

Charity number: 1185965

**North Yorkshire East County Federation of Women's Institute**

**Trustees' report and financial statements**

**for the year ended 31 October 2024**

**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

<b>Charity number</b>	1185965																				
<b>Registered office</b>	WI House, Front Street Norby Thirsk North Yorkshire YO7 1BG																				
<b>Trustees</b>	<table><tr><td>Sarah McFarlane</td><td>Chairman</td></tr><tr><td>Lindsay Gee</td><td>Vice Chairman</td></tr><tr><td>Jane Burns</td><td>Treasurer (from April 2024)</td></tr><tr><td>Margaret Ellison</td><td>Vice Chairman and Assistant Treasurer (from April 2024)</td></tr><tr><td>Jean Williams</td><td>Treasurer &amp; Trustee (to April 2024)</td></tr><tr><td>Linda Cariss</td><td>Vice Chairman and Assistant Treasurer (to April 2024)</td></tr><tr><td>Jan Oddy</td><td></td></tr><tr><td>Helen Lane</td><td></td></tr><tr><td>Gill Edmonds</td><td>(appointed 13 February 2024)</td></tr><tr><td>Pam Perkins</td><td>(apponited 11 June 2024)</td></tr></table>	Sarah McFarlane	Chairman	Lindsay Gee	Vice Chairman	Jane Burns	Treasurer (from April 2024)	Margaret Ellison	Vice Chairman and Assistant Treasurer (from April 2024)	Jean Williams	Treasurer & Trustee (to April 2024)	Linda Cariss	Vice Chairman and Assistant Treasurer (to April 2024)	Jan Oddy		Helen Lane		Gill Edmonds	(appointed 13 February 2024)	Pam Perkins	(apponited 11 June 2024)
Sarah McFarlane	Chairman																				
Lindsay Gee	Vice Chairman																				
Jane Burns	Treasurer (from April 2024)																				
Margaret Ellison	Vice Chairman and Assistant Treasurer (from April 2024)																				
Jean Williams	Treasurer & Trustee (to April 2024)																				
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Jan Oddy																					
Helen Lane																					
Gill Edmonds	(appointed 13 February 2024)																				
Pam Perkins	(apponited 11 June 2024)																				
<b>Independent Examiners</b>	Mr B Cross ACA The Barker Partnership Chartered Accountants 17 Central Buildings Market Place Thirsk North Yorkshire YO7 1HD																				
<b>Bankers</b>	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 2024**

The trustees present their report and the financial statements for the year ended 31 October 2024. 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 2024**

#### **Achievements and performance**

##### *Chairman's report - Sarah McFarlane*

It has been another busy but very enjoyable year in which we welcomed two new members to the Board of Trustees but sadly lost one member, who resigned due to ill health.

We have had a varied programme of events for our members again this year but sadly not all events have been well supported and we have had to cancel a few. However, lunches with a speaker have generally been well attended and it seems members enjoy meeting up over a meal. Neil Hanson, the speaker at my Chairman's lunches, was very entertaining, talking about his life at the highest pub in Britain. The Yorkshire Auctioneer, Angus Ashworth, was the speaker at our Yorkshire Day lunch, for which we had a record number of applicants, and we were fortunate to have him to speak at the WI Day lunch in September, which those whom we were unable to accommodate on Yorkshire Day were able to attend. Angus was a very popular choice, with plenty of amusing stories to tell as well as giving us lots of snippets of interesting information.

The Spring Council Meeting at the Spa in Scarborough saw us shedding tears of both emotion and laughter when we were entertained by the singer Nicola Mills and the Reverend Kate Bottley - what an amazing pair of women - such fun and very inspirational. Talking of inspiration, in June a number of us attended the NFWI Annual Meeting at the Royal Albert Hall at which the theme was "Violence Against Women" with Nazir Afzal, Mel B aka Scary Spice and The Archers' actor Timothy Watson as the main guest speakers. It was an excellent meeting and we were all given a lot of food for thought.

In September we took a completely full coach to the Cotswolds for the Federation Holiday. We weren't blessed with particularly good weather, until the journey home, but the wonderful food, the good company and lovely places visited more than made up for this.

We ended the year with our Autumn Meeting, which, this year, took place at St Peter's School in York. Our speakers were Amar Latif, the blind adventurer, and Ruth Rogers, the puppeteer who was the head of Joey in the West End production of War Horse - both speakers were so energetic and enthusiastic and members were captivated by both talks. We have been very privileged to have had some wonderful speakers over the last few years and I do hope we are able to continue to give our members this type of experience in the future, in spite of limited funds.

Unfortunately, we lost several WIs over the course of the year - Claxton & Sand Hutton, Girsby, Hawsker, Hutton Bonville and Hutton Rudby but the good news is that we gained two new WIs, Poppleton Poppies and Hovingham to whom we wish every success for the future. In spite of losing WIs, our membership numbers have remained roughly static; so a big thank you to everyone who has helped to ensure that our numbers are stable. However, we cannot rest on our laurels and we now need to be looking seriously at where we can set up new WIs and what we can do to attract more new members, a tough challenge in the current climate.

I should like to thank my fellow Trustees and members of the sub-committees for their support and hard work throughout the year but especial thanks must go to our office staff, Laurence Anderson and Shirley Nicholls, for their sterling contributions and dedication - the Federation would not be the fun and well-organised place it is without their help and support.



## **North Yorkshire East County Federation of Women's Institute**

### **Report of the trustees for the year ended 31 October 2024**

#### *Treasurer's report - Jane Burns*

Our Accounts for 2023-24 are looking impressive - showing an increase in our total unrestricted funds of nearly £110,000 to £474,360. I would like to claim that this is all down to the hard work of our Financial Secretary controlling costs, negotiating great deals and selecting the most profitable investments, whilst working with the Trustees and Federation Secretary to promote events and activities that help to raise money for the Federation. However, this big increase is largely due to a revaluation of our largest fixed asset - WI House in Thirsk.

A truer picture of our financial performance is given by looking at our net current assets (taking WI House out of the calculation) this shows a gain of almost £10,000 to £168,323 and is largely due to an increase in the value of our investments.

It is true that the work done by our Financial Secretary has turned round our finances in the last few years from a large deficit every year that meant we had to dig deep into our reserves to a much healthier position of breaking even, or almost breaking even each year. This year is no exception, we had a small surplus of expenditure over income of £1021 so we still have work to do. Like everyone else we will be tightening our belts in the coming year with tight control of costs, reviewing our investments to ensure that they are providing the best possible return and looking for events that will be popular, meet our objectives and raise money.

Particular thanks are due to our Financial Secretary Shirley Nicholls for all her hard work.

#### *Events - Linda Carris*

It has been another busy year for the Events Sub-Committee organizing workshops and events for our members. We have arranged workshops for, a 'Dabble Day' learning four different crafts, Candle Making, a Teddy Bear workshop, and a visit to the North Yorkshire County Records Archive, which proved to be very popular. Classes on learning to paint in different mediums also proved a popular choice and we hope to arrange further workshops in the forthcoming year for the enthusiastic artists amongst our members and for those who are new to it. We have also arranged embroidery classes for Crewel Embroidery, Patchwork and a Silver workshop, making stacking rings. We like to hold Rambles during the year and the Bluebell Ramble arranged by Dunnington WI proved to be very popular. These are just a few examples of the variety of workshops/events which the Events Sub-Committee works on during the year and should our members have any ideas, we would like to hear from you to see if we can find a tutor to take the idea forward.

We have, however, had to cancel a few of the workshops due to lack of interest from our members and this is disappointing to the Sub-Committee and to those who have already booked, to find the workshop is not able to go ahead due to the minimum number of applicants not being reached. We would like to encourage everyone to try something new and different in the coming year, you never know, you might find a new hobby.

The Events Sub-Committee looks forward to the forthcoming year with enthusiasm and trust that our members will support us in all that we do.

#### *The Independent Financial Examiners - Carolyn Boam*

The training for the ladies who applied to be IFEs was unavoidably delayed. Some of them have already completed the online modules on the Learning Hub. We look forward to welcoming them to the team.

We held a Q & A for Treasurers which went well therefore will hold another one in spring 2025.

There have been several requests from Treasurers to meet IFEs for help and advice on all aspects of the accounts. This has been a big step forward and hopefully will be ongoing.

Banking is still causing Treasurers problems, especially opening a new account or changing signatories, and several banks have now also introduced monthly charges.

## **North Yorkshire East County Federation of Women's Institute**

### **Report of the trustees for the year ended 31 October 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. WI members have sent more articles this past year complete with photographs and interesting articles about their WI's events. With more WIs submitting items we have printed additional issues with 12 pages but have reduced the number of issues to 11, the December/January issue being a joint one. For the coming year we have offered an "Early Bird" subscription of £5.00 with later sign-up subscription at an increased fee of £7.00. Each WI receives 3 printed copies free of charge for use in meetings as well as publicity. 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 past newsletter editions and new issues are co-ordinated with our website.

#### *Archives - Val Illingsworth, Pat Shotton & Gill Cressey*

During the year we have made deposits at The Borthwick Institute of the records of closed WIs up until 2017. More recent closures are kept at the office for the required six years until all the paperwork can finally be sorted and catalogued ready for deposit.

Our team are willing to help with any archive queries and can be contacted via the office.

#### *Current Affairs - Lindsay Gee*

The Current Affairs year started with the new resolutions, which culminated in Dental Health Matters being chosen.

The year progressed with an enjoyable springtime lunch at The Downe Arms in Wykeham, at which our former Police, Fire and Crime Commissioner Zoe Metcalfe gave a fascinating account of her work.

That was soon followed by International Women's Day, always valued by WI members.

The mid-year was marked with the welcome addition of three new members, one of whom enthusiastically took over the roles of Climate Ambassador and Science Coordinator.

Later in the year, we decided that for the future our events should be open to friends and families as well as WI members.

The year came towards its end with reminders of the national clean water campaign.

#### *Membership and training - Janice Whiteford*

I'm pleased to report that we have another Adviser Trainee, Glynis Rushby from Selby Swans, who will complete her training in 2025 so she will be another addition to our Team.

The highlight of the year for us is always opening new WIs. This year we were again able to open another 2 new WIs. Poppies of Poppleton WI and Hovingham WI. I'm sure that they will be very popular in their respective areas.

We had a promotion stand at the York Opera House when the Calendar Girls touring show came to York. We helped York Central with the York Pride Day at the Knavesmire in York.

The President & Secretary's workshops were well received and all members attending found them useful and enjoyable. We also held our usual Federation Quiz which was well received, and we had the most beautiful evening for the Treasure Hunt in Scarborough this year.

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



## **North Yorkshire East County Federation of Women's Institute**

### **Report of the trustees for the year ended 31 October 2024**

#### *Science Co-ordinator - Gill Edmonds*

As science coordinator I have been looking to see how we can find science in our everyday lives. We have discussed garden issues and invited members to share some of their experiences and ideas.

#### *The Independent Financial Examiners (IFE's)- Carolyn Boam*

The training for the ladies who applied to be IFE's was unavoidably delayed. Some of them have already completed the online modules on the Learning Hub. We look forward to welcoming them to the team.

We held a Q & A for Treasurers which went well therefore will hold another one in spring 2025.

There have been several requests from Treasurers to meet IFE's for help and advice on all aspects of the accounts. This has been a big step forward and hopefully will be ongoing.

Banking is still causing Treasurers problems, especially opening a new account or changing signatories, and several banks have now also introduced monthly charges.

#### *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.



## North Yorkshire East County Federation of Women's Institute

### Report of the trustees for the year ended 31 October 2024

#### *Reserves policy (continued)*

Our cash reserves currently stand at £184,286 of which £69,101 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 2023/24 our expenditure was approximately £164,000. We therefore should retain at least £82,000 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.

#### 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

10 December 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 2024 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').

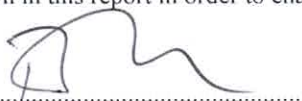
I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **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

18 December 2024

# North Yorkshire East County Federation of Women's Institute

## Statement of financial activities

For the year ended 31 October 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
<b>Income and endowments from:</b>					
Donations and legacies	2	30,188	-	30,188	29,316
Other trading activities	3	22,883	-	22,883	33,238
Investments	4	8,189	135	8,324	8,229
Charitable activities	5	100,643	926	101,569	65,645
<b>Total</b>		<u>161,903</u>	<u>1,061</u>	<u>162,964</u>	<u>136,428</u>
<b>Expenditure on:</b>					
Raising funds	6	31,223	-	31,223	40,124
Charitable activities	7	132,762	-	132,762	96,121
<b>Total</b>		<u>163,985</u>	<u>-</u>	<u>163,985</u>	<u>136,245</u>
		(2,082)	1,061	(1,021)	183
<b>Other recognised gains and losses</b>					
Gains on revaluations of fixed assets for the charity's own use	11	105,000	-	105,000	-
Gains/(Losses) on investment assets		<u>6,425</u>	<u>-</u>	<u>6,425</u>	<u>(2,284)</u>
<b>Net movement in funds</b>		<u>109,343</u>	<u>1,061</u>	<u>110,404</u>	<u>(2,101)</u>
Total funds brought forward		<u>365,017</u>	<u>4,546</u>	<u>369,563</u>	<u>371,664</u>
<b>Total funds carried forward</b>		<u><u>474,360</u></u>	<u><u>5,607</u></u>	<u><u>479,967</u></u>	<u><u>369,563</u></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.

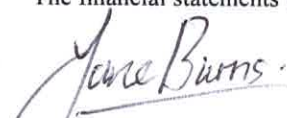


# North Yorkshire East County Federation of Women's Institute

## Balance sheet as at 31 October 2024

	Notes	2024	2023
		£	£
<b>Fixed assets</b>			
Tangible assets	11	311,644	211,027
<b>Current assets</b>			
Stocks		1,647	1,677
Debtors	12	7,707	61
Investments	13	131,299	124,874
Cash at bank and in hand		52,987	42,570
		<u>193,640</u>	<u>169,182</u>
<b>Creditors: amounts falling due within one year</b>	14	<u>(25,317)</u>	<u>(10,646)</u>
<b>Net current assets</b>		<u>168,323</u>	<u>158,536</u>
<b>Net assets</b>		<u>479,967</u>	<u>369,563</u>
<b>Funds</b>	15		
Restricted income funds		<u>5,607</u>	<u>4,546</u>
Unrestricted income funds:			
Unrestricted income funds		249,133	240,443
Revaluation reserve		<u>225,227</u>	<u>124,574</u>
Total unrestricted income funds		<u>474,360</u>	<u>365,017</u>
<b>Total funds</b>		<u>479,967</u>	<u>369,563</u>

The financial statements were approved by the trustees on 10 December 2024 and signed on its behalf by

  
Mrs Jane Burns  
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 2024

### 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 2024

### 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 of £350,000. 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 £150,000 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 2024

### 2. Donations and legacies

	Unrestricted funds £	2024 Total £	2023 Total £
Membership fees	30,178	30,178	29,256
Donations	10	10	60
	<u>30,188</u>	<u>30,188</u>	<u>29,316</u>

### 3. Other trading activities

	Unrestricted funds £	2024 Total £	2023 Total £
Rent received	5,225	5,225	5,100
Bulbs	1,530	1,530	1,354
Institute insurance	2,133	2,133	1,784
Fund raising events and activities	13,995	13,995	25,000
	<u>22,883</u>	<u>22,883</u>	<u>33,238</u>

### 4. Investments

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Interest and dividends received	8,189	135	8,324	8,229
	<u>8,189</u>	<u>135</u>	<u>8,324</u>	<u>8,229</u>

### 5. Charitable activities

	Unrestricted funds £	Restricted funds £	2024 Total £	2023 Total £
Membership and training	7,678	-	7,678	1,948
Federation income	58,965	926	59,891	36,281
Publications and stationery	472	-	472	698
Current affairs	1,526	-	1,526	4,385
National events	15,685	-	15,685	6,090
Newsletter	2,859	-	2,859	3,134
Council meetings	13,458	-	13,458	13,109
	<u>100,643</u>	<u>926</u>	<u>101,569</u>	<u>65,645</u>

# North Yorkshire East County Federation of Women's Institute

## Notes to financial statements for the year ended 31 October 2024

### 6. Raising funds

	Unrestricted funds £	2024 Total £	2023 Total £
Bulb costs	1,209	1,209	1,083
Institute insurance costs	1,894	1,894	1,641
Fundraising events and activities	8,455	8,455	18,905
Governance and support costs	19,665	19,665	18,495
	<u>31,223</u>	<u>31,223</u>	<u>40,124</u>

### 7. Charitable activities

	Unrestricted funds £	2024 Total £	2023 Total £
Membership and training costs	7,153	7,153	4,004
Federation costs	57,057	57,057	35,957
Publicity and stationery costs	567	567	630
Current affairs costs	1,807	1,807	2,796
Newsletter costs	4,413	4,413	4,721
National event costs	14,472	14,472	5,212
Council meeting costs	11,675	11,675	8,699
Bursaries	1,250	1,250	1,165
Governance and support costs	34,368	34,368	32,937
	<u>132,762</u>	<u>132,762</u>	<u>96,121</u>

# North Yorkshire East County Federation of Women's Institute

## Notes to financial statements for the year ended 31 October 2024

### 8. Analysis of governance and support costs

	Raising funds £	Charitable activities £	2024 Total £	2023 Total £
<u>Governance costs</u>				
Trustees expenses	338	788	1,126	1,643
Accountancy and payroll fees	112	262	374	365
Independent examiners costs	422	986	1,408	1,308
<u>Support costs</u>				
Staff costs	13,604	21,425	35,029	32,313
Premises	1,184	3,551	4,735	6,252
Legal and professional fees	-	-	-	467
Communication and information technology	303	707	1,010	1,088
Other office expenses	2,387	3,581	5,968	5,060
Depreciation and impairment	1,315	3,068	4,383	2,936
	<u>19,665</u>	<u>34,368</u>	<u>54,033</u>	<u>51,432</u>

### 9. Employees

Employment costs	2024 £	2023 £
Wages and salaries	34,009	31,415
Pension costs	1,020	898
	<u>35,029</u>	<u>32,313</u>

No employee received emoluments of more than £60,000 (2023 : 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:

	2024 Number	2023 Number
Employees	2	2
Trustees	8	8
	<u>10</u>	<u>10</u>



# North Yorkshire East County Federation of Women's Institute

## Notes to financial statements for the year ended 31 October 2024

### 10. Trustees' emoluments

During the year 8 trustees (2023 - 7) were paid general expenses, including travel. The aggregate amount paid was £2,125 (2023 - £2,270).

Neither the trustees nor any person connected with them received any remuneration during the year (2023 - none).

11. Tangible fixed assets	Freehold property	Office fixtures & fittings	Photo-copier	Chairman's Badge	Total
	£	£	£	£	£
<b>Cost or valuation</b>					
At 1 November 2023	245,000	20,656	1,295	683	267,634
Revaluation	105,000	-	-	-	105,000
At 31 October 2024	350,000	20,656	1,295	683	372,634
<b>Depreciation</b>					
At 1 November 2023	34,800	20,512	1,295	-	56,607
Charge for the year	4,347	36	-	-	4,383
At 31 October 2024	39,147	20,548	1,295	-	60,990
<b>Net book values</b>					
At 31 October 2024	310,853	108	-	683	311,644
At 31 October 2023	210,200	144	-	683	211,027

The charity's Freehold Property has been revalued during the year by P Lund of Davis and Lund Estate Agents.

### 12. Debtors

	2024 £	2023 £
Trade debtors	167	61
Prepayments and accrued income	7,540	-
	7,707	61

### 13. Current asset investments

	2024 £	2023 £
Unlisted investments	131,299	124,874

# North Yorkshire East County Federation of Women's Institute

## Notes to financial statements for the year ended 31 October 2024

### 14. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	710	2,445
Other taxes and social security	200	187
Accruals and deferred income	24,407	8,014
	<u>25,317</u>	<u>10,646</u>

### 15. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fund balances at 31 October 2024 as represented by:			
Tangible fixed assets	311,644	-	311,644
Investment assets	131,299	-	131,299
Current assets	56,734	5,607	62,341
Current liabilities	(25,317)	-	(25,317)
	<u>474,360</u>	<u>5,607</u>	<u>479,967</u>

# North Yorkshire East County Federation of Women's Institute

## Notes to financial statements for the year ended 31 October 2024

### 16. Unrestricted funds

	At 1 November 2023	Incoming resources	Outgoing resources	Transfers	Gains and losses	At 31 October 2024
	£	£	£	£	£	£
General funds	176,329	159,096	(163,985)	4,347	3,781	179,568
Doris Wilkinson Fund	63,650	2,807	-	-	2,644	69,101
WI support fund	464	-	-	-	-	464
Revaluation reserve	124,574	105,000	-	(4,347)	-	225,227
	<u>365,017</u>	<u>266,903</u>	<u>(163,985)</u>	<u>-</u>	<u>6,425</u>	<u>474,360</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

The charity's freehold property was revalued at £350,000 in 2024 (previous valuation £245,000 in 2011). 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 2023	Incoming resources	At 31 October 2024
	£	£	£
Held fund	<u>4,546</u>	<u>1,061</u>	<u>5,607</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.



## **North Yorkshire East County Federation of Women's Institute**

### **Notes to financial statements for the year ended 31 October 2024**

#### **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.