

HERTFORDSHIRE FEDERATION OF WOMEN'S INSTITUTES ANNUAL REPORT

For the year from 1st April 2023 to 31st March 2024

FEDERATION CHAIR:	Jill Profit - Royston WI Kestrels, Church End, Barley, Royston SG8 8JN
FEDERATION VICE-CHAIRMAN:	Pat Kingsland - Knebworth WI 13 Shackledell, Stevenage SG2 9AE
FEDERATION VICE-CHAIRMAN:	Joanna Defries - Colney Heath WI The Willow, Church Lane, Colney Heath, AL4 0NH
HONORARY TREASURER:	Caroline Ellis - Bricket Wood WI 8 Broomfield, Park Street, St Albans AL2 2HY
VICE TREASURER:	Rahat Aboobaker - Potters Bar Gems WI 38 SanTERS Lane, Potters Bar, EN6 2BX
FEDERATION SECRETARY:	Hayley Tapp (Until 12 th April 2024)
COUNTY HOUSE:	29 High Street, Wheathampstead, St Albans AL4 8BB Tel: 01582 834010 Email: office.herts.wi@gmail.com

MEMBERS OF THE BOARD OF TRUSTEES

Rahat Aboobaker – 38 SanTERS Lane, Potters Bar, Herts, EN6 2BX
Potters Bar Gems WI

Hannah Costin – 63 Ceasars Road, Wheathampstead, Herts, AL4 8NR
Wheathampstead WI (from 12/3/2024)

Joanna Defries - The Willow, Church Lane, Colney Heath, AL4 0NH
Colney Heath WI

Margaret Eccleston - 3 Lindsey Road, Bishops Stortford CM23 2TA
Bishops Stortford WI

Caroline Ellis – 8 Broomfield, Park Street, St Albans, AL2 2HY
Bricket Wood WI

Pat Kingsland, 13Shackledell, Stevenage, Herts, SG2 9AE
Knebworth WI

Phillippa Mackinnon – 210 Runley Road, Luton, Beds, LU1 1UB
St Albans City WI

Lorraine Mead – 68 Longacres, St Albans, Herts, AL4 0DR
The Causeway WI

Jill Profit – Kestrels, Church End, Barley, Royston, SG8 8JN
Royston WI

Joyce Spackman - Standon Green End Farm, High Cross, Ware, SG11 1BW
Much Hadham Afternoon WI

Anne Styles – Robbers Cottage, The Street, Braughing, SG11 2QF
Braughing WI

Pamela Wright - 29 The Walk, Potters Bar EN6 1QG
Oakmere WI

WI ADVISERS

Margaret Eccleston – 3 Lindsey Road, Bishops Stortford, Herts, CM23 2TA
Bishops Stortford WI Chair

Pam Kershaw - 4 Icknield Way, St Albans AL3 4NQ
The Causeway WI

NON-BOARD OF TRUSTEE APPOINTMENTS
FEDERATION ARCHIVIST
Catherine Abrahams (Bricket Wood)

FEDERATION EDITOR OF WI NEWS
Beverley Hayes

BOARD OF TRUSTEES APPOINTMENTS
COUNTY CRAFT ADVISER

Anne Styles
COMBINED ARTS OFFICER (MUSIC & DRAMA)
Joanna Defries

FEDERATION & INTER-COUNTY QUIZ
Pamela Wright

MEMBERS SUPPORT TEAM
Margaret Eccleston

RESOLUTIONS OFFICERS
Joyce Spackman
Phillippa Mackinnon

CLIMATE CHANGE OFFICER
Phillippa Mackinnon

SPORTS OFFICER
Lorraine Mead

YEARBOOK CO-ORDINATOR
Joyce Spackman

NUMBER OF INSTITUTES – 2890
NUMBER OF MEMBERS – 74

Meetings held: 12 Board of Trustees and
1 Appointment

REPORT OF THE CHAIR FOR THE YEAR to March 2024

Meetings in person

Meetings via Video Conferencing (Zoom)

I am serving my second year in office as Chair of the Federation. It is a great honour and a role that I am very pleased to be fulfilling.

Our annual meeting was held in October 2023. Gail Morecombe, daughter of Eric, entertained us with an amusing insight into her life with Dad. We only hold one business meeting a year now, which is our Annual Meeting in October, whereas we used to hold two, one in the Spring too. Our Spring meeting has changed into "An Afternoon with..." In April 2023, we welcomed Charles Hanson who talked about his life in antiques and valued members' items. The Spring event will be an annual fund raiser for the Federation.

Our teams are organising entertaining and educational events for you all to enjoy. Although our larger events attract a good audience, we must not forget all our Team events too, whether large or small gatherings. It is not all about fund raising, although we must, but offering our members the hand of friendship, education or enjoyment in a group suited to that activity. Our larger events have included Adam Frost of Gardeners World, who was such a humble, humorous, and engaging speaker, the audience were captivated. Mark Frances from the Sewing Bee also brought in a large crowd. We hope to provide something for everyone.

We are pleased our membership remains constant, sadly we have had WIs suspend, which is always sad, very often not through lack of members but lack of members willing to stand as Officers. Remember you can share Officers roles and it is not too erroneous task, worth stepping up and giving it a try rather than see your Institute suspended. We, as the Board of Trustees, are here to support you. We have welcomed new Institutes, whose membership quickly grows due, in a large part, to the power of social media. It is so encouraging to see our members, younger or more mature, enjoying the ethos of this wonderful organisation. Learning from each other and sharing friendship. You are never alone when you enter a room of WI ladies.

We had a successful letting of our County Room at our Headquarters at 29 High Street, Wheathampstead from April 2023 for a year and we have just renewed the licence for another year. It is a major part of our

income, added to returned support for our Team and Federation events, which has led to a healthier financial year. The proportion of your subscription that the Federation receives is not enough to cover the Federation expenses of running our Headquarters in Wheathampstead or cover the staff salaries etc. All Board of Trustee members are volunteers claiming only for their expenses.

We need your continued support, either as a member or as a member of our Team or Board of Trustees. Our success depends on you.

We look to move forward positively into our next financial year.

Jill Profit

Chair from October 2022

MEMBERS SUPPORT TEAM (MST)

Meetings

WI Advisers:

Mrs M Eccleston

Bishops Stortford WI

Mrs P Kershaw

The Causeway WI

During 2023/24 the two members of the Membership Support Team (MST) met regularly, either in person, or when health issues intervened, kept in touch virtually or by telephone.

Our discussions regularly focussed on the health of our WIs, particularly those in difficulty. Sadly, the members of five WIs: Borehamwood, Furzefield, High Cross & Thundridge, Highfield and Wormley, each voted to suspend their WIs for 3 years. In each case, despite their best efforts, net membership had dwindled, with fewer younger women joining. In consequence, due in no small part to the average age profile of these WIs, members were unwilling to stand for election to the committee or the role of President. Undoubtedly, to remain vibrant and attractive, WIs must frequently take in and support new members, try new ideas and continuously evolve. In June, in response to enquiries from a group of women in Royston where there were already 3 daytime WIs, we opened an evening WI. After publicising the opening, mainly on social media, they were overwhelmed by the response and around 40 women joined that evening. Thanks to an innovative team on the ground, Royston Evening WI is going from strength to strength. Another success story, Codicote WI, was rewarded nationally for the greatest yearly increase in membership.

Herts Belles WI celebrated their 10th birthday with a happy evening that reflected upon all that they had collectively achieved during these years.

During April and May, with assistance from other Board Trustees, we attended 15 Annual Meetings, assisting with their elections and speaking on the

proposed resolution "Clean rivers for people and wildlife".

In September, the MST successfully hosted an interactive workshop for new committee members and officers.

Throughout the year, we have spontaneously answered members' questions, some of which are later used for articles in HFWI News.

We have frequently worked with WI committees to find solutions to problems and will continue to do so in 2024/25, as well as hosting further workshops and hopefully opening new WIs as our Federation evolves in response to the needs of women in Hertfordshire.

Maggie Eccleston

Chairman Members Advisory Committee

ARTS & CRAFTS TEAM

All Meetings were held by either Zoom or In Person

Emma Golding	Herts Belles WI
Josephine Kersey	Hertford Heath WI
Lorraine Mead	The Causeway WI
Janet Rogers	Boxmoor WI
Marilyn Hornsby	High Cross & Thundridge WI
Anne Styles	Braughing WI (Chair)
Eileen Walker	Boxmoor WI

and Officers of the Federation

Arts & Crafts were busy last year with a very successful Afternoon with Mark Francis which included an exhibition of some stunning members' crafts, and an interview with Emma Golding a Herts Belle who has forged a successful career in dressmaking. This was followed in December by a smaller version of Try a Craft at the Mead Hall which members thoroughly enjoyed. We are exploring a few ideas for 24/25 which will be announced as soon as we can. However, I shall be stepping down as Chair in October so if anyone feels they would like to step up, now is your chance!

Anne Styles

Chairman, Arts & Crafts Sub-Committee

CURRENT AND INTERNATIONAL AFFAIRS TEAM

All Meetings were held by either Zoom or In Person

Maggie Eccleston	Bishops Stortford WI
Pat Kingsland	Knebworth WI
Phillippa Mackinnon	St Albans WI
Pat Murray	Buntingford WI
Joyce Spackman	Much Hadham Aft WI (Chair)
Barbara Wybrow	Bishops Stortford

and Officers of the Federation

Our Team has had a very varied year because of our very wide remit. We started the year with an international meeting held in Buntingford, the subject being Jordan, given by Basma Chitham who told us all

about her country and its many aspects. Members really enjoyed this evening with Basma.

We then went onto the NFWI idea covering the Food Day, we had something a little different for this and our speaker, Kate Harwood told us of the History of Allotments and how they still influence us today. This was held at Wheathampstead.

Next on to Much Hadham Village Hall for a presentation on Sign Language, very interesting and much to think about by our members and visitors. (This subject might be repeated in the future).

Our big meeting of the year was planned to be all about The Kings Coronation Garden idea. Our speaker, Adam Frost, a fantastic Speaker, was enjoyed by our very large audience. He briefly mentioned the idea of the Coronation Garden talking about his time spent with Geoff Hamilton, who was strongly in favour of all things organic. A wonderful afternoon.

We had a well-attended Zoom meeting for the resolutions.

We look forward to another year with plans already in place.

Joyce Spackman

Chairman, Current & International Affairs Team

HOUSE, PREMISES & SHOP AD-HOC TEAM

All Meetings were held by either Zoom or In Person

Pat Kingsland	Knebworth Eve WI
Lorraine Mead	The Causeway WI
Jill Profit	Royston WI (Chair)
Joyce Spackman	Much Hadham Aft WI
EX-OFFICIO	Holding Trustees

and Officers of the Federation

All maintenance and repairs have been carried out on the premises as, and when required.

We were able to find a tenant for the County Room on a one-year licence, which has just been renewed for the coming year, April 2024 to April 2025. We can still have use of the County Room with agreement from the tenant. The income has proved a benefit to Federation Funding.

Pat Kingsland

Chair of House

PERFORMING ARTS TEAM

All Meetings were held by either Zoom or In Person

Pauline Baycroft	Oakmere WI
Hannah Costin	Wheathampstead WI
Joanna Defries (Chair)	Colney Heath WI

Patricia Gale Potten End WI
Joyce Gray Kings Langley WI
Pam Wright Oakmere WI (Chairman)
and Officers of the Federation

Coming up this year we have the ever-popular Kimpton Tea Party on July 4th. This time we have put it earlier in July before the schools break up for summer, according to some of the useful feedback we had from attendees.

November 7th is our bi-annual Literary Lunch, held again at Brookmans Park Golf Club and this year they are offering a carvery! The Speaker will be Maggie Brookes-Butt, a published author and poet based in Southgate. Both of these big events have only 80 places available, and tickets will not be available on the door, so look out for the announcements and book early!

December 4th, we decided to do another Christmas Carol Party at Marford Hall (Wheathampstead Memorial) as last year it was such a hoot! We had lots of valuable feedback from you so we shall be incorporating it as best we can.

Look forward to seeing you!

Joanna Defries
Chair, Performing Arts Team

Diaries and Calendars

Diaries to be ordered from NFWI in accordance with incoming orders from members.

Calendars - 350 to be ordered this year and will be sold on a 'First Come first served' basis.

SPORTS & LEISURE AD-HOC TEAM

All Meetings were held by either Zoom or In Person

Emma Golding Herts Belles WI
Lorraine Mead The Causeway WI (Chair)
Jill Profit Royston WI
Jean Thomas Sandridge WI

All meetings were held in person.

Walking Netball was held at Stanborough School, Welwyn continues to be very well supported and enjoyed by attendees.

Several members were brave enough to take to the skies in a glider from the Cambridge Gliding Centre. The evening was organised by Jill Profit and turned out to be a great success. The skies were clear making the flight an experience to remember. One or two members had two flights!

A trip to Thursford Spectacular in Norfolk was well attended. Members had lunch on site before going into the theatre for a 3-hour spectacular show. Winchester Cathedral Christmas Market was our event in December. Although it rained all the time we were there, it was very enjoyable.

Lots of plans are in-hand for 2024/25.

Mrs Lorraine Mead
Chair, Sports & Leisure Team

SPEAKERS AUDITIONS DIRECTORY

Another collection of interesting speakers this year and a large gathering of members at the Marford Hall to hear them. The new copy of the speakers book is due to be printed shortly and all the new speakers will be shown. Many of the "older" speakers have withdrawn for various reasons, so I do hope that you find some ideas for your institute. Please don't forget to let us know of any problem with any of the speakers.

Joyce Spackman
Chair, Current & International Affairs Team

HFWI QUIZ EVENTS

As we can see by the number of TV and Social Media programmes, Quizzing remains as popular as ever. 2023 was an important year for Hertfordshire Federation as we hosted the Finals of the 3 Counties Quiz.

Our HFWI Preliminary Round was held at Marford Memorial Hall, Wheathampstead on Thursday March 9th and 14 teams took part - the top 8 teams were selected for the Final.

This took place at the same hall on Wednesday 28th June at 7pm when teams from Buckinghamshire and Bedfordshire joined us.

It was a very successful evening and a Hertfordshire Team – Bricket Wood WI won it. They were congratulated by our County Chairman Jill Profit who should then have presented the special Plaque to the team but unfortunately it was not available, so it was presented at a later function.

We were unable to hold an HFWI Fund Raising Quiz in Autumn 2023 but already have plans to run one on 18th October 2024.

As I write we have already held the Preliminary Round for 2024 (when 19 teams took part (names of top 8 teams in current Newsletter) and Buckinghamshire Federation are hosting this year's Finals.

Many individual WIs ran their own quizzes, and these were well attended, also the Afternoon Quiz in the monthly HFWI Newsletters continues to inform and amuse our members and long may they enjoy quizzing!

Pam Wright
HFWI Quiz Co-ordinator [Printed In House at HFWI – May 2024]



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Hertfordshire Federation of Womens Insitute			Charity No 1202209		
Annual accounts for the period					
Period start date	1st April 2023	To	Period end date	31st March 2024	

Section A Statement of financial activities

Recommended categories by activity	Guidance Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total funds £ F04	Prior year funds £ F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	32,113	1,901	-	34,014	27,040
Charitable activities	S02	20,015	1,337	-	21,352	24,744
Other trading activities	S03	26,395	-	-	26,395	16,927
Investments	S04	5,221	23	-	5,244	2,553
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
Total	S07	83,744	3,261	-	87,005	71,264
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	11,231	-	-	11,231	10,065
Charitable activities	S09	711	855	-	1,566	7,796
Separate material item of expense	S10	-	-	-	-	-
Other	S11	56,994	-	-	56,994	64,610
Total	S12	68,936	855	-	69,791	82,471
Net income/(expenditure) before investment gains/(losses)						
Net gains/(losses) on investments	S13	14,808	2,406	-	17,214	(11,207)
Net income/(expenditure)	S14	20,867	-	-	20,867	(6,857)
Extraordinary items	S15	35,675	2,406	-	38,081	(18,064)
Transfers between funds	S16	-	-	-	-	-
Other recognised gains/(losses):	S17	-	-	-	-	-
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	35,675	2,406	-	38,081	(18,064)
Reconciliation of funds:						
Total funds brought forward	S21	560,679	26,967	-	587,646	605,712
Transferred to Reserves	S21A	-	-	-	-	-
Total funds carried forward	S22	596,354	29,373	-	625,727	587,648

Section B Balance sheet

Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	351,605	-	-	351,605	351,605
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	147,774	-	-	147,774	126,908
Total fixed assets		B05	499,379	-	-	499,379	478,513

Current assets

Stocks	(Note 18)	B06	-	-	-	-	169
Debtors	(Note 19)	B07	2,735	-	-	2,735	4,918
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)		B09	104,268	29,373	-	133,641	111,962
Total current assets		B10	107,003	29,373	-	136,376	117,049

Creditors: amounts falling due within one year	(Note 20)	B11	7,965	-	-	7,965	5,914
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Net current assets/(liabilities)		B12	99,038	29,373	-	128,411	111,135
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Total assets less current liabilities		B13	598,417	29,373	-	627,790	589,648
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Creditors: amounts falling due after one year	(Note 20)	B14	-	-	-	-	-
Provisions for liabilities		B15	2,063	-	-	2,063	2,000

Total net assets or liabilities		B16	596,354	29,373	-	625,727	587,648
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Funds of the Charity

Endowment funds (Note 27)		B17	-	-	-	-	1,295
Restricted income funds (Note 27)		B18		29,373		29,373	25,656
Unrestricted funds		B19	596,354		-	596,354	560,697
Revaluation reserve		B20				-	-
Total funds		B21	596,354	29,373	-	625,727	587,648

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Caroline Ellis	
	Gillian Profit	

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with* ☒ the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with* ☒ the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

* -Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

Not applicable

Not applicable

Not applicable

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes*

☐

* -Tick as appropriate

No*

☒

Please disclose:

(i) the nature of the change in accounting policy;

(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and

(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes*

☐

* -Tick as appropriate

No*

☒

Please disclose:

(i) the nature of any changes;

(ii) the effect of the change on income and expense or assets and liabilities for the current period; and

(iii) where practicable, the effect of the change in one or more future periods.

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes*

☒

* -Tick as appropriate

No*

☐

Please disclose:

(i) the nature of the prior period error;

(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and

(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.

Note 2 Accounting policies

2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

Recognition of income	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Legacies	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP). Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Government grants	The charity has received government grants in the reporting period	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so. The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution. Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'. Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable. Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Donated services and facilities	Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably. Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Support costs	The charity has incurred expenditure on support costs.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies. Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>

Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2.3 EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Redundancy cost

The charity made no redundancy payments during the reporting period.

Yes	No	N/a
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Deferred income

No material item of deferred income has been included in the accounts.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

2.4 ASSETS

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least

They are valued at cost.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Intangible fixed assets

The depreciation rates and methods used are disclosed in note 9.2.
The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

They are valued at cost.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Heritage assets

The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

They are valued at cost.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Stocks and work in progress

Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Current asset investments

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note 3

Analysis of income

	Analysis	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Donations and legacies:	Donations and gifts	296			296	
	Gift Aid	1,264			-	-
	WI Closing Institutes		1,901		1,901	-
	General grants provided by government/other charities				-	-
	Membership subscriptions and sponsorships which are in substance donations	30,553			30,553	
	Donated goods, facilities and services				-	-
	Other				-	
	Total	32,113	1,901	-	34,014	-
Charitable activities:		-	-	-	-	-
	Fundraising Activities	19,700	-	-	19,700	-
	AGM Accommodation	-	1,337	-	1,337	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other Charitable Activities income	315	-	-	315	-
	Total	20,015	1,337	-	21,352	-
Other trading activities:		-	-	-	-	-
	Room Rental	13,373	-	-	13,373	-
	Newsletter income	7,016	-	-	7,016	-
	Publications	5,826	-	-	5,826	-
	Other Trading activities	180	-	-	180	-
	Total	26,395	-	-	26,395	-
Income from investments:	Interest income	2,336	23	-	2,359	-
	Dividend income	2,885	-	-	2,885	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	5,221	23	-	5,244	-
Separate material item of income:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		83,744	3,261	-	87,005	-

Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

Excess on AGM accommodation spending over receipts of £3,256 and Closed Institutes receipt of £822

Note 6

Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Unrestricted funds	Restricted income funds	Endowment funds	Total funds
Expenditure on raising funds:				£				£
Staging fundraising events	11,231	-	-	11,231	10,065	-	-	10,065
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	11,231	-	-	11,231	10,065	-	-	10,065
Expenditure on charitable activities:								
Charitable Activities Expenses	711	-	-	711	334	-	-	334
AGM Accommodation Costs	-	855	-	855	-	7,462	-	7,462
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on charitable activities	711	855	-	1,566	334	7,462	-	7,796
Other								
Administration costs	56,994	-	-	56,994	64,610	-	-	64,610
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total other expenditure	56,994	-	-	56,994	64,610	-	-	64,610
TOTAL EXPENDITURE	68,936	855	-	69,791	75,009	7,462	-	82,471

Note 8 Funds received as agent

8.1 Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
Subscriptions to National Federation of Womens Institute (NFWI)	Yes	37,172	32,972	37,040	32,840	962	830
Formation of New Institute		1,655	-	1,655	-	-	-
Payment to ACWW		36	825	36	825	-	-
Provision for Service Charge		1,000	1,200	937	400	2,063	2,000
Total		39,862	34,997	39,667	34,065	3,025	2,830

Note 10 Details of certain items of expenditure**10.1 Fees for examination of the accounts**

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).

Independent examiner's fees**Assurance services other than audit or independent examination****Tax advisory fees****Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner**

This year £	Last year £
1,080	-
-	-
-	-
-	-

Note 11

Paid employees

Please complete this note if the charity has any employees.

11.1 Staff Costs

Salaries and wages

Social security costs

Pension costs (defined contribution scheme)

Other employee benefits

Total staff costs

This year £	Last year £
27,566	29,483
-	-
467	464
-	-
28,033	29,947

This year:

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE

11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	1	1
Governance	-	-
Other	-	-
Total	1	1

Note 14 Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***14.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	351,605	-	-	-	351,605
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	351,605	-	-	-	351,605

14.2 Depreciation and impairments

**Basis	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL or RB	SL or RB
** Rate					

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	-	-	-
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	-	-

14.3 Net book value

Net book value at the beginning of the year	351,605	-	-	-	351,605
Net book value at the end of the year	351,605	-	-	-	351,605

Note 17 Investment assets

Please complete this note if the charity has any investment assets.

17.1 Fixed assets investments (please provide for each class of investment)

	Cash & cash equivalents	Listed investments	Investment properties	Social investments	Other	Total
Carrying (fair) value at beginning of period	-	126,907	-	-	-	126,907
Add: additions to investments during period*	-	-	-	-	-	-
Less: disposals at carrying value	-	-	-	-	-	-
Less: impairments	-	-	-	-	-	-
Add: Reversal of impairments	-	-	-	-	-	-
Add/(deduct): transfer in/(out) in the period	-	-	-	-	-	-
Add/(deduct): net gain/(loss) on revaluation	-	20,867	-	-	-	20,867
Carrying (fair) value at end of year	-	147,774	-	-	-	147,774

*Please specify additions resulting from acquisitions through business combinations, if any.

Please note that Fair Value in this context is the amount for which an asset could be exchanged between knowledgeable and willing parties in an arm's length transaction. For traded securities, the fair value is the value of the security quoted on the London Stock Exchange Daily Official List or equivalent. For other assets where there is no market price on a traded market, it is the trustees' or valuers' best estimate of fair value.

17.2 Please provide a breakdown of investments shown above agreeing with the balance sheet row B04 differentiating between those held at fair value and those held at cost less impairment.**Analysis of investments**

Cash or cash equivalents

Listed investments

Investment properties

Social investments

Other investments

Total

Grand total (Fair value at year end+Cost less impairment)

Fair value at year end	Cost less impairment
£	£
-	-
147,774	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

Note 19 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

19.1 Analysis of debtors

Trade debtors

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
300	134
2,435	4,784
-	-
2,735	4,918

Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.

19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)

Trade debtors

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
-	-
-	-
-	-
-	-
-	-

Note 20

Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	6,208	4,601	-	-
Taxation and social security	795	-	-	-
Other creditors	962	830	-	-
Total	7,965	5,431	-	-

20.2 Deferred income

Please complete this note if the charity has deferred income.

Please explain the reasons why income is deferred.

We charge for a speaker directory, which is published bi-annually. Half the income is held over to the following year

This year	Last year
3,468	2,340

Balance at the start of the reporting period
 Amounts added in current period
 Amounts released to income from previous periods
 Balance at the end of the reporting period

This year £	Last year £
2,340	310
6,936	2,340
(5,808)	(310)
3,468	2,340

Note 24 **Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)
Short term deposits
Cash at bank and on hand
Other
Total

This year £	Last year £
-	-
101,196	-
32,445	-
-	-
133,641	-

Note 28 Transactions with trustees and related parties
If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.

28.1 Trustee remuneration and benefits

This year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

28.2 Trustees' expenses

If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

TRUE

Type of expenses reimbursed	This year	Last year
	£	£
Travel	1,645	926
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
	-	-
TOTAL	1,645	926

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

6

6

28.3 Transaction(s) with related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.

This year

There have been no related party transactions in the reporting period (True or False)

TRUE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.

Last year

There have been no related party transactions in the reporting period (True or False)

TRUE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

HERTFORDSHIRE FEDERATION OF WOMEN'S INSTITUTES

On accounts for the year
ended

31 March 2024

Charity no
(if any)

1202209

Set out on pages

1-2

(Remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view, and the report is limited to those matters set out in the statement below.

**Independent
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn 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:

21/06/2024

Name:

CHARLES GOLDSTEIN

Relevant professional

CHARTERED ACCOUNTANT

qualification(s) or body
(if any):

Address: HEARTWOOD ACCOUNTANTS LTD

RIVERSIDE HOUSE, 3 PLACE FARM

WHEATHAMPSTEAD HERTS. AL4 8SB

Section B

Disclosure

Only complete if the examiner needs to highlight material problems.

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