and look forward to a successful year in 2022. We want to take the Public Affairs Team out into the WIs, to facilitate and support them in their work.

### SHOWS

Chair - Janet Wilkinson, Hoole WI

Vice Chair - Davida MacKay, Cherestanc WI

The Shows team were delighted to facilitate the show for 2022 after a break of two years due to the pandemic. The show is always a much-anticipated event in the LFWI calendar and our team work throughout the year to ensure its success.

The 2022 show was once again held at the Garstang Hotel and Country Club and was preceded by the Preview Dinner on 20 September, where members were given the opportunity to browse the entries at their leisure after an evening meal. The Show itself was open to the public on 21 and 22 September.

# Lancashire Federation of Women's Institutes

## Report of the Trustees for the year ended 30 November 2022

The theme for 2022 was 'Colour me a Rainbow' and this theme was a constant throughout the 77 classes which made for a very colourful and uplifting display of work. The classes included horticulture, preserving, baking, papercraft, photography, creating writing and patchwork to name just a few. The Show team were ably assisted by our qualified judges and our volunteer stewards.

### TOURS & EXCURSIONS TEAM

Chair - Jacqui Mallinson, Accrington & District WI

The Tours team had a good year and we are happy to be meeting again in the office, and not on a computer screen. In April, we ran a very successful trip along the Manchester Ship Canal, in the barge the 'Emmeline Pankhurst'. A delicious lunch was served on board, and we all enjoyed some retail therapy in the Lowry Outlet before returning to Castlefield.

In July, we went to Wentworth Woodhouse in South Yorkshire, the largest privately owned stately home in the country. Both trips were well attended, and both received excellent feedback.

### Fundraising activities & Investment performance

Looking ahead, the overall social and economic outlook remains unsettled. There is huge concern over how long and how deep the effect of the conflict in Ukraine and the Covid pandemic will have on both people and organisations for months and possibly years to come. There are worries over inflation and the rising cost of living plus future levels of personal incomes and the continued impact Brexit will have.

This reinforces the benefits of maintaining a prudent investment portfolio consistent with the investment objectives of the Trustees. Overall the Trustees are satisfied with the positioning of the funds available to LFWI in the year. So whilst increasing interest rates have benefitted LFWI by increasing the return on our investments, most of the increase has only come about as the authorities try to tackle inflation, and inflation hurts both us and our members as we all need to spend quite a bit more just to buy the same as we did last year.

### Internal and external factors

There are many internal and external factors which will affect the future performance of the Charity. The Trustees are well aware of this and regularly review the strengths and weaknesses of the Charity.

Without going into every single possibility there are certain factors which will impinge upon both the present and future and these include;

- the conflict in Ukraine and the affect on commodity and food prices etc. and the resultant inflation,
- the continuing disruption to the way we live our lives due to Covid and the impact upon the supply chain,
- uncertainty in stock markets and fluctuating interest rates which leads to future uncertainty over both investment returns and also personal disposable incomes,
- and lastly the Charity is always under pressure on the recruitment and retention of members and particularly WI officers.

### FINANCIAL REVIEW

#### Principal funding sources and underlying performance

LFWI is a membership-based organisation and consequently, as in previous years, it derives its main source of income from membership subscriptions and from activities organised for members. Whilst there are certain anticipated fluctuations in both income and expenditure year on year (certain events only take place every so many years) both this and the previous two years have been affected by Covid and more recently the conflict in Ukraine. Putting all this together, and with 2022 and 2021 member numbers being largely stable, the underlying 'like for like' performance over these Covid-affected years is as expected given the social and economic pressures faced by both LFWI and its members.

LFWI has not received any central and local government grants this financial year and this is one of the reasons we have swung from a surplus last year to a deficit this year. Going forward the board envisage it unlikely there will be much in the way of grant or support income in future years and accordingly we will need to "cut our cloth" and spend wisely and prudently in future to reverse this deficit position.



# Lancashire Federation of Women's Institutes

## Report of the Trustees

for the year ended 30 November 2022

### FINANCIAL REVIEW

#### Investment policy and objectives

The Board of Trustees has the power to invest funds in such stocks, shares, investments, property or bank deposits in the UK as they see fit and in accordance with the Memorandum and Articles of Association, the WI Constitution and Charities legislation. The Trustees consider social, environmental and ethical criteria when managing the funds of LFWI. They would not wish to hold any investments or deposits that knowingly could be to the detriment of the WI generally, although they are mindful that one of their prime duties is a financial one.

The Trustees have agreed to pursue a policy of low to medium risk to protect the capital value of the long term bank deposits held as investments. The Trustees appreciate that this will produce only a moderate return to provide an income for the Federation but do not wish to subject the capital available to the unpredictability of the markets.

#### Reserves policy

LFWI requires reserves to allow it to continue to work in the event of unforeseen disruption to income streams. The Trustees consider holding unrestricted reserves equivalent to between six and twelve months to be optimal. At present the unrestricted funds, excluding funds on long term deposit to generate an investment return, stand at the equivalent of approximately 12 months expenditure. This policy is reviewed by the Trustees annually.

The funds in the financial statements are defined as:

#### Unrestricted Fund - General Fund

This fund is unrestricted and is used for all charitable purposes without restriction in accordance with the governing documents. This fund includes a balance of £160,404 (2021: £160,404) transferred from The Lancashire Federation of Women's Institutes Fund (which arose on the incorporation of the charity).

#### Restricted Fund - Joy Morgan Bursary

Joy Morgan was an active Lancashire member with a passion for Denman College. After her death she left a bequest in her will for sums to be used as a bursary to assist members to attend Denman College courses. As Denman College has now closed, it has been agreed, in consultation with the Executors, that this bursary will now be used to assist members in taking educational courses organised by LFWI which it is felt will reflect the original legacy. The amount held in this bursary fund is £3,333 (2021: £nil).

#### Restricted Fund - Broughton WI Bursary and Fulwood Bursary

This fund was bequeathed to LFWI by a now deceased member with the purpose of providing two annual bursaries to attend courses at Denman College. As Denman College is now closed, these courses can be taken through LFWI and other educational organisations. A member of Broughton WI and a resident of Fulwood can apply for a bursary each year.

#### Funds in Deficit

At the year-end there were no funds in deficit.

### FUTURE PLANS

The Board of Trustees will continue to make every effort to search out geographical venues for new WIs and provide learning and training opportunities for members in a wide variety of subjects and where possible to allow all members to play as full a part as possible in areas where LFWI can have an input.

The Board of Trustees have welcomed the return to face-to-face events and actively encourage members to participate in the running of their WI and to join in LFWI events and activities.

The Board of Trustees will take every opportunity to meet and support WI members and improve communication between all levels of the organisation. The introduction of a new format of the previous Hot Pot Magazine now renamed Red Rose Newsletter is digitally produced, taking into consideration the effects on the environment onboard every WI member can now access this.

# **Lancashire Federation of Women's Institutes**

## **Report of the Trustees**

**for the year ended 30 November 2022**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

LFWI is a company limited by guarantee, as defined by the Companies Act 2006 and is controlled by its governing document, the Memorandum and Articles of Association. In the day to day running of LFWI the Trustees comply with the WI Constitution.

#### **Organisational structure**

All Women's Institutes (WIs) are affiliated to a County or Island Federation. At the present time there are 153 (2021: 159) WIs, with a total of 6,303 (2021: 6,635) members affiliated to the Lancashire Federation of WIs. The area covers Tunstall in the north to Halewood in the south and Blackpool in the west to Saddleworth in the east.

Each WI is responsible for its own financial affairs. The financial statements of LFWI include only those transactions relating to LFWI and not to the financial activities of local WIs.

There is a biennial election for members of the Board of Trustees (the Board) which consists of up to twelve members who represent all WIs. The Board also has the power to co-opt up to four further members. Any paid-up member is eligible for nomination provided she is not a salaried member of LFWI or a Trustee of any other Federation. The election is conducted by postal ballot. The Officers of the Board are elected annually to the Board as soon as possible after the Annual Council meeting.

At the Board Meeting on 17 March 2022, Jackie Hobson was elected Chairman, Lynda Williams was elected Treasurer and Heather Williams and Judith Pugh were elected Vice-Chairmen. The other Trustees serving on the Board are Pamela Coates, Ruth Grimley, Patricia Forder with Melanie Blackwell and Joan Randall joining the Board in May 2021.

The Board of Trustees meets monthly to make any policy decisions and discuss the smooth running of LFWI. They are also responsible for the sound financial running of LFWI including setting reserve policies and the investment policy.

During the year under review there was one part-time member of staff, Diane Jenkins. Diane became both Federation and Company Secretary during the year and is responsible for the day to day running of the office and administrative affairs and also the keeping of financial records.

The organising of some events is delegated to certain sub-committees which are appointed by the Board of Trustees biennially.

The LFWI is affiliated to the NFWI.

#### **Recruitment, induction and training of new trustees**

When recruiting, inducting and training new trustees, the Charity follows the principles as set out in the WI Constitution. Trustees are given the opportunity to receive training from both LFWI and NFWI during their term of office.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

03675104 (England and Wales)

#### **Registered Charity number**

1076283

#### **Registered office**

Croston House  
Lancashire Business Park  
Centurion Way  
Leyland  
Lancashire  
PR26 6TU

# Lancashire Federation of Women's Institutes

## Report of the Trustees for the year ended 30 November 2022

### Trustees

Mrs JG Hobson  
Ms PSV Coates  
Mrs R L Grimley  
Mrs P Wade - resigned 8 March 2022  
Mrs H Williams  
Mrs LM Williams  
Mrs JP Pugh  
Mrs JA Bennett - resigned 8 March 2022  
Mrs PE Forder  
Miss AJ Peek - resigned 3 December 2021  
Ms J Randall  
Ms M J Blackwell

### Company Secretary

Mrs ED Jenkins

### Independent Examiner

McMillan & Co LLP  
Chartered Accountants  
28 Eaton Avenue  
Matrix Office Park  
Buckshaw Village  
Chorley  
Lancashire  
PR7 7NA

### Advisers

#### Principal Bankers

Virgin Money / Yorkshire Bank  
2 - 4 Abingdon Street  
Blackpool  
Lancashire  
FY1 2DR

### FUNDS HELD AS CUSTODIAN FOR OTHERS

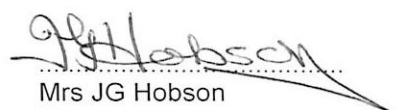
The Charity does not hold any funds as a custodian.

### PEOPLE

The Board of Trustees values the contribution made to LFWI by its members and both its paid staff and volunteers and considers that good communications and relationships with its members to be very important and makes relevant information available to all.

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 16 February 2023 and signed on its behalf by:

  
Mrs JG Hobson  
Trustee

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

### **Independent examiner's report to the trustees of Lancashire 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 30 November 2022.

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

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

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

#### **Independent examiner's statement**

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

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

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

.....  
DA Rogerson FCCA, BFP, ACA  
McMillan & Co LLP  
Chartered Accountants

16 February 2023

# Lancashire Federation of Women's Institutes

## Statement of Financial Activities for the year ended 30 November 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		-	3,333	3,333	-
<b>Charitable activities</b>					
Activities of the Federation		112,927	-	112,927	91,610
Investment income	2	2,962	45	3,007	1,678
Other income		-	-	-	15,686
<b>Total</b>		<b>115,889</b>	<b>3,378</b>	<b>119,267</b>	<b>108,974</b>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Activities of the Federation		130,340	-	130,340	100,676
<b>NET INCOME/(EXPENDITURE)</b>		<b>(14,451)</b>	<b>3,378</b>	<b>(11,073)</b>	<b>8,298</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		257,242	5,482	262,724	254,426
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>242,791</b>	<b>8,860</b>	<b>251,651</b>	<b>262,724</b>

The notes form part of these financial statements

# Lancashire Federation of Women's Institutes

## Balance Sheet 30 November 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	7	9,030	-	9,030	12,184
<b>CURRENT ASSETS</b>					
Stocks	8	275	-	275	275
Debtors	9	4,333	-	4,333	6,016
Cash at bank	10	<u>260,916</u>	<u>8,860</u>	<u>269,776</u>	<u>280,910</u>
		265,524	8,860	274,384	287,201
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(31,763)</u>	-	<u>(31,763)</u>	<u>(36,661)</u>
<b>NET CURRENT ASSETS</b>		<u>233,761</u>	<u>8,860</u>	<u>242,621</u>	<u>250,540</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>242,791</u>	<u>8,860</u>	<u>251,651</u>	<u>262,724</u>
<b>NET ASSETS</b>		<u>242,791</u>	<u>8,860</u>	<u>251,651</u>	<u>262,724</u>
<b>FUNDS</b>	12				
Unrestricted funds				242,791	257,242
Restricted funds				<u>8,860</u>	<u>5,482</u>
<b>TOTAL FUNDS</b>				<u>251,651</u>	<u>262,724</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 November 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 November 2022 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.



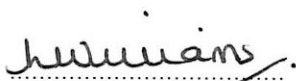
# Lancashire Federation of Women's Institutes

## Balance Sheet - continued

30 November 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 16 February 2023 and were signed on its behalf by:



LM Williams  
Trustee

The notes form part of these financial statements

# Lancashire Federation of Women's Institutes

## Notes to the Financial Statements for the year ended 30 November 2022

### 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.

The presentation currency of the financial statements is the Pound Sterling (£) and the amounts in the financial statements have been rounded to the nearest £1.

#### **Financial instruments**

Financial instruments are recognised when the entity becomes party to the contractual provisions of the instrument. Basic financial assets, which include debtors, prepayments and bank balances, are initially measured at transaction price and are subsequently carried at cost unless the arrangement indicates otherwise and then the asset is measured at the present value of the future receipts discounted at a market rate of interest. Basic financial liabilities, which include creditors, accruals, and any borrowings, are initially recognised at transaction price and are subsequently carried at cost unless the arrangement indicates otherwise and then the liability is measured at the present value of the future obligations discounted at a market rate of interest.

#### **Income**

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

#### **Expenditure**

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

#### **Tangible fixed assets**

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

Fixtures, fittings and computers - at variable rates on reducing balance

#### **Stocks**

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

#### **Taxation**

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

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the Report of the Trustees.

# Lancashire Federation of Women's Institutes

## Notes to the Financial Statements - continued for the year ended 30 November 2022

### 1. ACCOUNTING POLICIES - continued

#### 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.

#### Government grants

The CJRS and any other Covid19 related grants are government grants accounted for under the accruals model. Where the grant is classed as revenue, it is recognised as income on a systematic basis over the periods in which the company recognises the related costs.

### 2. INVESTMENT INCOME

	2022	2021
	£	£
Bank interest receivable	<u>3,007</u>	<u>1,678</u>

### 3. NET INCOME/(EXPENDITURE)

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

	2022	2021
	£	£
Depreciation - owned assets	<u>3,155</u>	<u>3,440</u>

### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 November 2022 nor for the year ended 30 November 2021.

#### Trustees' expenses

	2022	2021
	£	£
Trustees' expenses	<u>3,694</u>	<u>1,638</u>

### 5. STAFF COSTS

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

	2022	2021
	1	2
Administrative, secretarial and finance	<u>1</u>	<u>2</u>

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

# Lancashire Federation of Women's Institutes

## Notes to the Financial Statements - continued for the year ended 30 November 2022

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Activities of the Federation	91,610	-	91,610
Investment income	1,678	-	1,678
Other income	<u>15,686</u>	<u>-</u>	<u>15,686</u>
<b>Total</b>	<u>108,974</u>	<u>-</u>	<u>108,974</u>
 <b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Activities of the Federation	<u>100,654</u>	<u>22</u>	<u>100,676</u>
 <b>NET INCOME/(EXPENDITURE)</b>	8,320	(22)	8,298
 <b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>248,922</u>	<u>5,504</u>	<u>254,426</u>
 <b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>257,242</u></u>	<u><u>5,482</u></u>	<u><u>262,724</u></u>

### 7. TANGIBLE FIXED ASSETS

	Fixtures, fittings and computers £
<b>COST</b>	
At 1 December 2021	<b>54,080</b>
Disposals	<b>(18,729)</b>
At 30 November 2022	<b><u>35,351</u></b>
 <b>DEPRECIATION</b>	
At 1 December 2021	<b>41,896</b>
Charge for year	<b>3,155</b>
Eliminated on disposal	<b>(18,730)</b>
At 30 November 2022	<b><u>26,321</u></b>
 <b>NET BOOK VALUE</b>	
At 30 November 2022	<b><u><u>9,030</u></u></b>
At 30 November 2021	<b><u><u>12,184</u></u></b>

**Notes to the Financial Statements - continued**  
for the year ended 30 November 2022

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

## 10. CASH AT BANK

## 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

# Lancashire Federation of Women's Institutes

## Notes to the Financial Statements - continued for the year ended 30 November 2022

### 12. MOVEMENT IN FUNDS

	At 1/12/21 £	Net movement in funds £	At 30/11/22 £
<b>Unrestricted funds</b>			
General fund	257,242	(14,451)	242,791
<b>Restricted funds</b>			
Broughton WI and Fulwood Bursary	5,482	45	5,527
Joy Morgan Bursary	-	3,333	3,333
	<u>5,482</u>	<u>3,378</u>	<u>8,860</u>
<b>TOTAL FUNDS</b>	<u>262,724</u>	<u>(11,073)</u>	<u>251,651</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	115,889	(130,340)	(14,451)
<b>Restricted funds</b>			
Broughton WI and Fulwood Bursary	45	-	45
Joy Morgan Bursary	3,333	-	3,333
	<u>3,378</u>	<u>-</u>	<u>3,378</u>
<b>TOTAL FUNDS</b>	<u>119,267</u>	<u>(130,340)</u>	<u>(11,073)</u>

### Comparatives for movement in funds

	At 1/12/20 £	Net movement in funds £	At 30/11/21 £
<b>Unrestricted funds</b>			
General fund	248,922	8,320	257,242
<b>Restricted funds</b>			
Broughton WI and Fulwood Bursary	5,504	(22)	5,482
	<u>5,504</u>	<u>(22)</u>	<u>5,482</u>
<b>TOTAL FUNDS</b>	<u>254,426</u>	<u>8,298</u>	<u>262,724</u>



# Lancashire Federation of Women's Institutes

## Notes to the Financial Statements - continued for the year ended 30 November 2022

### 12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	108,974	(100,654)	8,320
<b>Restricted funds</b>			
Broughton WI and Fulwood Bursary	-	(22)	(22)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>108,974</u>	<u>(100,676)</u>	<u>8,298</u>

Further explanation on the nature and purpose of each fund is included in the Report of the Trustees.

### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 November 2022.