

BEACONSFIELD WOMENS INSTITUTE

England & Wales · Charity number 1184258

Details

Status Registered

Legal form CIO

Registered 2019-07-04

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

Contact

Address 33 The Spinney
Beaconsfield
HP9 1RZ

Phone 01494675419

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Activities

Objects: THE OBJECTS OF THE FEDERATION ARE TO FURTHER THE PURPOSES OF THE WOMEN'S INSTITUTE MOVEMENT IN BEACONSFIELD AND ELSEWHERE.

Activities: Beaconsfield Women's Institute is the local branch of the national charity The Women's Institute, its purposes are to educate and inform its members. There are at least 11 formal meetings and several informal meetings each year. The purpose of these is to inform, educate and promote the interests and welfare of women. to provide support as well to the local community

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** Education/training, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Other Defined Groups

Geography

- Buckinghamshire
- Carmarthenshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£8,802	£7,747	-	-
2024-08-31	£8,677	£9,907	-	-
2023-08-31	£9,907	£8,716	-	-
2022-08-31	£7,790	£2,732	-	-
2021-08-31	£2,732	£2,176	-	-
2020-08-31	£5,695	£7,430	-	-

Trustees

Name	Role	Appointed
Alison Linda Hales		2022-10-17
Christine Dale-Lace		2019-11-05
Georgina Gay McMasters		2022-10-17
KERRY SMAJE		2018-01-09
Nina Costley		2019-11-05
Samantha Cresswell		2018-11-06
Susan Jenkins		2018-01-09

Accounts

BEACONSFIELD WOMEN'S INSTITUTE

CHARITY NUMBER 1184258

TRUSTEES REPORT

FINANCIAL YEAR 1ST SEPTEMBER - 31ST AUGUST 2024

Beaconsfield Women's Institute had continued to grow and flourish.

The committee made the decision to move the membership numbers up to 75 from 70 due to the large number of ladies on the waiting list.

In line with the charity's aims their chosen charity for the year was Wycombe Homeless Connection, a local charity which besides their

annual night shelter service, also provides support and advice for those

who may be facing homelessness, homelessness affects women and families not just men.

A cake sale and treasure hunt raised £2,203.15.

Members also contributed food to two collections for the local One Can food bank.

Beaconsfield W I supports activities for members wellbeing with a walking group, craft group and 2 book groups.

Any members who are unwell or in need of support are brought to the committee's attention and appropriate action is taken our members are

Very important to us.

There were educational talks regarding the history of pearls and how

Pearl farming is now carried out in a humane method whereby the pearls are harvested and the oysters are able to grow more pearls.

Members enjoyed a fascinating talk on blood donor dogs.

Trips to see how Hearing Dogs are trained and a local organic vineyard where of particular interest.

Extra talks were provided advising members how to recognise fraud

And prevent becoming victims and another speaker gave advice regarding financial planning and will making.

The Trustees agreed the purchase of a pop up marquee to use at outdoor activities, and a power bank to aid the use of the Zettle card machines.

SUE JENKINS

TREASURER

BEACONSFIELD WOMEN'S INSTITUTE

WI name
Charity number (if registered)
Federation

BEACONSFIELD
1184258
BUCKINGHAMSHIRE



Please review the 'Notes to Financial Statement' sheet before completing this Statement.

FINANCIAL STATEMENT

For the period

from 01/09/23

to 31/08/24

Section A

Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	20.00	965.10	Meeting expenses	2,081.63	1,586.24
Subscriptions (WI share)	1,704.85	1,649.50	Committee Members' expenses	137.84	217.28
Gift Aid	-		Pooling of fares / expenses	16.00	41.00
Publications	-		Publications	-	
Activities & events	5,993.00	5,823.50	Activities & events	4,997.00	5,504.00
WI fundraising	979.00	1,214.80	WI fundraising	1,580.55	827.00
Interest received			Insurance	43.20	40.50
Paid into current account	-				
Paid into deposit account	-				
Grants and donations	-	126.00	Donations made	-	130.00
Other income	20.08	128.27	Other payments	677.98	370.25
WI-owned hall - total receipts			WI-owned hall - total payments		
Total Receipts	8,676.77	9,907.17	Total Payments	9,534.20	8,716.27

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
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Total Receipts less Total Payments (Surplus/Deficit for the year)

-	857.43
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A5 Total cash funds brought forward from last year (equals last year's total at B1.6)

	6,995.77
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A6 Total cash funds carried forward at this year end

	6,138.34
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A7 Total restricted funds at year end included in total cash funds above

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

- (a) to advance the education of women and girls for the public benefit in all areas including (without limitation): (i) local, national and international issues of political and social importance; (ii) music, drama and other cultural subjects; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) to promote sustainable development for the public benefit by: (i) educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and (ii) promoting sustainable means of achieving economic growth and regeneration;
- (c) to advance health for the public benefit; and
- (d) to advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

Am Coules
20/10/2020

WI name

BEACONSFIELD

Section B

Statement of assets and liabilities at the year end

B1 Cash funds

		Total £	Last year £
B1.1	Final bank balance as per Account Book, including uncleared items	6,103.44	6,985.27
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	6,306.43	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared	152.99	
	Less any cheques still uncleared from last year	50.00	
	Total (should equal balance at B1.1)	6,103.44	
B1.3	Savings / deposit account balance		
B1.4	Petty cash in hand		
B1.5	Less any funds held as agent for federation/NFWI, i.e. subscriptions received but not yet paid over enter as a negative amount	34.90	10.50
B1.6	Total cash funds	6,138.34	6,995.77

B2 Investments (if any)

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B3 Other monetary assets (e.g. any money owed to the WI)

--	--

B4 Other assets held by the WI

e.g. WI owned hall, other equipment

	Value (optional)*	Original cost (optional)*
1		

* cost / value should only be completed if meaningful information is available

B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

	Date due (optional)*	Amount due (optional)*

* amount / date due should only be completed if meaningful information available

Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

President

Treasurer

Independent financial examiner's initials:

WI name

BEACONSFIELD

Section C

Notes to the financial statement

C1 Funds received and paid as agent

Complete this section with total amounts received and paid over to the federation in the year

	Any balance from previous year £	Receipts this year £	Payments this year £	Any balance held at year end £
Federation / NFWI share of subscriptions	-10.5	1,738.25	1,762.65	34.90
Federation event bookings by individual members		352.00	352.00	-
NFWI and / or federation raffle		-	-	-
Total	10.50	2,090.25	2,114.65	34.90

C2 Details of restricted funds

Complete this section if the WI had any restricted funds during the year

Name or description of restricted fund:	Receipts this year £	Payments this year £	Any balance held at year end £
Total	-	-	-

C3 Further details of WI activities / fundraising / other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year £	Payments this year £
Activities & events (description)		
Cadbury World Wreath Making		
Christmas Meal Six Theatre Trip London Walk		
Hearing Dogs National Memorial Arboretum Cancelled		
AGM		
Woodfine wine Arcadia Church Gardens		
Total WI activities	5,965.00	4,997.00
WI fundraising (description)	5,965.00	4,997.00
Cake Stall used Wycombe Homeless Zettles so no money in or out		
Goods left sold at meeting		
Funds raised 2022-23 for Ian Rennie		1,214.80
Total WI fundraising	979.00	365.75
Grants & donations	979.00	1,580.55
Poppy Wreath		23.98
Total grants & donations		23.98
Other income / expenditure		23.98
Zettle charges/ Financial Advisor		
Marquee	213.40	32.92
Zoom Annual Licence & Phone Power Bank		155.94
Programme		183.87
Total other income / expenditure	213.40	139.94
	213.40	512.67

Independent financial examiner's initials:

WME

Guidance on completing the WI Financial Statement is available on the My WI website

INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of

Charity number (if registered)

BEACONSFIELD

1154258

WI

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention, (other than disclosed below*):

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with Section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Please delete the words in brackets if they do not apply.

Comments:

Ensure that any refunds due are actioned asap.

All members must sign when they have paid their subscriptions or for any event. Make sure the payment type is ticked for subscriptions as it makes it easier to check. Please ensure that all back up paperwork is included for payments, and they are signed by the recipient. As you are such a busy and active WI, I think it would help you to have someone to help with the treasurer's duties. The WI has made another loss for the year of nearly £1,000. Although it has a healthy bank balance you should still make a small profit to maintain your funds. The meeting costs for 23/24 have increased by 30% but subscriptions have not increased. I suggest that the WI look at the speakers' cost for next year (2025) and have a maximum of, for example £500 for the year. Then draw up a budget for each month.

Signed:



Date:

20/10/2024

Name: Helen Conchar

Address: 24 Newdigate Green, Harefield, Middlesex, UB9 6EP

Year: 2023 - 2024

WI BEACONSFIELD

At 20/10/2024

Up to date bank balance including uncleared items	£6,103.44
Waiting to be paid into bank	£0.00

Year to date receipts and payments

RECEIPTS

	1	2	4	7	8	9	10	11	12		
	Receipts at meetings	Subscriptions WI share	Gift Aid	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising	Bank interest received	Grants & donations	Other income	Total Receipts (excluding funds received as agent)	Receipts paid in to bank but not cleared
TOTAL	20.00	1,704.85	-	-	5,993.00	979.00	-	-	20.08	8,676.77	-

PAYMENTS

	1	2	4	7	8	9	10	11	12		
	WI Meetings (Hall, speakers, etc)	Committee Members' Expenses	Pooling of fares / expenses paid to federation	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Insurance	Donations made	Other payments	Total Payments (excluding funds paid as agent)	Cheques written but not cleared
TOTAL	2,081.63	137.84	16.00	-	4,997.00	1,580.55	43.20	-	677.98	9,534.20	152.99

TOTAL RECEIPTS MINUS PAYMENTS (excluding funds received and paid as agent)	- 857.43
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Funds received and paid as agent

FUNDS RECEIVED

	3	5	6
Subscriptions Fed/NFWI share as agent		Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
1,738.25	352.00	-	
Total received as agent	2,090.25		

FUNDS PAID

	3	5	6
Subscriptions Fed/NFWI share as agent		Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
1,762.65	352.00	-	
Total paid as agent	2,114.65		

Transfers between accounts

Total receipts and payments do not include transfers to or from savings accounts or funds withdrawals for petty cash as these just move funds between the different bank / petty cash accounts. Petty cash expenditure is included under the relevant payment heading (see petty cash guidelines).

Year to date transfers	
Transfers from main account to savings / other account	-
Transfers to main account from savings / other account	-
Transfers to petty cash account	-

ARC
20/10/2024

Accounts

Beaconsfield Women's Institute has had another successful year.

Membership continues to flourish with a waiting list, for safety reasons membership

Has been set at 70.

In line with the WI's aims to promote education in women and enable them to improve

The quality of their lives, the charity chosen to support was Wycombe Women's Aid.

Close links with this charity have been forged over a number of years.

£1214.80 was raised by members through a sponsored walk and other smaller fund raising activities during the year.

The One Can Food charity also benefitted from members bringing in donations of dried and canned foods and toiletries.

Members enjoyed a number of talks and events such as celebrating Diwali, a visit to an organic farm and a visit to his majesties home Highgrove House.

Activities for wellbeing include a walking group and a craft group.

All committee members are volunteers and give selflessly of their time.

Sue Jenkins

Treasurer

WI name
Charity number (if registered)
Federation

BEACONSFIELD
1184258
BUCKINGHAMSHIRE



Please review the 'Notes to Financial Statement' sheet before completing this Statement.

FINANCIAL STATEMENT

For the period

from 01/09/22

to 31/08/23

Section A

Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	965.10	-	Meeting expenses	1,586.24	1,983.87
Subscriptions (WI share)	1,649.50	1,981.80	Committee Members' expenses	217.28	-
Gift Aid	-	-	Pooling of fares / expenses	41.00	-
Publications	-	-	Publications	-	9.50
Activities & events	5,823.50	3,656.95	Activities & events	5,504.00	2,873.34
WI fundraising	1,214.80	1,205.35	WI fundraising	827.00	377.49
Interest received			Insurance	40.50	28.50
Paid into current account	-	-			
Paid into deposit account	-	-			
Grants and donations	126.00	674.35	Donations made	130.00	615.00
Other income	128.27	271.08	Other payments	370.25	1,296.39
WI-owned hall - total receipts			WI-owned hall - total payments		
Total Receipts	9,907.17	7,789.53	Total Payments	8,716.27	7,184.09

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
--	--	--	--	--	--

Total Receipts less Total Payments (Surplus/Deficit for the year)

1,190.90

A5 Total cash funds brought forward from last year (equals last year's total at B1)

5,804.87

A6 Total cash funds carried forward at this year end

6,995.77

A7 Total restricted funds at year end included in total cash funds above

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

- (a) to advance the education of women and girls for the public benefit in all areas including (without limitation): (i) local, national and international issues of political and social importance; (ii) music, drama and other cultural subjects; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) to promote sustainable development for the public benefit by: (i) educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and (ii) promoting sustainable means of achieving economic growth and regeneration;
- (c) to advance health for the public benefit; and
- (d) to advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

WI name

BEACONSFIELD

Section B

Statement of assets and liabilities at the year end

B1 Cash funds

Total
£

Last year
£

Handwritten signature and date: 15/10/23

B1.1	Final bank balance as per Account Book, including uncleared items	6,985.27	5,969.27
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	7,260.57	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared	272.30	
	Less any cheques still uncleared from last year		
	Total (should equal balance at B1.1)	6,988.27	
B1.3	Savings / deposit account balance		
B1.4	Petty cash in hand		
B1.5	Less any funds held as agent for federation/NFWI, i.e subscriptions received but not yet paid over enter as a negative amount	10.50	164.40
B1.6	Total cash funds	6,995.77	5,804.87

B2 Investments (if any)

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B3 Other monetary assets (e.g. any money owed to the WI)

--	--

B4 Other assets held by the WI

e.g. WI owned hall, other equipment

Value

(optional)*

Original cost

(optional)*

* cost / value should only be completed if meaningful information is available

B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

Date due

(optional)*

Amount due

(optional)*

* amount / date due should only be completed if meaningful information available

Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

AD Lister
Sue Jenkins

AD LISTER
SUE JENKINS

17/10/2023
17/10/23

President

Treasurer

Independent financial examiner's initials:

--

WI name

BEACONSFIELD

Section C

Notes to the financial statement

C1 Funds received and paid as agent

Complete this section with total amounts received and paid over to the federation in the year

Any balance from
previous year

£

Receipts
this year

£

Payments
this year

£

Any balance
held at year end

£

Federation / NFWI share of subscriptions	134.4	1,690.10	1,835.00	-	10.50
NFWI and / or federation raffle	30	-	-	-	30.00
NFWI and / or federation raffle		25.00	55.00	-	30.00
					-
Total	164.40	1,715.10	1,890.00	-	10.50

C2 Details of restricted funds

Complete this section if the WI had any restricted funds

Receipts
this year

Payments
this year

Any balance
held at year end

Approved
17/10/23
156

during the year

	£	£	£
Name or description of restricted fund:			
Total		-	-

C3 Further details of WI activities /fundraising /other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year £	Payments this year £
Activities & events (description)		
SEE SEPARATE SHEET	5,848.50	5,504.00
Total WI activities	5,848.50	5,504.00
WI fundraising (description)		
RAFFLE	55.00	
SPONSORED WALK		
REFUND TO CHRIS JONES FOR DORNEY WOOD PAID TO FUNDRAISER AS REQUESTED BY EM	14.00	
	1,145.80	
PAID TO WYCOMBE WOMENS AID FUNDS RAISED 21-22		827.00
Total WI fundraising	1,214.80	827.00
Grants & donations		
BRITISH LEGION BUCKET COLLECTION	126.00	130.00
Total grants & donations	126.00	130.00
Other income / expenditure		
W I Financial Advisor		37.50
Zettle	- 112.18	
Programme and stamps		92.30
BFWI Bulbs	240.45	240.45
Total other income / expenditure	128.27	370.25

Independent financial examiner's initials:

Guidance on completing the WI Financial Statement is available on the My WI website

INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of

Charity number (if registered)

BEACONSFIELD

WI

WIR
15/10/23
i6k

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention, (other than disclosed below*):

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with Section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Please delete the words in brackets if they do not apply.*

Comments:

There have been difficulties in getting cheques signed for several months towards the end of the year. The treasurer paid invoices for speakers, events, etc and was reimbursed at the year end. These invoices were authorised by the president. There is a new bank mandate in place from the middle of October with 4 available signatories. Receipts have not been given to all members. This must be done for all subscriptions received. I suggest that you start a members book to record the names of the members each year. Keep a separate sheet of each event for members to sign and record when they have paid the deposit and balance. Record the cheques raised in numerical order, including any cheques which are cancelled. Also the receipts should be recorded in the order in which they are banked. Please contact the speaker who has not presented his cheque. Does he need a new cheque?

Signed: 

Date: 15/10/23

Name: Helen Conchar

Address: 24 Newdigate Green, Harefield, UB9 6EP

Year: 2022-23

WI BEACONSFIELD

At 15/10/2023

Up to date bank balance including uncleared items	£6,985.27
Waiting to be paid into bank	£0.00

Year to date receipts and payments

RECEIPTS

	1	2	4	7	8	9	10	11	12		
	Receipts at meetings	Subscriptions WI share	Gift Aid	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising	Bank interest received	Grants & donations	Other income	Total Receipts (excluding funds received as agent)	Receipts paid in to bank but not cleared
TOTAL	965.10	1,649.50	-	-	5,823.50	1,214.80	-	126.00	128.27	9,907.17	-

PAYMENTS

	1	2	4	7	8	9	10	11	12		
	WI Meetings (Hall, speakers, etc)	Committee Members' Expenses	Pooling of fares / expenses paid to federation	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Insurance	Donations made	Other payments	Total Payments (excluding funds paid as agent)	Cheques written but not cleared
TOTAL	1,586.24	217.28	41.00	-	5,504.00	827.00	40.50	130.00	370.25	8,716.27	272.30

TOTAL RECEIPTS MINUS PAYMENTS (excluding funds received and paid as agent) **1,190.90**

Funds received and paid as agent

FUNDS RECEIVED

3	5	6	
Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent	Total received as agent
1,690.10	-	25.00	1,715.10

FUNDS PAID

3	5	6	
Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent	Total paid as agent
1,835.00	-	55.00	1,890.00

Transfers between accounts

Total receipts and payments do not include transfers to or from savings accounts or funds withdrawals for petty cash as these just move funds between the different bank / petty cash accounts. Petty cash expenditure is included under the relevant payment heading (see petty cash guidelines).

Year to date transfers		
Transfers from main account to savings / other account	-	-
Transfers to main account from savings / other account	-	-
Transfers to petty cash account	-	-

AM Gaudin
15/10/23

Accounts

Beaconsfield Women's Institute

Annual Trustees Report

September 2021 – August 2022

4th October 2022

Those present:- Averil Lister and Sam Cresswell joint Presidents,
Christine Dale-Lace Secretary, Sue Jenkins Treasurer, Nina Costley,
Kerry Smaje, Deborah Sanders, Georgina McMasters and Alice Coyle

The Trustees discussed plans for the upcoming Annual General Meeting.

• The past 12 months had unfortunately been punctuated once again by outbreaks of the Covid virus which meant that some committee meetings and members meetings had had to be held online rather than in person.

Some events had been cancelled due to a general unwillingness to meet up in numbers. Fortunately, towards the end of the reporting period meetings had started up again.

The Womens's Institute organisation aims to improve women's lives by means of education and providing opportunities to make a difference in their communities. To further this aim monthly speakers give talks on such varied topics as "what can you do to improve the environment", "Butterflies, how climate change is affecting them", " Mercy Ships, their work and how you can help" " volcanoes" and other educational topics plus running groups with activities such as:, handicrafts, book clubs and a walking group.

Members had voted to raise funds to support the work of a local women's group, Wycombe Women's Aid who offer support to women experiencing domestic violence, providing temporary housing to women and children and providing support, information and advice and promoting self- help.

Through various fund-raising efforts a total of £827 was raised and sent to help with the valuable work carried out by Wycombe Women's Aid.

WI name

Charity number (if registered)

Federation

BEACONSFIELD
1184258
BUCKINGHAMSHIRE



FINANCIAL STATEMENT

For the period

from

01/09/21

to

31/08/22

Section A

Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	-		Meeting expenses	1,983.87	795.26
Subscriptions (WI share)	1,981.80	1,484.44	Committee Members' expenses	-	44.93
Gift Aid	-		Pooling of fares / expenses	-	
Publications	-		Publications	9.50	
Activities & events	3,656.95		Activities & events	2,873.34	
WI fundraising	1,205.35		WI fundraising	377.49	
Interest received			Insurance	28.50	32.50
Paid into current account	-				
Paid into deposit account					
Grants and donations	674.35	360.00	Donations made	615.00	460.00
Other income	271.08	887.32	Other payments	1,296.39	843.65
WI-owned hall - total receipts			WI-owned hall - total payments		
Total Receipts	7,789.53	2,731.76	Total Payments	7,184.09	2,176.34

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
--	--	--	--	--	--

Total Receipts less Total Payments (Surplus/Deficit for the year)

605.44

A5 Total cash funds brought forward from last year (equals last year's total at B1)

5,782.63

A6 Total cash funds carried forward at this year end

6,388.07

A7 Total restricted funds at year end included in total cash funds above

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

- (a) to advance the education of women and girls for the public benefit in all areas including (without limitation): (i) local, national and international issues of political and social importance; (ii) music, drama and other cultural subjects; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) to promote sustainable development for the public benefit by: (i) educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and (ii) promoting sustainable means of achieving economic growth and regeneration;
- (c) to advance health for the public benefit; and
- (d) to advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

BF 30/9/22

WI name

BEACONSFIELD

Section B

Statement of assets and liabilities at the year end

B1 Cash funds

Total

Last year

£

£

B1.1	Final bank balance as per Account Book, including uncleared items	5,969.27	5,782.63
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	5,969.27	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared		
	Less any cheques still uncleared from last year		
	Total (should equal balance at B1.1)	5,969.27	
B1.3	Savings / deposit account balance		
B1.4	Petty cash in hand		
B1.5	Less any funds held as agent for federation/NFWI, i.e subscriptions received but not yet paid over enter as a negative amount	- 164.40	
	Total cash funds	5,804.87	5,782.63

B2 Investments (if any)

--	--

B3 Other monetary assets (e.g. any money owed to the WI)

--	--

B4 Other assets held by the WI

e.g. WI owned hall, other equipment

Value
(optional)*Original cost
(optional)*

* cost / value should only be completed if meaningful information is available

B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

Date due
(optional)*Amount due
(optional)*

* amount / date due should only be completed if meaningful information available

Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

President

Treasurer

Independent financial examiner's initials:

BS.

WI name

BEACONSFIELD

30/9/22

Section C

Notes to the financial statement

C1 Funds received and paid as agent

Complete this section with total amounts received and paid over to the federation in the year

	Receipts this year	Payments this year	Any balance held at year end
	£	£	£
Federation / NFWI share of subscriptions	1,428.00	1,293.60	134.40
Federation event bookings by individual members	390.00	390.00	
NFWI and / or federation raffle	73.00	43.00	30.00
Total	1,891.00	1,726.60	164.40

C2 Details of restricted funds

Complete this section if the WI had any restricted funds during the year

	Receipts this year	Payments this year	Any balance held at year end
	£	£	£
Name or description of restricted fund:			
Total	-	-	-

C3 Further details of WI activities /fundraising /other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year	Payments this year
	£	£
Activities & events (description)		
SEE SEPARATE SHEET		
Total WI activities	-	-
WI fundraising description)		
Fundraising	1,205.35	377.49
Total WI fundraising	1,205.35	377.49
Grants & donations		
Local Community Appeal	515.00	515.00
Poppy appeal	159.35	100.00
Total grants & donations	674.35	615.00
Other income / expenditure		
SEE SEPARATE SHEET		
Total other income / expenditure	-	-

Independent financial examiner's initials: **BF**

Guidance on completing the WI Financial Statement is available on the My WI website

30/9/22

INDEPENDENT FINANCIAL EXAMINER'S REPORT

Year: 2021-22

WI BEACONSFIELD

At 26/09/2022

Up to date bank balance including uncleared items	£5,969.27
Waiting to be paid into bank	£583.20

Year to date receipts and payments

RECEIPTS

	1	2	4	7	8	9	10	11	12	
	Receipts at meetings	Subscriptions WI share	Gift Aid	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Bank interest received	Grants & donations	Other income	Total Receipts (excluding funds received as agent)
TOTAL	-	1,981.80	-	-	3,656.95	1,205.35	-	674.35	271.08	7,789.53
										Receipts paid in to bank but not cleared
										-

PAYMENTS

	1	2	4	7	8	9	10	11	12	
	WI Meetings (Hall, speakers, etc)	Committee Members' Expenses	Pooling of fares / expenses paid to federation	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Insurance	Donations made	Other payments	Total Payments (excluding funds paid as agent)
TOTAL	1,983.87	-	-	9.50	2,873.34	377.49	28.50	615.00	1,296.39	7,184.09
										Cheques written but not cleared
										-

TOTAL RECEIPTS MINUS PAYMENTS (excluding funds received and paid as agent)	605.44
--	--------

Funds received and paid as agent

FUNDS RECEIVED

	3	5	6
	Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
	1,428.00	390.00	73.00
Total received as agent	1,891.00		

FUNDS PAID

	3	5	6
	Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
	1,293.60	390.00	43.00
Total paid as agent	1,726.60		

Transfers between accounts

Total receipts and payments do not include transfers to or from savings accounts or funds withdrawals for petty cash as these just move funds between the different bank / petty cash accounts. Petty cash expenditure is included under the relevant payment heading (see petty cash guidelines).

Year to date transfers	
Transfers from main account to savings / other account	-
Transfers to main account from savings / other account	-
Transfers to petty cash account	-

BEACONSFIELD WI
FINANCIAL STATEMENT
PAGE 3

ACTIVITIES & EVENTS (description)	RECEIPTS	PAYMENTS
CHINA DINER	544.45	270.00
BALLET	363.00	372.00
GIN TOUR	370.00	549.75
SEAMS/STRICKLY	1,071.50	1,001.59
CHENIES	169.00	216.00
WALK/MEAL/OXFORD	617.00	254.00
FOUNDLING MUSEUM	75.00	
NATIONAL ARBORETUM	245.00	210.00
?	202.00	
	-----	-----
	£ 3,656.95	£ 2,873.34
	-----	-----

OTHER INCOME/EXPENDITURE

IFE	-	32.00
ZETTLE MACHINE	-	178.00
LAPTOP	-	372.99 <i>BS</i>
BULBS	280.90	280.90
ZETTLE CHARGES (minus)	- 23.32	-
CHEQUE CANCELLED ?	-	60.00
BANK CHARGES	-	12.50
COMMISION/DONATION	13.50	-
LAPTOP	-	529.00
PROJECTOR	-	203.99
	-----	-----
	£ 271.08	£ 1296.39
	-----	-----

BS.
30/9/22

To the Trustees of

Charity number (if registered)

BEACONSFIELD

1184258

WI

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended 30/8/22

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention, (other than disclosed below*):

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with Section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Please delete the words in brackets if they do not apply.

Comments:

A qualified report is attached.

Signed:

Betty K Furner

Date:

30/9/22

Name:

BETTY FURNER

Address:

15 Farndale Gdn
Haylemere
High Wycombe
Bucks HP15 7HE

BEACONSFIELD WI
QUALIFIED REPORT
2021-2022

No minutes received showing when the subscription amount was agreed (£44.00)

Only page 1 of last years Financial Statement given to me

Do not sign your own receipts

Subscriptions For the second year running the split on the Receipts were incorrect
Should be WI £21.6 BF/NF £22.40

Bulbs missed off the receipts

Afghan Appeal should read Local Community Appeal. A letter to the effect was sent out at the end of last year to all WIs.

Still to pay NFWI raffle £30.00

→ Yes — more h'ches sold in September.
for £55 now sent.

Still to pay late subscriptions to BF/NF £134.40 plus .60p for insurance
- £164.40 should be put on FS page 2 B 1.5

British Legion Poppy appeal Receipts £159.35 Payments £100.00

DO NOT HAVE A SIGNATURE ON BLANK CHEQUE

ZETTLE PAYPAL

Receipts Gross amount in column 8 commission paid as a minus in column 12
Financial Statement page 3 under the heading 'OTHER' commission to read as a minus
stating it is charges for Zettle. The WI has to pay this not the member when they pay for an event.

Receipts 8/12/21 A Shaw China Diner Balance, the WI Receipts says £30.00 Bank
Statement says £20

£10 paid already 16/11 not picked up by Betty.

Take out Zettle charges from the Payments

Payments 3/2/22 A Zoom talk for £70.00 was omitted it was in the Bank Statement

You need good lists of members for each outing, these were very hit and miss, also the receipts

National Arboretum Receipts (PayPal) £245.00. I could only find refunds for £210.00

Debi's
missed.

Cheque 446 £622.80 Please separate items

Zettle £178.00 column 12

Ballet £372.00 column 8

Meeting expenses £72.80 column 1

Tell members no receipt no money.

Cheque 481 £616.00 in accounts as coach for Chenies but it was £216.00 for Chenies and £400 for Dance.

Payments 23/2/22 £105.00 put in twice in 2 different columns (How did you agree Bank Statement)

Cheque 473

Paid out of Bank Statement £60.00

On Payments of WI accounts as £60.00

What was this for?

Cheque stub 473 says it is for £261.29 Dancesport

Cheque 473 Bank charge of £12.50 to cancel this cheque this hasn't been done in this year's account.

12/4/22 Invoice £261.29

25/4/22 cheque 464 £261.29 WI accounts

4/5/22 cheque 464 Bank Statement £262.29

Jun/Jul cheque 473 Bank Statement £60.00 also in WI accounts

17/8/22 cheque 473 cancelled according to Bank Statement £12.50

As at 31 August end of year accounts this has not been cancelled

As the treasurer you should be the person in charge of the money, it seems as if several members are involved.

Many events are paid by a member and that member receives a cheque. Please state on the accounts what the break down of the amounts are,

I found it very hard to agree the figures for the Events

Betty K Finner

30/9/22

Accounts

BEACONSFIELD WOMEN'S INSTITUTE TRUSTEES MEETING

5TH OCTOBER 2021

Those present:-

Deborah Sanders, Averil Lister, Nina Costley, Kerry Smaje, Sam Cresswell, Anne Shaw, Georgina McMasters and Sue Jenkins

Apologies:- Deidre Smaje

- 1 The Trustees reviewed and accepted the Financial Statement as presented to them by the Treasurer Sue Jenkins and approved by the B F W I Financial Advisor.
- 2 Due to the Covid pandemic there had been few opportunities to meet up other than on Zoom, these meetings were generally well attended. A welfare calling system had operated over the period of closure with a number of volunteers calling members to check on their wellbeing, this had proved very popular especially for those members who live on their own.
- 3 An appeal for financial help from the Wycombe Women's Aid charity was received and a number of members donated a total of £360 to help this local charity.
- 4 The meeting ended with the members all hoping that regular face to face meetings would now be able to continue.

The next meeting will be in October 2022.

Sue Jenkins

Treasurer

Beaconsfield Women's Institute

WI name
Charity number (if registered)
Federation

Beaconsfield
1184258



FINANCIAL STATEMENT

For the period

from 09/01/20

to 31/08/21

Section A

Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	-	584.00	Meeting expenses	795.26	1,208.69
Subscriptions (WI share)	1,484.44	1,396.63	Committee Members' expenses	44.93	69.99
Gift Aid	-		Pooling of fares / expenses	-	41.00
Publications	-		Publications	-	207.16
Activities & events	-	1,129.00	Activities & events	-	1,289.80
WI fundraising	-	35.00	WI fundraising	-	
Interest received			Insurance	32.50	26.00
Paid into current account	-				
Paid into deposit account					
Grants and donations	360.00	1,966.36	Donations made	460.00	3,744.00
Other income	887.32	584.35	Other payments	843.32	843.65
WI-owned hall - total receipts			WI-owned hall - total payments		
Total Receipts	2,731.76	5,695.34	Total Payments	2,176.01	7,430.29

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
--	--	--	--	--	--

Total Receipts less Total Payments (Surplus/Deficit for the year)

555.75

A5 Total cash funds brought forward from last year (equals last year's total at B1)

5,226.88

A6 Total cash funds carried forward at this year end

5,782.63

A7 Total restricted funds at year end included in total cash funds above

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

- (a) to advance the education of women and girls for the public benefit in all areas including (without limitation): (i) local, national and international issues of political and social importance; (ii) music, drama and other cultural subjects; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) to promote sustainable development for the public benefit by: (i) educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and (ii) promoting sustainable means of achieving economic growth and regeneration;
- (c) to advance health for the public benefit; and
- (d) to advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

Betty Furness
13/9/21

WI name

Beaconsfield

Section B

Statement of assets and liabilities at the year end

B1 Cash funds

		Total £	Last year £
B1.1	Final bank balance as per Account Book, including uncleared items	5,782.63	5,226.88
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	5,782.63	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared		
	Less any cheques still uncleared from last year		
	Total (should equal balance at B1.1)	5,782.63	
B1.3	Savings / deposit account balance		
B1.4	Petty cash in hand		
B1.5	Less any funds held as agent for federation/NFWI, i.e. subscriptions received but not yet paid over enter as a negative amount		
	Total cash funds	5,782.63	5,226.88

B2 Investments (if any)

--	--

B3 Other monetary assets (e.g. any money owed to the WI)

--	--

B4 Other assets held by the WI

e.g. WI owned hall, other equipment

	Value (optional)*	Original cost (optional)*

* cost / value should only be completed if meaningful information is available

B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

	Date due (optional)*	Amount due (optional)*

* amount / date due should only be completed if meaningful information available

Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

President

Treasurer

Independent financial examiner's initials: 65

WI name

Beaconsfield

13/9/24

Section C

Notes to the financial statement

C1 Funds received and paid as agent

Complete this section with total amounts received and paid over to the federation in the year

	Receipts this year £	Payments this year £	Any balance held at year end £
Federation / NFWI share of subscriptions	1,472.41	1,472.41	
Federation event bookings by individual members	-	-	
NFWI and / or federation raffle	-	-	
Total	1,472.41	1,472.41	-

C2 Details of restricted funds

Complete this section if the WI had any restricted funds during the year

	Receipts this year £	Payments this year £	Any balance held at year end £
Name or description of restricted fund:			
Total	-	-	-

C3 Further details of WI activities /fundraising /other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year £	Payments this year £
Activities & events (description)		
Total WI activities	-	-
WI fundraising description)		
Total WI fundraising	-	-
Grants & donations		
British Legion Poppy Appeal	-	100.00
Wycombe Women's Aid	360.00	360.00
Total grants & donations	360.00	460.00
Other income / expenditure		
NFWI/Denman/ Independent Financial examiner	76.00	32.00
D Janson -Smith replacement cheque for 2 uncashed from last year	513.97	513.97
Bulbs	297.35	297.35
Unpresented cheque, written off		
Total other income / expenditure	887.32	843.32

Independent financial examiner's initials: **BS-**

Guidance on completing the WI Financial Statement is available on the My WI website

13/9/21

INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of

Beaconsfield

WI

Charity number (if registered)

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended 31/8/2021

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention, (other than disclosed below*):

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with Section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Please delete the words in brackets if they do not apply.

Comments:

See attached sheet

Signed:

Betty K Furner

Name:

BETTY FURNER

Address:

15 Farndale Gdns

Hazlemere

High Wycombe

Bucks HP15 7HE

Date:

13/9/2021

Accounts

WI name
Charity number (if registered)
Federation

Beaconsfield
1184258
Buckinghamshire



FINANCIAL STATEMENT

For the period

from 09/01/19

to 31/08/20

Section A

Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	584.00	1,097.39	20.00 Meeting expenses	1,208.69	1,483.38
Subscriptions (WI share)	1,396.63	1,224.88	Committee Members' expenses	69.99	
Gift Aid	-		Pooling of fares / expenses	41.00	43.00
Publications	-		Publications	207.16	157.50
Activities & events	1,129.00	977.45	Activities & events	1,289.80	649.52
WI fundraising	35.00	3,864.70	WI fundraising	-	1,066.53
Interest received			Insurance	26.00	24.00
Paid into current account	-		Donations made	3,744.00	675.00
Paid into deposit account			Other payments	843.65	474.95
Grants and donations	1,966.36	1,089.44	WI-owned hall - total payments		
Other income	584.35	206.45			
WI-owned hall - total receipts					
Total Receipts	5,695.34	8,460.31	Total Payments	7,430.29	4,573.88

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
--	--	--	--	--	--

Total Receipts less Total Payments (Surplus/Deficit for the year)

- 1,734.95

A5 Total cash funds brought forward from last year (equals last year's total at B1)

6,961.83

A6 Total cash funds carried forward at this year end

5,226.88

A7 Total restricted funds at year end included in total cash funds above

--

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

- (a) to advance the education of women and girls for the public benefit in all areas including (without limitation): (i) local, national and international issues of political and social importance; (ii) music, drama and other cultural subjects; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) to promote sustainable development for the public benefit by: (i) educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and (ii) promoting sustainable means of achieving economic growth and regeneration;
- (c) to advance health for the public benefit; and
- (d) to advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

b.F. Jones 16/9/20

WI name

Beaconsfield

Section B

Statement of assets and liabilities at the year end

B1 Cash funds

Total

Last year

£

£

B1.1	Final bank balance as per Account Book, including uncleared items	5,226.88	6,961.83
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	5,740.85	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared	513.97	
	Less any cheques still uncleared from last year		
	Total (should equal balance at B1.1)	5,226.88	
B1.3	Savings / deposit account balance		
B1.4	Petty cash in hand		
B1.5	Less any funds held as agent for federation/NFWI, i.e. subscriptions received but not yet paid over enter as a negative amount		
	Total cash funds	5,226.88	6,961.83

B2 Investments (if any)

B3 Other monetary assets (e.g. any money owed to the WI)

B4 Other assets held by the WI

e.g. WI owned hall, other equipment

Value
(optional)*Original cost
(optional)*

* cost / value should only be completed if meaningful information is available

B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

Date due
(optional)*Amount due
(optional)*

* amount / date due should only be completed if meaningful information available

Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

Deborah A. Sanders

DEBORAH SANDERS 12.10.20

President

Sue Jenkins

SUE JENKINS 12/10/20

Treasurer

Independent financial examiner's initials:

BF

WI name

Beaconsfield

16/9/20

Section C

Notes to the financial statement

C1 Funds received and paid as agent

Complete this section with total amounts received and paid over to the federation in the year

	Receipts this year	Payments this year	Any balance held at year end
	£	£	£
Federation / NFWI share of subscriptions	1,428.87	1,428.87	
Federation event bookings by individual members	180.00	180.00	
NFWI and / or federation raffle	-	-	
Total	1,608.87	1,608.87	-

C2 Details of restricted funds

Complete this section if the WI had any restricted funds during the year

	Receipts this year	Payments this year	Any balance held at year end
	£	£	£
Name or description of restricted fund:			
Total	-	-	-

C3 Further details of WI activities /fundraising /other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year	Payments this year
	£	£
Activities & events (description)		
Educational trip to American Museum Bath	791.00	838.60
Denman Christmas lunch	338.00	389.25
S MacDermott paid last financial year and again this year so refunded £25.95		25.95
Resolutions meeting		16.00
Workshop		20.00
Total WI activities	1,129.00	1,289.80
WI fundraising description)		
Silent Auction	35.00	
Total WI fundraising	35.00	-
Grants & donations		
British Legion Poppy Appeal	66.36	100.00
Water Fountain	1,900.00	3,244.00
Beaconsfield High School (marque)		400.00
Total grants & donations	1,966.36	3,744.00
Other income / expenditure		
Avert re water fountain		156.00
IFE £32 Refund Subs £21.50 and subs amendment £64.70	64.70	118.00
NFWI Raffle		50.00
Bulbs £495.65 Lost cheque by bank £24	519.65	519.65
Total other income / expenditure	584.35	843.65

Independent financial examiner's initials:

BF

Guidance on completing the WI Financial Statement is available on the My WI website

16/9/20

INDEPENDENT FINANCIAL EXAMINER'S REPORT

Year: 2019-2020

WI

Beaconsfield

At 10/09/2020

Up to date bank balance including uncleared items £6,226.88
Waiting to be paid into bank £0.00

Year to date receipts and payments

RECEIPTS

	1	2	4	7	8	9	10	11	12		
	Receipts at meetings	Subscriptions WI share	Gift Aid	Publications (newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Bank interest received	Grants & donations	Other income	Total Receipts (excluding funds received as agent)	Receipts paid in to bank but not cleared
TOTAL	584.00	1,396.63	-	-	1,129.00	35.00	-	1,966.36	584.35	5,695.34	-

PAYMENTS

	1	2	4	7	8	9	10	11	12		
	WI Meetings (hall, speakers, etc)	Committee Members' Expenses	Pooling of fares / expenses paid to federation	Publications (newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Insurance	Donations made	Other payments	Total Payments (excluding funds paid as agent)	Cheques written but not cleared
TOTAL	1,208.69	69.99	41.00	207.16	1,289.80	-	26.00	3,744.00	843.85	7,430.29	513.97

TOTAL RECEIPTS MINUS PAYMENTS (excluding funds received and paid as agent) - 1,734.95

Funds received and paid as agent

FUNDS RECEIVED

3	5	6	
Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent	Total received as agent
1,428.87	180.00	-	1,608.87

FUNDS PAID

3	5	6	
Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent	Total paid as agent
1,428.87	180.00	-	1,608.87

Transfers between accounts

Total receipts and payments do not include transfers to or from savings accounts or funds withdrawals for petty cash as these just move funds between the different bank / petty cash accounts. Petty cash expenditure is included under the relevant payment heading (see petty cash guidelines).

Year to date transfers		
Transfers from main account to savings / other account	-	-
Transfers to main account from savings / other account	-	-
Transfers to petty cash account	-	-

BF 16/9/20

To the Trustees of

Charity number (if registered)

Beaconsfield

WI

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended 31/8/2020

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention, (other than disclosed below*):

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with Section 130 of the Charities Act 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Please delete the words in brackets if they do not apply.

Comments:

- NFWI Raffle - WI Should not pay for tickets.
- If members do not pay correct amounts, they should be asked for correct amount.
- Receipts should be issued for all subscriptions taken.

Signed:

Name:

Address:

Betty K Furner

Betty FURNER

15 Farndale Gdns

Harlemere

High Wycombe

Bucks

HP15 7HE

Date:

25/9/20

TRUSTEES REPORT BEACONSFIELD WOMEN'S INSTITUTE 2019-2020

Beaconsfield Women's Institute is part of the National Federation of Women's Institutes whose aim is to establish a strong female community providing women with educational opportunities and the chance to make a difference in their communities. It is therefore set up as an educational charity with a constitution which states that membership is only open to women.

During the financial year 2018-19 Beaconsfield Women's Institute ran 2 very successful fundraising events with the aim of supporting their funds together with raising funds for the local appeal by the Beaconsfield Town Council to install and maintain a water fountain on the council green, with aim of encouraging local people to refill their plastic cups or water bottles from the fountain rather than purchasing more plastic bottles. £500 was set aside as the amount to be donated when this was possible. At the outset of the fundraising the council was unable to accept donations so Beaconsfield Women's Institute held a donation from the local Waitrose of £1,000 from the 'green tokens scheme'. In January 2020 a further donation was made to the appeal by the Heathrow Communities Fund, this again was held by Beaconsfield Women's Institute until February 2020 when the council was able to open an account to receive donations. A total of £3244 was donated, this included £344 from the £500 raised, the remaining £156 had already been used as part of a local campaign to raise both awareness and further funds for the water fountain.

Due to the Covid outbreak and the restrictions put in place by the government the usual monthly meetings were no longer able to continue in person but the use of the 'Zoom' technology meant that members were able to participate in discussion and listen to monthly speakers or participate in craft activities online. Further fundraising was obviously curtailed.

In May 2020 an appeal from the Beaconsfield School for a donation towards the costs of providing marquees to enable pupils to take their GCSE exams in a socially distanced environment was met with a donation of £400.

The trustees for the period of this report are:-

Averil Lister	Kerry Smaje
Nina Costley	Susan Jenkins
Samantha Cresswell	Christine Dale-Lace
Deidre Smaje	Deborah Sanders
Anne Shaw	

This concludes the trustees for the Beaconsfield Women's Institute annual report for 2019-20