

Charity number: 1185965

North Yorkshire East County Federation of Women's Institute

Trustees' report and financial statements

for the year ended 31 October 2023

THE BARKER PARTNERSHIP

Chartered Accountants

Thirsk

North Yorkshire East County Federation of Women's Institute

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North Yorkshire East County Federation of Women's Institute

Legal and administrative information

Charity number	1185965																
Registered office	WI House, Front Street Norby Thirsk North Yorkshire YO7 1BG																
Trustees	<table><tr><td>Sarah McFarlane</td><td>Chairman</td></tr><tr><td>Jean Williams</td><td>Treasurer</td></tr><tr><td>Linda Cariss</td><td>Vice Chairman and Assistant Treasurer</td></tr><tr><td>Jan Oddy</td><td></td></tr><tr><td>Lindsay Gee</td><td>Vice Chairman</td></tr><tr><td>Margaret Ellison</td><td></td></tr><tr><td>Helen Lane</td><td></td></tr><tr><td>Jane Burns</td><td></td></tr></table>	Sarah McFarlane	Chairman	Jean Williams	Treasurer	Linda Cariss	Vice Chairman and Assistant Treasurer	Jan Oddy		Lindsay Gee	Vice Chairman	Margaret Ellison		Helen Lane		Jane Burns	
Sarah McFarlane	Chairman																
Jean Williams	Treasurer																
Linda Cariss	Vice Chairman and Assistant Treasurer																
Jan Oddy																	
Lindsay Gee	Vice Chairman																
Margaret Ellison																	
Helen Lane																	
Jane Burns																	
Independent Examiners	Mr B Cross ACA The Barker Partnership Chartered Accountants 17 Central Buildings Market Place Thirsk North Yorkshire YO7 1HD																
Bankers	Virgin Money 35 High Row Darlington DL3 7QT																

North Yorkshire East County Federation of Women's Institute

Report of the trustees for the year ended 31 October 2023

The trustees present their report and the financial statements for the year ended 31 October 2023. The trustees who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

Governing document

The Federation is an association of Women's Institutes and is formed with a constitution as laid down for County Federations from time to time by the National Federation of Women's Institutes.

Appointment of trustees

The trustees are elected every two years. One third may be co-opted. The Federation's constitution governs the appointment of trustees.

Trustee induction and training

All new trustees receive information packs from the charity and from its governing body, the National Federation of Women's Institutes. The packs include details of their formal responsibilities as trustees together with guidance as to how they should organise and control events, courses and other fund raising activities.

Organisation

The trustees delegate the day to day running of the Federation to its Federation Secretary and Financial Secretary. The two office staff receive assistance when necessary from the Federation's Chair, Treasurer, WI Advisors and the trustees.

Risk review

Trustees actively review the major risks that the charity faces on a regular basis and believe that maintaining reserves at current levels combined with an annual review of controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Sub committees

The operation of the Federation's sub-committees is entirely dependent on the voluntary efforts provided by the individual committee members.

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the Federation are to further the purpose of the Women's Institute movement both here in North Yorkshire East and elsewhere. These are to advance the education of women in citizenship, in public affairs - both national and international - in music, drama and other cultural subjects. They also aim to improve and develop conditions in rural life, give instruction and training in all branches of home economics, handicrafts, health and social welfare and agriculture.

The policy of the Federation is to raise funds and organise courses, lectures and events to achieve these objectives.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

The trustees oversee the planned activities of three sub-committees, Events, Current Affairs and Membership & Training. These each provide a large number of workshops and activities in their respective areas of interest and collectively made a positive impact on both members and local communities which has added to the Federation's desire to improve education and citizenship among its members.

North Yorkshire East County Federation of Women's Institute

Report of the trustees for the year ended 31 October 2023

Achievements and performance

Chairman's report - Sarah McFarlane

It has been a very busy and exciting year. We have been celebrating the Federation's 40th Anniversary, following the division of the Yorkshire Federation in 1983, and our celebrations have included holding Afternoon Teas in different parts of the Federation, which have been fairly well attended and given me the opportunity to meet a lot of members in a fun and relaxed setting. We still have three more Teas arranged for early next year, which I am greatly looking forward to.

In the Spring, we launched our new website, which has been generally well received - as with all new systems, there were a few little snags to be ironed out but all seems to be running fairly smoothly.

We have put on a wide variety of events this year, including an evening "Behind the Seams" of the Strictly Come Dancing Costumes, which was both interesting and entertaining. The Federation Committees work hard to put on different events and hopefully there is something for everyone in our programme. We try to think of new and exciting things for our members, but we are always open to other suggestions. We aim to ensure that our events continue to provide value for money but, unfortunately, increased costs have to be reflected in what is charged for any event.

We have very sadly had to say goodbye to three WIs, Ebberston and Allerston, HMF Pinafore and Eskmoor but on the plus side we are delighted to welcome two new WIs, Northallerton and Filey Flithers, to whom we wish every success for the future. Our membership has shown a modest increase which is excellent news; so thank you to everyone who has helped to introduce new members to our wonderful organisation and also a big vote of thanks to those who have worked hard to ensure that people have wanted to renew their membership. So, let's hope it is onwards and upwards.

Our Spring Council Meeting was a very lively occasion. Meridith Towne is always such a delightful speaker and she treated us to an hour of Glitz and Glamour, while in the afternoon Charles Hanson not only entertained us with his talk but also raised a huge amount of money for the Yorkshire Air Ambulance by auctioning several sets of tickets for the next filming of Bargain Hunt.

We had a Federation holiday to Kent at the back end of the year and this seemed to have been enjoyed by all who came. We were blessed with perfect weather, good food and a very cheerful coach driver.

I have thoroughly enjoyed attending many different WI meetings and I have been honoured to be invited to join many of the WI's celebrations. I look forward to meeting more of our members in the coming months.

I should like to thank the rest of the Board of Trustees and the members of our sub-Committees for their hard work and support throughout the year but especial thanks must go to the office staff, Laurence Anderson and Shirley Nicholls for all their invaluable help, support and advice - without them the running of the Federation would be far from smooth.

Treasurer's report - Jean Williams

The sub-committees have encouraged members to attend a wide range of successful events during the year for which the Trustees are extremely grateful which has kept our cash flow very good. Unfortunately, this has been another difficult year for our investments, as I am sure you are all aware of how volatile the markets are, although we have received good dividends. We have continued to upgrade the flat above the Office at WI House, and our tenant is delighted with all improvements which this year included a new stair carpet. We constantly try to keep our expenditure down which as you can appreciate is not always easy, but we have continued with hybrid meetings and encouraged shared travel. We are pleased to report that we finish this financial year in a better position than last year.

North Yorkshire East County Federation of Women's Institute

Report of the trustees for the year ended 31 October 2023

Events - Linda Carris

The Events Sub-Committee has had another busy year arranging an array of workshops which we hope were to our members' liking. There have been workshops covering such topics as painting with acrylics, book binding, a crossbow taster session, a mosaic workshop, lino cutting and printing workshop, flat green bowls, a blacksmith workshop, pottery, a hidden geological walk, crewel embroidery together with Japanese Sashiko embroidery workshop to name but a few. We celebrated Yorkshire Day in style with a lunch at the Downe Arms at Wykeham followed by a Halloween lunch where members came in fancy dress to add to the occasion.

We try to cater for as wide a range of interests as possible. However, if there is something that you are interested in, please let the Events Sub-Committee know and we will see what we can do. The Committee is busy arranging more workshops for the coming year, but we would like to offer a few more rambles to our members.

The Events Sub-Committee are always looking for new people to help plan and provide a range of experiences for WI members.

Thanks go as always to the hardworking Committee members and to the membership who have supported so many events.

The Independent Financial Examiners - Carolyn Boam

After advertising in the newsletter for anyone interested in training to be an IFE to come forward, there has been a positive response and training will take place in the New Year. This year has seen an increase in the number of Treasurers completing the WI accounts online. Banking is still causing problems but there is a noticeable increase of WI members making payments by BACS. For new WIs trying to open a bank account it is proving quite a challenge and very time consuming. We introduced a Question-and-Answer workshop for Treasurers which was a success; therefore, we will hold more in 2024.

Newsletter - Margaret Ellison

The Federation newsletter continues to be an important communication tool allowing information to be passed to WIs within our Federation keeping them up to date with events, workshops and other relevant issues. Our Federation is large and the newsletter allows individual WIs to see what others are doing in our area. Members continue to send interesting articles and photographs about their WI's events.

In the interests of keeping production and postage costs as low as possible we aim to limit the newsletter to 8 pages with the occasional edition at 12 pages.

The newsletter continues to be charged at £6.00 per year. Each WI receives 3 printed copies free of charge for use in meetings and as well as publicity items. Electronic copies are sent either to the secretary or the nominated member from whom members may request a copy to be sent to their personal computer. The Federation website has a copy of all our past newsletter editions.

Archives - Val Illingsworth, Pat Shotton & Gill Cressey

During the last year we have welcomed Gill to the Archive Team, and we continue to work through the records of closed WIs in preparation for depositing them with The Borthwick Institute in York.

We are always available to WIs for any advice they may need regarding the keeping of their own archives and can be contacted via the Office at Thirsk

North Yorkshire East County Federation of Women's Institute

Report of the trustees for the year ended 31 October 2023

Current Affairs: Lindsay Gee

The year began with review of the proposed resolutions, in advance of the members' voting. The eventual winner was Clean Rivers for people and wildlife, with 36,736 votes.

We reported on the results of the questionnaire from the previous year: of the 43 replies, the highest-scoring subjects of concern were Local Transport, Post Offices and Banks, and Climate Change; while a local element, and WIs working together on national campaigns, were singled out as worthwhile.

We participated in World Earth Day, held in April at Thirsk Town Hall. Our main focus was on the End Plastic Soup and SOS for Honeybees campaigns. It was lively and informative, and a good opportunity for networking: the Woodland Trust, Yorkshire Dales Rivers Trust and Northallerton Beekeepers were among those present. We had successful and enjoyable sessions on British Sign Language for beginners, run by Whitby WI's Heather Relf, and on Forensic Archaeology and Forensic Art. Both were so popular repeats were appropriate.

One of the Trustees, Jan Oddy (Selby Swans and Riccall), led a promotional day in which several members distributed WI literature and attracted a lot of interest at York's Designer Outlet - a well-chosen location.

June's Great Big Green Week was given prominence in the Newsletter, as were July's Plastic-free Month and the enhanced national safeguarding system (with the National Safeguarding Officer Francesca Pal). Rounding off the year, the International Day featured Italy.

Membership and training - Janice Whiteford

We now have 2 new qualified WI Advisers raising our numbers to 4 and, with 5 support members, this has had a good impact on our committee and enabled us to be a lot more pro-active.

The President & Secretary's workshops were well received and all members attending found them useful and enjoyable. We attended several outdoor events promoting the WI to non-members and, hopefully, this promotional work will have resulted in gaining new members. We also held our usual Federation Quiz which was well received.

The highlight of the year for us was successfully opening 2 new WIs. Northallerton WI and Filey Flithers WI. I'm sure that they will be very popular in their respective areas.

We helped with the launch of the new Federation website and have an active presence on social media with the Federation Facebook pages.

All the committee enjoy visiting WIs and meeting members which will be our priority in the future.

Science Co-ordinator - Glenis Wedzicha

Throughout the past year science events have continued to flourish. Forensic Science has developed keenly and the latest addition to the list of Forensic areas I have explored has been Forensic Art. The Climate has proceeded well via my Climate Change quiz which members have enjoyed. Our members are increasingly frustrated when I tell them there is little they can do to progress this issue which is of extreme concern to us all. My response to their questions is: use your vote both in local and national elections wisely. We put two excellent Resolutions forward for inclusion in the long list this year. Neither were shortlisted. One related to early diagnosis of Alzheimer's disease, probably the most debilitating disease of the current age, affecting, as it does, the personality of the whole individual. The other was regarding the worrying aspect of copious quantities of litter in our streets and countryside, causing pollution on a major scale and a hazard to health. After many years of service to NYEFWI in my three executive roles, I decided now was the time to step down. I bid adieu to my friends on the Board and wish them well. I will be exploring pastures new. I am excited at this. To sit idly by whilst others toil is not my comfort zone. Thank-you.

North Yorkshire East County Federation of Women's Institute

Report of the trustees for the year ended 31 October 2023

Stationery - Linda Cariss

We carry a full selection of NFWI Stationery and NYE items which include our own Pens, Thermal Mugs, Shopping Bags, Badges etc. These are available for collection or to purchase at both our Spring Council Meeting and Autumn Council Meeting. Items can be posted to WIs but this would incur a charge for postage. Two Financial Statements are posted to each WI with the August Newsletters which are provided free of charge.

The number of diaries again has decreased - a small surplus is held by the Federation and sold at the Autumn Council Meeting, but please make sure you order in advance just in case they have all sold out!

Financial review

Investment policy

The aim of our investment policy is to maximise the income received on our reserves. The Board of Trustees are conscious of the fact that investment carries a risk, but they will minimise that as much as possible. They will ensure that sufficient funds are available to ensure the smooth operation of the Federation, and will not invest any monies which are required for that purpose.

Investment decisions will normally be made by the Board of Trustees, on the recommendation of the Office & Finance Sub Committee, but if guidance is required then professional advice will be sought.

The Office & Finance Sub Committee will review the position regarding investments regularly and, if changes are necessary, will report that fact to the Board of Trustees for approval.

Reserves policy

The charity requires reserves to allow it to continue work to promote the interests of women in accordance with the charity's objects in the event of unforeseen disruption to its income streams. The charity's reserves policy is reviewed by the board annually.

Free reserves are calculated as total reserves less any restricted funds, fixed assets or designated funds.

The trustees' policy is to hold sufficient free reserves:

- a) to meet its working capital requirements, particularly given that the majority of membership subscriptions is received in April/ May each year; and
- b) to protect continuity of the charity's activities and services by holding sufficient funds to mitigate the impact of risks: the amount required being based on the trustees risk review and assessed in relation to the cost of covering each risk and the likelihood of that risk occurring.

Our cash reserves currently stand at £167,443 of which £63,650 is designated as Doris Wilkinson funds which we are only able to use for the purposes specified by the trustees.

We should retain sufficient free reserves to cover six months expenditure. In the accounts for 2022/23 our expenditure was approximately £136,000. We therefore should retain at least £68,000 as free reserves.

NOTES

Restricted funds are monies given, collected or donated for a specific purpose which is stated by the donor.

Designated funds are monies set aside from the general funds by the trustees for a specific purpose.

North Yorkshire East County Federation of Women's Institute

Report of the trustees

for the year ended 31 October 2023

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of charity and of the incoming resources and application of resources of the charity for that year. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



Mrs Sarah McFarlane
Federation Chairman

11 January 2024

North Yorkshire East County Federation of Women's Institute

Independent examiner's report to the trustees on the unaudited financial statements of North Yorkshire East County Federation of Women's Institute.

I report to the trustees on my examination of the accounts of North Yorkshire East County Federation of Women's Institute for the year ended 31 October 2023 set out on pages 2 to 19.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable 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 material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (i) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (ii) the accounts do not accord with those records; or
- (iii) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



.....
Mr B Cross ACA

The Barker Partnership
Chartered Accountants
17 Central Buildings
Market Place
Thirsk
North Yorkshire
YO7 1HD

11 January 2024

North Yorkshire East County Federation of Women's Institute

Statement of financial activities

For the year ended 31 October 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Income and endowments from:					
Donations and legacies	2	29,316	-	29,316	26,819
Other trading activities	3	33,238	-	33,238	35,513
Investments	4	8,048	181	8,229	6,667
Charitable activities	5	65,674	(29)	65,645	38,478
Total		<u>136,276</u>	<u>152</u>	<u>136,428</u>	<u>107,477</u>
Expenditure on:					
Raising funds	6	40,225	-	40,225	41,930
Charitable activities	7	96,020	-	96,020	82,085
Total		<u>136,245</u>	<u>-</u>	<u>136,245</u>	<u>124,015</u>
		31	152	183	(16,538)
Other recognised gains and losses					
Gains/(Losses) on investment assets		(2,284)	-	(2,284)	(24,416)
Net movement in funds		<u>(2,253)</u>	<u>152</u>	<u>(2,101)</u>	<u>(40,954)</u>
Total funds brought forward		<u>367,270</u>	<u>4,394</u>	<u>371,664</u>	<u>412,618</u>
Total funds carried forward		<u>365,017</u>	<u>4,546</u>	<u>369,563</u>	<u>371,664</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 19 form an integral part of these financial statements.

North Yorkshire East County Federation of Women's Institute

Balance sheet as at 31 October 2023

	Notes	£	2023 £	£	2022 £
Fixed assets					
Tangible assets	11		211,027		213,963
Current assets					
Stocks		1,677		1,734	
Debtors	12	61		257	
Investments	13	124,874		127,158	
Cash at bank and in hand		42,570		41,953	
		169,182		171,102	
Creditors: amounts falling due within one year	14	(10,646)		(13,401)	
Net current assets			158,536		157,701
Net assets			369,563		371,664
Funds	15				
Restricted income funds			4,546		4,394
Unrestricted income funds:					
Unrestricted income funds			240,443		239,796
Revaluation reserve			124,574		127,474
Total unrestricted income funds			365,017		367,270
Total funds			369,563		371,664

The financial statements were approved by the trustees on 11 January 2024 and signed on its behalf by



Mrs Jean Williams
Federation Treasurer

The notes on pages 11 to 19 form an integral part of these financial statements.

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with 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 2015) and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the entity.

1.2. Cashflow

The charity has taken advantage of the exemption in FRS102 from the requirement to produce a cashflow statement because it is a small charity.

1.3. Fund accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

1.4. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Grants and donations are only included in the statement of financial activities when the charity has unconditional entitlement to the resources.

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Income from investments is included in the year in which it is receivable.

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

1.5. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs include central function and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

1.6. Tangible fixed assets and depreciation

These are capitalised if they can be used for more than one year and cost at least £1,000. They are valued at cost, or if gifted, at the value to the charity on receipt.

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

Office fixtures and fittings	-	On a straight line basis over five to ten years
Photocopier	-	On a straight line basis over five to ten years
Chairman's Badge	-	No depreciation charge is made

Freehold property

The charity's freehold property has been revalued to its estimated open market value (£245,000 - 2011). The surplus on cost (£85,626) has been transferred to a revaluation reserve. Depreciation is charged to reduce the value of the property to a residual value, estimated at £100,000 over 50 years. This depreciation is deducted from the revaluation reserve in the balance sheet.

1.7. Investments

Current asset investments are revalued at the balance sheet date and the gain or loss taken to the statement of financial activities.

1.8. Stock

Stock is valued at the lower of cost and net realisable value.

1.9. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

1.10. Grants paid

In accordance with the objects of the charity, grants are paid in the form of support funds or bursaries to various individuals in order to further the purpose of the Women's Institute movement and to advance the education of countrywomen and detailed within charitable expenditure.

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

2. Donations and legacies

	Unrestricted funds £	2023 Total £	2022 Total £
Membership fees	29,256	29,256	26,736
Donations	60	60	83
	<u>29,316</u>	<u>29,316</u>	<u>26,819</u>

3. Other trading activities

	Unrestricted funds £	2023 Total £	2022 Total £
Rent received	5,100	5,100	5,120
Bulbs	1,354	1,354	1,131
Institute insurance	1,784	1,784	1,943
Fund raising events and activities	25,000	25,000	27,319
	<u>33,238</u>	<u>33,238</u>	<u>35,513</u>

4. Investments

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Interest and dividends received	8,048	181	8,229	6,667
	<u>8,048</u>	<u>181</u>	<u>8,229</u>	<u>6,667</u>

5. Charitable activities

	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Membership and training	1,948	-	1,948	3,098
Federation income	36,310	(29)	36,281	12,469
Publications and stationery	698	-	698	872
Current affairs	4,385	-	4,385	5,879
National events	6,090	-	6,090	5,423
Newsletter	3,134	-	3,134	200
Council meetings	13,109	-	13,109	10,537
	<u>65,674</u>	<u>(29)</u>	<u>65,645</u>	<u>38,478</u>

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

6. Raising funds

	Unrestricted funds £	2023 Total £	2022 Total £
Bulb costs	1,083	1,083	906
Institute insurance costs	1,641	1,641	1,537
Fundraising events and activities	18,905	18,905	21,744
Governance and support costs	18,596	18,596	17,743
	<u>40,225</u>	<u>40,225</u>	<u>41,930</u>

7. Charitable activities

	Unrestricted funds £	2023 Total £	2022 Total £
Membership and training costs	4,004	4,004	2,496
Federation costs	35,957	35,957	20,097
Publicity and stationery costs	630	630	889
Current affairs costs	2,796	2,796	4,259
Newsletter costs	4,721	4,721	7,121
National event costs	5,212	5,212	5,346
Council meeting costs	8,699	8,699	6,866
Bursaries	1,165	1,165	2,472
Governance and support costs	32,836	32,836	32,539
	<u>96,020</u>	<u>96,020</u>	<u>82,085</u>

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

8. Analysis of governance and support costs

	Raising funds £	Charitable activities £	2023 Total £	2022 Total £
<u>Governance costs</u>				
Trustees expenses	493	1,150	1,643	2,967
Accountancy and payroll fees	110	255	365	360
Independent examiners costs	493	815	1,308	1,224
<u>Support costs</u>				
Staff costs	12,566	19,747	32,313	25,053
Premises	1,563	4,689	6,252	8,817
Legal and professional fees	140	327	467	1,400
Communication and information technology	326	762	1,088	1,614
Other office expenses	2,024	3,036	5,060	5,947
Depreciation and impairment	881	2,055	2,936	2,900
	<u>18,596</u>	<u>32,836</u>	<u>51,432</u>	<u>50,282</u>

9. Employees

Employment costs	2023 £	2022 £
Wages and salaries	31,415	24,459
Pension costs	898	594
	<u>32,313</u>	<u>25,053</u>

No employee received emoluments of more than £60,000 (2022 : None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	2023 Number	2022 Number
Employees	2	2
Trustees	8	11
	<u>10</u>	<u>13</u>

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

10. Trustees' emoluments

During the year 7 trustees (2022 - 6) were paid general expenses, including travel. The aggregate amount paid was £2,270 (2022 - £2,967).

Neither the trustees nor any person connected with them received any remuneration during the year (2022 - £nil).

11. Tangible fixed assets	Freehold property	Office fixtures & fittings	Photo- copier	Chairman's Badge	Total
	£	£	£	£	£
Cost					
At 1 November 2022 and At 31 October 2023	245,000	20,656	1,295	683	267,634
Depreciation					
At 1 November 2022	31,900	20,476	1,295	-	53,671
Charge for the year	2,900	36	-	-	2,936
At 31 October 2023	34,800	20,512	1,295	-	56,607
Net book values					
At 31 October 2023	210,200	144	-	683	211,027
At 31 October 2022	213,100	180	-	683	213,963

12. Debtors

	2023 £	2022 £
Trade debtors	61	257

13. Current asset investments

	2023 £	2022 £
Unlisted investments	124,874	127,158

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Notes to financial statements for the year ended 31 October 2023

14. Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	2,445	2,186
Other taxes and social security	187	105
Accruals and deferred income	8,014	11,110
	<u>10,646</u>	<u>13,401</u>

15. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fund balances at 31 October 2023 as represented by:			
Tangible fixed assets	211,027	-	211,027
Investment assets	124,874	-	124,874
Current assets	39,762	4,546	44,308
Current liabilities	(10,646)	-	(10,646)
	<u>365,017</u>	<u>4,546</u>	<u>369,563</u>

North Yorkshire East County Federation of Women's Institute

Notes to financial statements for the year ended 31 October 2023

16. Unrestricted funds

	At 1 November 2022	Incoming resources	Outgoing resources	Transfers	Gains and losses	At 31 October 2023
	£	£	£	£	£	£
General funds	176,644	134,428	(136,245)	2,900	(1,398)	176,329
Doris Wilkinson Fund	62,688	1,848	-	-	(886)	63,650
WI support fund	464	-	-	-	-	464
Revaluation reserve	127,474	-	-	(2,900)	-	124,574
	<u>367,270</u>	<u>136,276</u>	<u>(136,245)</u>	<u>-</u>	<u>(2,284)</u>	<u>365,017</u>

Purposes of unrestricted funds

Designated funds held

Doris Wilkinson Fund

The Doris Wilkinson fund relates to the balance of the legacy received from the estate of Doris Wilkinson which was designated for the benefit of the members by the executive committee. One half of the income from the fund is to be utilised to provide annual bursaries to assist members with the cost of educational courses and the rest is to be utilised to improve the facilities available to members.

WI support fund

The WI support fund relates to amounts received into the charity's general funds from the Held fund. This fund will be subject to a maximum value at any one time of £700. In addition, on other occasions, further amounts will be raised to augment the Held fund receipts towards this fund. The fund is to enable the federation to provide monetary support to individual WI branches in financial difficulties.

Revaluation reserve

In 2011 the charity's freehold property was revalued at £245,000 (previous valuation £250,000 in 2003). The historic cost of the property is £85,626 and a revaluation reserve fund has been created to account for the unrealised gain resulting from revaluations. This fund is unrestricted but unavailable for charitable use and depreciation is charged against this fund in full.

17. Restricted funds

	At 1 November 2022	Incoming resources	At 31 October 2023
	£	£	£
Held fund	<u>4,394</u>	<u>152</u>	<u>4,546</u>

Purposes of restricted funds

Held fund

The Held fund relates to the transfer of any remaining balances on hand when individual WI branches are closed. The funds are held for a period of three years, during which time, if the WI branch is re-opened the fund are returned. If this is not the case, on the expiration of the three year periods, the funds are transferred to the charity's general funds. The balance on the Held Fund is kept in a separate bank account.

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Notes to financial statements for the year ended 31 October 2023

18. Connected charities

The charity is connected to its governing body, The National Federation of Women's Institutes whose offices are situated at 104 New Kings Road, London, SW6 4LY. The National Federation is responsible for creating the national policies of the Women's Institute which it implements through its 70 county federations. The charity is also a member of the ACWW.