

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)

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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