

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		
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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)

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

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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