

**POWYS MONTGOMERYSHIRE FEDERATION OF WOMEN'S INSTITUTES
(PMFWI)**

FFEDERASIWN SEFYDLIAD Y MERCHED POWYS MALDWYN

TRUSTEES' ANNUAL REPORT

and

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH JUNE 2024

Charity Number 1198900

**POWYS MONTGOMERYSHIRE FEDERATION OF WOMEN'S INSTITUTES
TRUSTEES' REPORT FOR THE YEAR ENDED 30TH JUNE 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

TRUSTEES

Mrs Geraldine Russell-Jones Chairman

Mrs Pam Adcock Vice Chair

Mrs Lisa Hamer Treasurer

Miss Margaret Jones

Mrs Ruth Hesketh

Mrs Janet Hughes

Mrs Helen Baker

Mrs Chris Lewis

Federation Secretary Mrs Jane Rees

Charity Registration no. 1198900

Principal Address Abermule Community Centre, Abermule, Powys SY15 6ND

Accountants DRE & Co Ltd, Newtown, SY16

POWYS MONTGOMERYSHIRE FEDERATION OF WOMEN'S INSTITUTES
TRUSTEES' REPORT FOR THE YEAR ENDED 30TH JUNE 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustees of Powys Montgomeryshire Federation of Women's Institutes, otherwise known as PMFWI, present their report and the financial statements for the year ended 30th June 2024.

PMFWI is a constituted charity, governed by the constitution and rules laid down by the National Federation of Women's Institutes (NFWI).

Trustees are nominated from amongst the membership and if necessary, voting takes place, with the results being announced at the Autumn Council Meeting, for the following two years. On appointment, each Trustee is presented with a detailed manual indicating the role and responsibilities of a Federation Trustee, which is followed up and supported each year with Trustee training provided by the National Federation of Women's Institutes training packages.

The PMFWI Trustees employ a part-time secretary whose work is supervised by the Federation Chairman and Vice-Chairs. The role of Federation Secretary is subject to an annual Staff Appraisal. She can attend training and workshops run by the NFWI, as are the Chairman, Treasurer and Chairman of the Membership Sub-committee.

Three Sub-Committees, namely Arts and Entertainment, Lifestyle and Sport, organise Federation events, broadly following the structure of NFWI set within the aims and objectives of the organisation. There is also a Membership and Community Campaigns Committee, comprised of the Federation WI Advisers, members of the Board of Trustees and WI members, together with an appointed Chair, who discuss matters relating directly to current campaigns and the membership of the federation.

The Trustees hold 11 monthly board meetings where major strategic planning, business and operational risks affecting the Federation are discussed and decisions made. The Trustees confirm that a risk assessment took place, was approved and systems have been established to mitigate risks. The systems are reviewed annually.

OBJECTIVES, ACTIVITIES AND PERFORMANCE

The objects of PMFWI are to further the purposes of the Women's Institute organisation in the Montgomeryshire area of Powys. It is an educational, social, non-sectarian, non-party-political voluntary organisation which is based on the ideals of fellowship, truth, tolerance, and justice. It seeks to give women the opportunity of working together in their communities, of learning together and of developing their skills.

During the past year the Federation Trustees and Sub-Committees have been trying to operate the usual activities now that Covid restrictions are no longer an issue.

POWYS MONTGOMERYSHIRE FEDERATION OF WOMEN’S INSTITUTES
TRUSTEES’ REPORT FOR THE YEAR ENDED 30TH JUNE 2024

OBJECTIVES, ACTIVITIES AND PERFORMANCE (continued)

The year started well, Zoom meetings are something that PMFWI can organise and are being held as part of the PMFWI board of Trustee meetings when needed or as an option for attending virtually.

We hold our usual sporting events all of which were well supported and well organised.

The annual Spring Show attracted entries from members in craft, floral arrangement, cookery, art and photography competitions, it is an event which is always well attended.

Our Lifestyle welcome to Christmas was very well supported by members in November 2023 who enjoy the day.

Bingo night has become a great fund raiser held again also the entertainment evening is a good fun raising event.

Our own Annual Council meeting was held in May 2024 again as an evening meeting where members can have a buffet, talk, and socialise with other WI members. It was a successful meeting with talks from NFWI Wales chair Jill Rundle and ex fleet street journalist Nigel Iskander


Our membership has decreased over the years, numbers are down across most Wis, but a few have increased their members and this financial year we did not lose any Wis during 2023/24. However, the Trustees continue to endeavour to provide a programme that offers value to members for their annual subscription which runs from 1st April to 31st March.

FINANCIAL REVIEW

On 30th June 2024 the total assets of PMFWI were £33,899.97 of which £6467.89 were restricted funds. The Trustees have reviewed the level of reserves held by the charity; it is policy that PMFWI holds sufficient reserves to allow the charity to function for three months. We have seen costs rising across the board on hall hire and expenses on holding events.

Our main source of funds is no longer the receipt of membership fees, and we are becoming more reliant on successful federation events for fund raising. We continue to work with PAVO to pursue available grants and the Trustees look at more special events to generate further income. These events give women the opportunity of working together, of developing their skills and of putting into practice those ideals of fellowship, truth, tolerance, and justice for which the Women’s Institute as an organisation stands.

The Trustees declare that they have approved the Trustees’ report above. Signed on their behalf:

Signature: _____	<div style="border: 1px solid black; padding: 5px; display: inline-block;"></div>
Full name: <u>Geraldine Russell-Jones</u>	<u>Lisa Hamer</u>
Position: <u>Federation Chairman</u>	<u>Federation Treasurer</u>
Date: _____	<u>02/04/25</u>

POWYS MONTGOMERY FEDERATION OF WOMENS INSTITUTES
Accounts for 01/07/23 to 30/06/24

<u>Receipts</u>	<u>2023/2024</u>		<u>2022/2023</u>	
<u>Sub Committees</u>				
Comm & campaigns				
Lifestyle	2,461.95		1,677.80	
Arts & Entertainment	4,602.25		4,111.01	
Sport	1,090.10		898.00	
Membership	744.50	8,898.80	959.50	7,646.31
<u>Events</u>				
PMFWI events	545.00		1,543.28	
Diaries	7.00		105.00	
Bulbs	164.05		305.95	
Calendar	91.00		133.00	
Acm	722.00		930.50	
NFWI Annual Meeting	7,346.00		581.00	
Wales Conference	315.00		241.00	
RWAS				
Closing of Wis		9,190.05	60.67	3,900.40
<u>Membership Fees</u>				
PMFWI	6,164.00		6,189.37	
NFWI	7,149.50		7,228.66	
Pooling of funds	448.00		384.00	
NFWI Annual Meeting fund	536.00		397.00	
Other NFWI	111.68	14,409.18	109.42	14,308.45
<u>Insurance</u>				
Public Liability		625.00		675.00
<u>Donations & Grants</u>				
		-		1,214.40
<u>Restricted funds</u>				
		551.20		2,049.78
<u>Office</u>				
Newsletters & Advertising	50.00		209.50	
Sales	199.00		277.00	
150 Club	435.00		570.00	
IFE	294.20		470.00	
Sundries	444.46		952.65	
from Coif	5,000.00			
Holiday Commission	-	6,422.66	-	2,479.15
Total Receipts		40,096.89		32,273.49
Add out-of-date cheques				
Total Income		40,096.89		32,273.49
Less Expenditure		- 37,905.19		- 38,538.76
		2,191.70		- 6,265.27

POWYS MONTGOMERY FEDERATION OF WOMENS INSTITUTES
Accounts for 01/07/23 to 30/06/24

<u>Payments</u>	<u>2023/2024</u>		<u>2022/2023</u>	
<u>Sub Committees</u>				
Public Affairs	-			
Lifestyle	1,186.37		1,271.36	
Arts & Entertainment	1,593.58		2,509.96	
Sport	233.89		332.99	
Membership	439.24		674.87	
Board of Trustees travel	1,236.20		52.50	
Sub Committee travel	<u>350.53</u>	<u>5,039.81</u>	-	<u>4,841.68</u>
<u>Events</u>				
Bulbs	244.76		132.48	
PMFWI Events	797.90		733.46	
Acm	547.00		625.00	
Diaries	31.50		119.70	
Wales Conference	275.00		270.00	
NFWI Annual Meeting	8,848.00		1,163.00	
Joint Powys Event				
RWAS	<u>250.00</u>	<u>10,994.16</u>		<u>3,043.64</u>
<u>Membership Fees</u>				
NFWI inc pooling of fares	6,325.60		13,668.51	
NFWI Other	99.50		674.85	
NFWI		<u>6,425.10</u>		<u>14,343.36</u>
<u>Insurance</u>				
Public Liability	443.56		595.83	
Office	<u>494.55</u>	<u>938.11</u>	<u>482.02</u>	<u>1,077.85</u>
<u>Restricted Funds</u>				
Bursaries & restricted		<u>1,262.80</u>		<u>965.00</u>
<u>Office</u>				
Salary	7,522.00		8,217.42	
Equipment & Supplies	791.81		1,335.48	
Overheads	3,432.19		2,916.48	
Sales goods	79.14		41.04	
100 club	420.00		530.00	
Bank Charges	102.60		118.18	
Sundries	<u>897.47</u>	<u>13,245.21</u>	<u>1,108.63</u>	<u>14,267.23</u>
Total Expenditure		37,905.19		38,538.76

POWYS MONTGOMERY FEDERATION OF WOMENS INSTITUTES
Accounts for 01/07/23 to 30/06/24

COIF ACCOUNT

Balance 01/07/22	£ 31,441.76
Plus Deposits	£ -
less withdrawals	<u>-£ 5,000.00</u>
Balance 30/06/22	£ 26,441.76

Bursaries

Balance 01/07/23	£ 4,129.95
	<u>£ -</u>
Balance 30/06/24	£ 4,129.95

Restricted Funds

NFWI AGM	£ 307.21
Mynyddog 1/4/22	£ -
Bettws 1/4/22	£ 55.93
Llanwnog 1/4/22	£ -
Llanfyllin 1/4/23	£ 60.67
Get cooking	£ 357.42
WI guide	£ 111.51
Special Events	£ 1,760.99
Walking Netball	£ 298.60
Cedewain Group funds	£ 869.37
Powys Group funds	£ 1,116.54
Severn Group funds	£ 548.24
Clywedog Group funds	<u>£ 981.41</u>
	£ 6,467.89

POWYS MONTGOMERY FEDERATION OF WOMENS INSTITUTES
Accounts for 01/07/23 to 30/06/24

CURRENT ACCOUNT

	£
Balance at bank 01/07/23	5,345.16
Less unrepresented chqs at 01/07/23	- 175.00
Plus chq deposit not showing at 01/07/23	-
	5,170.16
Add receipts	<u>40,096.89</u>
	45,267.05
Less payments	<u>- 37,905.19</u>
	<u>7,361.86</u>

UNPRESENTED CHEQUES AT 30/06/24

<u>Chq no</u>	<u>date</u>	<u>amount</u>
300048	Jun-24	£ 20.00
300049	Jun-24	£ 10.00
300051	Jun-24	£ 20.00
300052	Jun-24	£ 10.00
300054	Jun-24	£ 50.00

£ 110.00

Deposit Chqs not showing 0

	£
Bank statement 30/06/2023	7,471.86
Less unrepresented chqs	- 110.00
Plus chq deposit not shown	-
	<u>7,361.86</u>

Total in all accounts 30/6/23

	£
COIF Account	26,441.76
Current Account	7,361.86
Cash floats held	60.00
Sales tin float	<u>36.35</u>
	<u>£ 33,899.97</u>

Prepared by Lisa Hamer, Federation Treasurer, on 20th August 2024

Signed on behalf of the Board of Trustees

Signature Position Chairman Date

Geraldine Russell-Jones

Signature

#VALUE!

Position Treasurer

Date
02.04.2025

Lisa Hamer



Section A

Independent Examiner's Report

Report to the trustees

Powys Montgomery federation of WIs

On accounts for the year
ended

30.06.2024

Charity no
(if any)

1198900

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30.06.2024

Responsibilities and
basis of report

As the charity's 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 Trust'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 Act.

Independent
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* *Please delete the words in the brackets if they do not apply.*

Signed:

Date:

29.09.2024

Name:

S. B. E. S.

Relevant professional
qualification(s) or body

FCA

(if any):

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Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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