

**WILTSHIRE FEDERATION OF
WOMEN'S INSTITUTES CIO**

FINANCIAL STATEMENTS

15 MONTHS

FROM INCORPORATION TO 31 MARCH 2023

Charity Registration No: 1197142

**WILTSHIRE FEDERATION OF
WOMEN'S INSTITUTES CIO
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WILTSHIRE FEDERATION OF WIs CIO – TRUSTEES REPORT FOR THE PERIOD ENDED 31 MARCH 2023

The Trustees present herewith the report and financial statements of the CIO for the period from incorporation on 15 December 2021 to 31 March 2023.

Objectives and activities for the public benefit

The Federation strives to promote the aims and objectives of the Women's Institute movement in Wiltshire and elsewhere. Its core functions are: the education of women and girls; the promotion of sustainable development and the advancement of health and citizenship for public benefit. When reviewing these aims and objectives, the Charity Commission's general guidance on public benefit has been followed.

Achievements and performance

Our first 10 months trading as a Charitable Incorporated Organisation (CIO) has not been without challenges and our accounts for the year reflect this with a £4,345 deficit (as against a budget surplus of £170). This was despite a significant effort by the Trustees and Teams to promote the WFWI and its activities and to minimise expenses (our costs were £4,724 lower than budget).

The Teams' overall contribution was £7,200 vs an expected £8,835. Our most active Team (Events) was particularly affected with a shortfall vs budget of £3,836 partly due to the reluctance of some of our older members to socialize as much post-pandemic as they had done prior to March 2020. The reduction in membership subscriptions also had a significant impact (3,270 members vs 3,300 expected and a subs income £1,377 lower than budgeted) in particular because the budget was based on all subscriptions being received in Q1 whereas 6.5% are received in quarters 2-4. Our membership represents a demographic particularly badly impacted by the Covid pandemic and we have not yet been able to recruit new members to fill the gap.

Other than the general running of the charity, the Board of Trustees' main events are the Annual Council Meeting (October 2022) and Teams Day (in January 2023).

The Annual Council Meeting was well attended (454 paying attendees and 123 guests) with interesting talks from Elizabeth Bruton (on Women spies from the first Elizabethan era onwards) and Reverend Kate Bottley. However, due mainly to the venue increasing their costs after we had booked, the surplus generated was £2,341 less than expected at £2,544.

Teams Day focused on how to turn our finances around in the coming year and was reportedly enjoyable and motivating. Each Team set itself objectives to contribute to an overall target of 4,000 members by 2025.

Campaigns Team

The Team meets very efficiently on Zoom every two months and several attended Teams Day at Kington Langley to plan activities for 2023-24. We have continued to struggle to run events that appeal to our members and so we have had to become more flexible. We moved our Resolution Selection Meeting to WI House to cost-effectively accommodate 22 members. The Conference Room was fairly cosy which may have encouraged the active debate which was held on the four resolutions short-listed. It was very well received by those attending and it was excellent that we were able to go ahead.

We also had a marvelous visit to Eastbrook Farm with forty attendees who all enjoyed the talk and lunch, some also took part in the safari around the farm too. Our third event was sadly cancelled due to lack of numbers, this was supposed to be an evening event on Modern Slavery.

WILTSHIRE FEDERATION OF WIs CIO – TRUSTEES REPORT FOR THE PERIOD ENDED 31 MARCH 2023

The Campaign Team's purpose is to promote the causes which are core to the WI and if we can do so profitably so much the better. The Team contributed a surplus of a little over £100 to WFWI.

Digital

Whilst the Digital Team has not met in person or on zoom for several months, they have continued to support the Federation by keeping the Wiltshire website up to date and making sure it is a good representation of the Federation. They also supported the Office Staff where possible with Office 365 and in collaboration with the Membership Team tried to recruit as many WI Officers to using their generic email and OneDrive. They have also shared information from NFWI and keep members up to date on Social Media.

Events

This Team is our most active and productive, generating a surplus of nearly £3,500 from events which (between June 2022 and the end of March 2023) included talks about royalty and aristocracy, visits to Bucklers Hard, theatre group performances, a Literary Lunch and talks from antiques experts. The most successful events (financially) continue to be those that tell us more about the lives of the royal family. In this Financial Year these were the Castle of Mey talk about the Queen Mother and the talk about the Duchess of Devonshire. A planned event to mark International Women's Day had to be cancelled due to lack of interest and contractual issues with one of the speakers.

In addition to the above events, the Events Team is taking on the running of the New Speaker's Days on behalf of the Board of Trustees. These are usually successful events and have resulted in many speakers being added to the speaker's register as well as contributing over £2,000 to WFWI funds. The Team consists of 9 members (expected to grow to 10 in 2023) and runs raffles at all of its events which make a considerable contribution to income.

Leisure

The Leisure Team has struggled to find events to host that have interested the Wiltshire members. As a result some activities were cancelled due to poor bookings and others were taken off the calendar due to the financial costs involved. Of the events that did go ahead there was some good feedback for Nordic walking, a croquet taster session, the Christmas concert and Belly dancing.

Despite this, the Team contributed nearly a £1,500 to the WFWI funds with the bulk of this being contributed by the Christmas Concert. The Skittles and the Whist league were the next most profitable activities.

The Leisure Team also struggled to recruit new members and a key member had to step down due to her husband's ill-health. As a result, it was decided to merge the Team with the Workshops Team in January. Looking forward it is hoped that the new Crafts and Leisure Team will grow and run activities that members will support and attend. Thanks are extended to the outgoing Chairman of the Leisure Team, Anna Zebedee-Hardy, who has moved to the Campaigns Team and to the outgoing Secretary, Madeleine Flight, whose hard work over the years has been much appreciated.

WILTSHIRE FEDERATION OF WIs CIO – TRUSTEES REPORT FOR THE PERIOD ENDED 31 MARCH 2023

Membership

The beginning of June 2022 started with a very encouraging boost to our small Team of advisers when Alison joined the four of us in June 2022, having just completed her training.

There was a distinct marker in the Autumn, as WIs began to meet again in person and for some WIs, it was the first time that they had held face to face meetings since the start of the Pandemic. As advisers, it was a real pleasure to be present at these meetings and witness everyone's happiness at getting together in person.

Sadly, our membership numbers have declined over the years. See Financial report for details. Early in 2023 three preliminary meetings have been held in different parts of the County and it is hoped that these will result in the opening of new WIs in 2023/24.

The Team has been challenged over the past few months due to two advisers recovering from surgery or injuries. It has meant a reduction in the number of visits to WI meetings, but with the use of the virtual platform Zoom, all the Membership Team meetings have been possible, and the advisers have been able to support each other and cover for each other where possible.

Training had to be cancelled in the Autumn, but a full programme has been planned for 2023 with workshops covering Programme Planning plus training support for new secretaries, presidents and treasurers.

Opportunities for reaching out and engaging with others have been taken. Promotional events were held in community parks in Trowbridge and Devizes. These were the perfect setting to have some wonderful conversations about how lives can be changed by joining the WI. We also collaborated with an environmental group in Devizes using the opportunity to talk about the WIs' 100 years of campaigning. Now these networks have been cemented, three promotional events are planned for this coming year in Devizes, Trowbridge and Salisbury.

The main focus for our Team over the next year is growing the Membership and Social Media Platforms are proving effective in gaining people's attention. Women are responding to invitations to come along to meetings and to find out more about the WI.

WILTSHIRE FEDERATION OF WIs CIO – TRUSTEES REPORT FOR THE PERIOD ENDED 31 MARCH 2023

Activities	Summary advisers voluntary work
Membership Meetings	29
BoT meetings	18
Group Meetings	6
Training sessions delivered	10
Drop in sessions WI House	4
NFWI Training sessions received	New Adviser qualified June 2022
NFWI Ad hoc	2
Team Day	5
NFWI Annual Meeting	3 in person, 1 virtual
WFWIs Annual Meeting	5
Live Events	4
Weekly Quiz on Zoom for WI members	30
Zoom calls to other Federation Teams	11
WI Visits - ordinary	23
WI Visits – Annual Meetings	2
WI Visits - Suspensions	2
WI Visit- reformation	1
WI Visit - Teams	5
Visits to post Suspension Notices	2
Telephone Conversations	37 +
Publicity Events	4
Preliminary Meetings for new WIs (3)	5

Table 1: Summary of activities by WF Advisers from June 2022 to March 2023. Note, in some situations advisers have worked together and this is recognised in the data.

Workshop Team: Between last May and this March this Team has arranged workshops and outdoor activities. These include a Goat Farm Experience, Foraging, Making Corn Dollies and two courses to help people "get to know their sewing machines". These last two workshops contributed most to the more than £500 that the Workshop Team generated for WFWI. This Team also submitted some recycling content to the WOW magazine.

Structure, Governance and Management of the Wiltshire Federation of WIs

The Federation, which is affiliated to the National Federation of WIs, was formed in July 1919 and became an unincorporated registered charity on 10th October 1963. It prepared its last set of accounts for the 15 month period to 31 August 2022. The Federation incorporated as a Charitable Incorporated Organisation (CIO) and was registered as such by the Charity Commission on 15 December 2021 with the new charity number 1197142. That date is the start point for this set of accounts although it did not commence trading through the CIO until 1 June 2022.

WILTSHIRE FEDERATION OF WIs CIO – TRUSTEES REPORT FOR THE PERIOD ENDED 31 MARCH 2023

The charity is operated for WI members in Wiltshire, by WI members. Its members consist of the delegates appointed by each WI in Wiltshire (usually three per WI) plus the Trustees. The Board of Trustees makes all the operational decisions and meets monthly. The appointment of Trustees is governed by the CIO's constitution. The Board of Trustees consists of minimum 8 and maximum 15 elected trustees plus up to one third of that number co-opted by the elected trustees. All trustees will automatically retire at the first Annual Council Meeting in October 2023 but are eligible for re-election. Trustees normally serve for two years. Trustees receive no payment but may claim expenses.

In accordance with normal practice, Board meetings have taken place each month, and policy and strategy meetings have been held.

Two trustees (including the Vice Chair) attended a virtual NFWI Autumn Council Meeting and along with the Advisers have attended numerous Zoom Meetings with NFWI on subjects such as public affairs, finances, membership subscription fees, new subscription levels and employee regulations.

The Board of Trustees (BOT) has benefitted from having consistent membership throughout the year and the new CIO status has helped attract a new trustee for 2023/24 as well as a new BOT Assistant from October 2022. The Team has a broad range of skills and experience to help us overcome the challenges we have faced (and will, no doubt, continue to face as well as the resilience to prevail in the face of headwinds). Our staff are dedicated and continue to embrace change as we look for improvements in our ways of working to help us address financial pressures.

Trustees who served during the accounting period:-

Daphne Atkinson (appointed 16 December 2021)
Theresa Chapman (appointed 16 December 2021) (Treasurer)
Ruth Davies (appointed 16 December 2021)
Gill Gibson-Piggott (appointed 16 December 2021) (Chair from Oct 2022)
Louise Hall (appointed 16 December 2021)
Gillian Hinton (co-opted 1 March 2023)
Lesley Holdway (appointed 16 December 2021) (Chair until Oct 2022)
Elizabeth Lawer (appointed 16 December 2021)
Pam Loosmore (appointed 16 December 2021) (Vice Chair)
Frances Smith (appointed 16 December 2021) (Vice Chair HR)
Alison Talbot (appointed 16 December 2021) (resigned 19 Jun 2023)
Anna Zebedee-Hardy (appointed 1 November 2022)

No Trustee has any beneficial interest in the Charity.

Federation Secretary
Stephanie Pawling

Independent Examiner

Joe Bunton
David Owen & Co
17 The Market Place
Devizes
Wiltshire
SN10 1HT

**WILTSHIRE FEDERATION OF WIs CIO – TRUSTEES REPORT
FOR THE PERIOD ENDED 31 MARCH 2023**

Bankers

Lloyds
CCLA Investment Management Limited
United Trust
Cambridge and Counties Bank

On behalf of the Trustees:



Gill Gibson-Piggott – Federation Chairman



Theresa Chapman – Federation Treasurer

17 July 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES

I report to the charity trustees on my examination of the accounts of The Wiltshire Federation of Women's Institutes CIO for the 15 months to 31 March 2023.

Responsibilities and basis of report

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

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

- Accounting records were not kept in respect of the CIO as required by section 130 of the Charities Act 2011; or
- The accounts do not accord with those records; or
- The accounts do not comply with the applicable requirements concerning the form and content of the 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 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.



Joe Bunton ACA
David Owen & Co
17 The Market Place
Devizes
Wiltshire
SN10 1HT

17 July 2023

FINANCIAL REPORT

Each year the Federation aims to raise sufficient funds to cover the costs of running WI House, pay staff salaries and to cover the expenses of the Board of Trustees and its Teams. The Federation does this by working to fulfil the educational charitable objectives of the WI, providing a range of activities, events and courses to facilitate the development of knowledge, experience and skills of individual members across the county and to support their involvement in, and connection to, the WI locally, regionally and nationally.

This is an atypical financial year as 100% Wiltshire share of 2022/23 subscriptions were recognised in this set of accounts but only quarters 2 – 4 of the National share. The bulk of those monies were paid over by the “old” charity. Moreover, as CIO trading did not commence until 1 June, there is only 10 months’ expenditure to offset against the 12 months’ subscription income.

Notwithstanding there is still a gap between subscriptions received less salaries and the cost of running WI House. This gap was £17,777 (36%). It was only partly covered by the contribution from the Teams (£7,200) and Other Fundraising Activities (£4,665) plus the profit on Charitable Sales (£253), donations and bank interest resulting in an overall deficit of £4,345.

The size of the deficit was enhanced by some one-off expenditure from Restricted Funds: legal fees to incorporate the CIO, rewiring upgrades and a replacement fridge for the WI House kitchen.

The core funding underpinning the Federation accounts remains its share of membership subscriptions paid by ladies throughout Wiltshire. This remained at £10.30 per member, increasing to £10.80 in 2023/24. Membership numbers continue to show a steady decline over the past few years with a 20% reduction between 2017 and 2023. The demographic tends to be mature. The Board of Trustees is mindful of the need to grow its membership.

Subscription year ended	Paid up members
31 Dec 2017	4,107
31 Dec 2018	3,918
31 Dec 2019	3,861
31 Mar 2021	3,565
31 Mar 2022	3,361
31 Mar 2023	3,270
31 Mar 2024	2,680
As at 31 May 2023	

The Trustees maintain an up-to-date Risk Register and are satisfied that policies are in place to reduce exposure to such risks as far as possible. Its Reserves Policy ensures that sufficient cash is held to meet the Federation’s recurrent liabilities for at least one year. Current Unrestricted Reserves represent 16 months’ expenditure.

Theresa M Chapman
Federation Treasurer

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
STATEMENT OF FINANCIAL ACTIVITIES FROM INCORPORATION TO 31 MARCH 2023
15 MONTHS

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 £
INCOME AND ENDOWMENTS					
Donations and Legacies	2	235	0	0	235
Charitable Activities	3	4,529	0	0	4,529
Other Trading Activities	4	76,359	0	0	76,359
Income from Investments		1,024	53	0	1,077
Other		0	0	0	0
TOTAL INCOME		82,147	53	0	82,200
EXPENDITURE					
Raising Funds	3	4,276	0	0	4,276
Charitable Activities		0	0	0	0
Other Trading Activities	7	31,880	0	0	31,880
Other Support Expenditure		43,340	7,049	0	50,389
TOTAL RESOURCES EXPENDED		79,496	7,049	0	86,545
NET INCOME/(EXPENDITURE)		2,651	(6,996)	0	(4,345)
TRANSFERS BETWEEN FUNDS	16	3,662	(3,662)		0
NET MOVEMENT IN FUNDS		6,313	(10,658)	0	(4,345)
TOTAL FUNDS B/FWD FROM CHARITY 229893		115,973	29,554	33,653	179,180
TOTAL FUNDS AT PERIOD END		122,286	18,896	33,653	174,835

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
BALANCE SHEET AS AT 31 MARCH 2023

	Note	Unrestricted £	Restricted £	Endowment £	2023 £
FIXED ASSETS					
Tangible Fixed Assets	11	0	0	33,653	33,653
CURRENT ASSETS					
Stock		214	0	0	214
Cash and Deposits	12	131,538	19,294	0	150,832
Debtors & Prepayments	13	1,708	0	0	1,708
		133,460	19,294	0	152,754
CURRENT LIABILITIES falling due within one year					
Trade creditors		0	0	0	0
Accruals & Deferred Income	14	9,668	0	0	9,668
		9,668	0	0	9,668
NET CURRENT ASSETS		123,792	19,294	0	143,086
LIABILITIES > ONE YEAR	15	1,506	398	0	1,904
TOTAL ASSETS LESS LIABILITIES		122,286	18,896	33,653	174,835
FUNDS					
Unrestricted		122,286			122,286
Restricted	16		18,896		18,896
Endowment				33,653	33,653
TOTAL FUNDS	17	122,286	18,896	33,653	174,835

Approved by the Board of Trustees on 17 July 2023 and signed on its behalf by:



Gill Gibson-Piggott - Federation Chairman



Theresa Chapman - Federation Treasurer

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

1 ACCOUNTING POLICIES

Charity Information

The Federation strives to promote the Aims and Objectives of the WI.

Accounting Convention

- a) These financial statements have been prepared in accordance with FRS 102, The 'Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), 'Accounting and Reporting by Charities' the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and Generally Accepted Accounting Practice as it applies from 1 January 2015.
- b) These financial statements have been prepared under the historical cost convention. At the time of approving the financial statements, the trustees had a reasonable expectation that the charity had adequate resources to continue in operational existence for the foreseeable future had it not been dissolved and all funds transferred to the newly incorporated CIO. The trustees therefore continue to adopt the going concern basis of accounting in preparing the financial statements. The trustees are however mindful that these financial statements have been approved at a time when the shadow of the 2020 and 2021 coronavirus pandemic is still affecting many charities.
- c) Freehold property is stated at its historical cost (see note 11) although its current market value as at 7 June 2022 was £80,000. It is not practical or material to divide cost between land and buildings in order to charge depreciation on the buildings element, therefore the entire cost is deemed to be land and is not depreciated.
- d) Office furniture and equipment is stated at written down value and depreciated over five years. Equipment purchased from restricted funds is not capitalised but written off in the year of purchase. At present all all furniture and equipment has been written off.
- e) Stock is valued at the lower of cost and net realisable value, after making allowance for obsolete and slow moving items.
- f) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund.
- g) Unrestricted funds consist of income received or generated for the objects of the Federation without further specified purposes, and thus available as general funds.
- h) Income is recognised when the Federation has entitlement to the funds. Income received in advance of an activity is deferred until the criteria for income recognition are met.
- i) Grant income is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably.

2 DONATIONS & LEGACIES

	2023
	£
Easy Fundraising	235
Gift Aid	0
	<u>235</u>

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

3 CHARITABLE ACTIVITIES & COSTS OF RAISING FUNDS

	Stationery	Diaries	Calendars	2023
	£	£	£	£
Sales	363	2,044	2,122	4,529
Opening Stock	202	0	1,610	1,812
Purchases	315	2,363	0	2,678
Closing Stock	214	0	0	214
Cost of Sales (Note 10)	303	2,363	1,610	4,276
Surplus/(Loss) 2023	60	(319)	512	253

No salaries have been recharged as the office staff are not involved with this aspect of the business other than sending orders in to National.

4 OTHER TRADING ACTIVITIES

		Unrestricted Funds	Restricted Funds	2023
		£	£	£
Affiliation Fees Wiltshire Federation		32,613	0	32,613
Affiliation Fees National Rec'd as Agent		3,209	0	3,209
Teams Fundraising	Note 5	20,897	0	20,897
Other Fundraising	Note 6	19,640	0	19,640
		76,359	0	76,359

All the WFWI share of subscriptions received in April and May 2022 from the individual WIs were transferred to the CIO. Subscriptions received on behalf of National and paid over in April and May 2022 were left in the old charity. The £3,209 is only those subscriptions received and paid over since June 2022. The amount of subscriptions due to National in April and May amounted to £36,782 so the true comparison (WFWI v NFWI share of subscriptions) is £39,940.

5 TEAMS FUNDRAISING ACTIVITIES

	Income	Expenses	Salaries	2023 Surplus
	£	£	£	£
Arts & Leisure	2,584	788	308	1,488
Board of Trustees	3,018	805	341	1,872
Campaigns	856	654	81	121
Events	13,230	9,356	421	3,453
Membership	40	320	0	(280)
Workshops	1,169	592	31	546
	20,897	12,515	1,182	7,200

Each Team is run by a dedicated Chairman who leads a committee of volunteers who organise, staff and run the activities. Paid staff time is limited to processing receipts and payments and issuing flyers. This is charged to each income generating activity at the rate of £1.20 per attendee. The Membership Team is a non- income generating cost centre. It co-ordinates the activities of the WI Advisers and runs training sessions for the individual WI's Presidents, Secretaries and Treasurers.

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

6	OTHER FUNDRAISING INCOME	Unrestricted Funds	Restricted Funds	2023
		£	£	£
	WOW Magazine	3,713	0	3,713
	Wilts Federation Annual Council Meeting	9,552	0	9,552
	National WI Annual Meeting	1868	0	1,868
	Bulb Scheme	2,471	0	2,471
	50/50 Club	1,079	0	1,079
	Room Hire / Other	90	0	90
	National Raffle	607	0	607
	Insurance for Wilts Wis	0	0	0
	Suspended Institutes	0	0	0
	Speakers' Fees	260	0	260
		19,640	0	19,640

7	EXPENDITURE ON OTHER TRADING ACTIVITIES (FUNDRAISING)	Unrestricted Funds	Restricted Funds	Total 2023
		£	£	£
	Affiliation Fees National Paid as Agent	3,209	0	3,209
	Teams Fundraising (Note 5)	13,697	0	13,697
	Other Fundraising (Note 8)	14,974	0	14,974
		31,880	0	31,880

8	Other Fundraising Expenditure	Unrestricted Funds	Restricted Funds	2023
		£	£	£
	WOW Magazine postage	2,621	0	2,621
	Wilts Federation Annual Council Meeting	7,008	0	7,008
	Staff Time on Wilts ACM (Note 10)	700	0	700
	NFWI Annual Meeting	142	0	142
	Bulb Scheme	2,009	0	2,009
	50/50 Club	692	0	692
	Suspended Institutes	0	0	0
	Insurance recharged to Wis	1,643	0	1,643
	Publicity & Promotion	139	0	139
	Other	20	0	20
		14,974	0	14,974

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

9	OTHER SUPPORT EXPENDITURE	Unrestricted Funds	Restricted Funds	2023
		£	£	£
	Salaries	33,094	0	33,094
	Board of Trustees & Advisers Expenses	734	0	734
	Professional Fees Legal & Accountancy	1,440	5,450	6,890
	Premises	4,059	1,496	5,555
	Office Admin	2,652	103	2,755
	Insurance	855	0	855
	Bank Charges	491	0	491
	Sundry, including Staff Training	15	0	15
		43,340	7,049	50,389

10	TOTAL RESOURCES EXPENDED	Expenses	Salaries	2023
		£	£	£
	Raising Funds (Note 3)	4,276	0	4,276
	Other Trading Activities (Note 7)	30,698	1,182	31,880
	Other Support Activities (Note 9)	17,295	33,094	50,389
		52,269	34,276	86,545

Other Fundraising Expenditure includes staff costs of £700 (Note 8)

STAFF COSTS

	2023
	£
Salaries and wages (June - March)	34,901
Social security costs (National Insurance)	0
Pension costs (defined contribution scheme)	0
Other employee benefits (Christmas Gift Vouchers)	75
Total staff costs	34,976

The average monthly number of employees was 4.

No employees received emoluments in excess of £60,000.

The Federation has benefitted from the £5,000 Employment Allowance available to charities and its total employer class 1 national insurance contributions fell below this amount.

The total cost of wages and salaries include redundancy costs of £nil and employer's pension costs of £nil

The Federation set up a Defined Contribution Pension Scheme to comply with the Auto Enrolment legislation. To date, no eligible employees have opted to enrol and hence no contributions have been made.

Key employees

The executive decision making body is the board of trustees. No remuneration is paid to trustees. The employed staff are not involved in senior leadership and their function is either administrative or practical in delivering and supporting the trustees. There are no key employees as described in the current legislation.

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

11 TANGIBLE FIXED ASSETS **2023**
£

Permanent Endowment	Freehold Property	33,653
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Freehold property consists of the Federation Office in Devizes, stated at original cost. The Trustees recognise that the current market value of the property is considerably in excess of the original cost, as they obtained a professional revaluation for the sole purposes of transfer of the property to the CIO. In view of the very historical figure used, depreciation has not been charged on the buildings owned.

The deeds to WI House were held by the Charity Commission as custodians but the Land Registry is transferring them to the CIO which took over the beneficial interest in the property from the former charity it replaced, reg number 229893.

12 CASH AND DEPOSITS **2023**
£

COIF 1	Deposit	Restricted Fund	8,055
COIF 2	Deposit	WI House Restricted Fund	9,670
Lloyds Bank	Current Account	(£1,569 Restricted Funds)	32,159
Cambridge and Counties Bank	(Bond deposit)		42,879
United Trust Bank	(Bond deposit)		57,851
Cash in Hand			218

150,832

13 DEBTORS **2023**
£

Trade Debtors	1,403
Prepayments	0
Accrued Income	95
Other Debtors	210

1,708

14 CREDITORS LESS THAN ONE YEAR **2023**
£

Trade Creditors	0
Accruals	3,097
Deferred Income	6,571

9,668

15 CREDITORS MORE THAN ONE YEAR **2023**
£

NFWI Accommodation	Designated Fund	1,506
Suspended Institutes	Restricted Fund	398

1,904

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

16 RESTRICTED FUNDS

	From Old Charity	Incoming Resources	Resources Expended	Transfer	Balance at 31.03.23
	£	£	£	£	£
Suspended Institutes	3,702	7	0	0	3,709
Suspended Institutes Deferr	(398)	0	0	0	(398)
Grace Methuen & 70th Anni	3,306	6	0	0	3,312
WI House Fund	11,179	38	(1,546)	0	9,671
Upper Stratton Bursary	1,031	2	0	0	1,033
Annual Meeting NFWI	2,305	0	0	(2,305)	0
Co-op Grant - Community Pi	1,622	0	(53)	0	1,569
CIO Fund	6,807	0	(5,450)	(1,357)	0
	29,554	53	(7,049)	(3,662)	18,896

Suspended Institutes fund holds funds from Institutes no longer active, these are held for 3 years, at which point it is assumed they will not start up again and the funds are transferred to the general fund.

Grace Methuen and 70th Anniversary Bursary fund holds funds specifically donated for educational purposes originally to provide bursaries for Denman College but now bursaries for Denman Online courses as the College has closed.

WI House Fund holds funds donated by WIs for the maintenance of the buildings and fabric of WI House in Devizes.

Upper Stratton Bursary holds funds donated by Upper Stratton WI when it closed to provide an annual bursary for a course held at Denman College.

Annual Meeting fund held funds from the pooling of fares for the NFWI Annual Meeting to offset costs when an overnight stay is involved. This fund was erroneously classified as "Restricted" when it should have been "Designated". It was de-restricted in 2022/23.

Co-op Grant was given by the Co-op in order for the WI to carry out a project for the good of the whole community. A defibrillator has been installed on the wall outside WI house.

CIO Fund Provision for expenses incurred for the set up of the CIO; now fully expended.

17 ANALYSIS OF ASSETS BETWEEN FUNDS

	Fixed Assets £	Current Assets £	Liabilities £	Total £
Endowment	33,653			33,653
Restricted Funds				
Suspended Institutes	0	3,709		3,709
Suspended Institutes Deferred Income			(398)	(398)
Grace Methuen and 70th Anniversary Bursary		3,312		3,312
WI House Fund		9,671		9,671
Upper Stratton Bursary		1,033		1,033
Annual Meeting		0		0
Co-op Grant		1,569		1,569
CIO Application		0		0
	0	19,294	(398)	18,896
Unrestricted	0	122,286		122,286
				174,835

WILTSHIRE FEDERATION OF WOMEN'S INSTITUTES CIO
NOTES TO THE ACCOUNTS FOR THE 15 MONTHS ENDED 31 MARCH 2023

MOVEMENT IN FUNDS

	Funds from Charity 229893 £	Net Movement in Funds £	Transfers Between Funds £	At 31.03.23 £
Unrestricted Funds				
General Fund	115,973	2,651	3,662	122,286
Restricted Funds				
Suspended Institutes	3,702	7		3,709
Suspended Institutes Deferred Income	(398)			(398)
Grace Methuen and 70th Anniversary Bursary	3,306	6		3,312
WI House Fund	11,179	(1,508)		9,671
Upper Stratton Bursary	1,031	2		1,033
Annual Meeting	2,305	0	(2,305)	0
Co-op Grant	1,622	(53)		1,569
CIO Application	6,807	(5,450)	(1,357)	0
	29,554	(6,996)	(3,662)	18,896
Endowment Fund				
Property	33,653	0	0	33,653
Total Funds	179,180	(4,345)	0	174,835

18 INCORPORATION AS A CIO

On 15 December 2021 the registered charity incorporated as a Charitable Incorporated Organisation with the new charity number 1197142. This incorporation was approved by the National Federation of Women's Institutes at its Annual Council Meeting on 11 June 2022 and the trustees transferring all of the assets and liabilities of this charity 229893 to the CIO through which it has been trading since June 2022. As soon as the Land Registry transfer submitted June 2022 has been processed an application will be made to the Charity Commission to dissolve the old charity.

19 TRUSTEES EXPENSES AND REMUNERATION

Trustees were reimbursed necessary expenses including travelling at the rate of 35p per mile which increased to 40p mile for WI Advisers or those taking another Trustee or Helper as a passenger. Mileage expenses totalled £821 and were paid to 7 Trustees. Mileage was also paid to 3 Team members and 2 non Trustee Advisers. Details are available from the Federation Secretary at WI House.

20 TAXATION

The Federation is a Charitable Incorporated Organisation and accordingly is exempt from taxation on income and gains where they are applied for charitable purposes.