

EKFWI TRUSTEES' ANNUAL REPORT

All WIs must prepare a Trustees' Annual Report at the end of the financial year to accompany their financial statement.

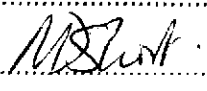
All WIs with income over £5000 must complete the online annual return to the Charity Commission.

WIs only have to send the Charity Commission a copy of their annual report and accounts (financial statement) if total income is over £25,000, although all charities must make their accounts and trustees' annual report available to the public on request.

The following table lists the required section headings of the trustees' annual report that are mandatory under charity law and the suggested content for a WI. Only brief details are required under each heading. (Larger charities must provide additional detail but this is not applicable to a WI.)

This note is based on Charity Commission guidance, available at <https://www.gov.uk/government/publications/charity-reporting-and-accounting-the-essentials-november-2016-cc15d>. The Charity Commission also publishes a pro-forma report template that you may choose to use, at <https://www.gov.uk/government/publications/trustees-annual-report-template>

Report title	Trustee's Annual Report for the period from 1.2.2024 to 31.1.2025
Reference and administrative details	
Charity name	Kennington WI
Registration number	229403
Charity's principal address	228 Faversham Road, Kennington, Ashford, Kent. TN24 9AN
Names of the charity trustees	Mrs Chris Tester, Mrs Chris Bridges, Mrs Nicki Short, Mrs Denise Masters, Mrs Jan Wilkinson, Mrs Carole Urquhart, Ms Tracey Booman, Mrs Julia Till, Mrs Janice Powell, Mrs Maureen Bell, Ms Jacquie Stephens, Mrs Mary Sharp, Mrs Debbie Harris (April 2024 to date)
Structure, governance & management	
Type of governing document and how the charity is constituted	The WI is an association governed by the Constitution and Rules for Women's Institutes, signed on 27.1.1918
How trustees are appointed	At the WI's Annual Meeting, at least three Committee Members who are the trustees of the WI are elected by the members of the WI from their number. Up to three additional Committee members may be co-opted as long as there is a majority of elected Committee Members.
Objectives and activities	
Summary of the objects set out in the governing document	The WI objects are to advance the education of women and girls, to promote sustainable development and to advance health for the public benefit.
Summary of the main activities undertaken for the public benefit	Had a stall at the local community Summer Fayre to raise funds for the community and our WI, selling cakes, books, jewellery, and a bottle tombola. Laid a wreath at the local memorial service on Remembrance Day. Planted a tree followed by refreshments to commemorate 100 years since the laying down of the foundation stone marking the start of our hall being built. Held 8 meetings with educational speakers on Belly Dance, Mercy Ships, The Maids of Biddenden, Baby Boomers, A Conspiracy History of the World, 30 Years of Bother on the Hover, Christmas Waits and The Great Storm of 1987. Enjoyed a French themed evening organised by 2 of our groups.

	Declaration for Public benefit: The trustees confirm they have had due regard to the Charity Commission guidance on public benefit in determining the activities undertaken by the charity. The trustees are satisfied that the WI's activities, as explained in this report, are in accordance with the regulations on public benefit.
Achievements and performance	Raised a substantial amount of money for the refurbishment of our disabled toilet. Had a stand to represent our WI at the Kennington Community Council Annual Assembly Knitted toys and collected books to donate to the local hospital for children having blood tests Outings to RHS Wisley – 44 members, Bilsington Priory, talk and afternoon tea, - 30 members, Bluewater Shopping Centre – 32 members Held a Fish & Chip Supper, Spring Fayre, Bacon Butty morning and Christmas Fayre all open to our members and the community 6 new members joined. Total of 95 members. We have a very active Catering Group which cater for many functions and events within the community. We have 12 special interest groups which each organise their own individual activities programme.
Financial review	Our funds held at the end of January 2025 are £ 25,551.07 This amount is required to maintain our hall and run our WI for the next year. See Financial Statement and Budget for breakdowns.
Optional information	Each year we offer two of our members a bursary to be used for an educational activity or course.
Declaration and signature	'The WI Committee Members declare that they have approved the trustees' report. Signed on behalf of the trustees: Name..... <u>NICKI SHORT</u> Signature..... <u></u> Position..... <u>SECRETARY</u> Date..... <u>31.1.24</u>

WI name
Charity number (if registered)
Federation

Kennington
229403
East Kent



FINANCIAL STATEMENT

For the period

from 01/02/24

to 31/01/25

Section A

Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	751.50	674.86	Meeting expenses	703.32	631.00
Subscriptions (WI share)	1,983.40	1,893.25	Committee Members' expenses	691.98	551.10
Gift Aid			Pooling of fares / expenses	39.56	92.40
Publications		8.13	Publications	51.30	8.13
Activities & events	6,430.50	10,136.60	Activities & events	3,610.79	4,943.98
WI fundraising	2,939.42	1,495.25	WI fundraising	131.05	349.23
Interest received			Insurance	1,855.66	1,685.89
Paid into current account					
Paid into deposit account	166.82	113.56			
Grants and donations	3,690.17	24,534.68	Donations made		19,951.98
Other income			Other payments	1,033.54	40.51
Hall letting receipts	9,557.00	8,712.70	Hall expenses	24,518.99	23,040.82
Total Receipts	25,518.81	47,669.03	Total Payments	32,636.19	51,295.04

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
--	--	--	--	--	--

Total Receipts less Total Payments (Surplus/Deficit for the year)

7,117.38

A5 Total cash funds brought forward from last year (equals last year's total at B1)

32,643.05

A6 Total cash funds carried forward at this year end

25,525.67

A7 Total restricted funds at year end included in total cash funds above

The main purposes of the Women's Institute organisation are:

- (a) to advance the education of women and girls for the public benefit in all areas including (without limitation): (i) local, national and international issues of political and social importance; (ii) music, drama and other cultural subjects; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) to promote sustainable development for the public benefit by: (i) educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and (ii) promoting sustainable means of achieving economic growth and regeneration;
- (c) to advance health for the public benefit; and
- (d) to advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

WI name

Kennington

Section B

Statement of assets and liabilities at the year end

B1 Cash funds

		Total £	Last year £
B1.1	Final bank balance as per Account Book, including uncleared items	13,214.31	20,481.06
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	13,214.31	
	Plus amounts paid in to bank but not cleared	-	
	Less cheques written but not cleared	-	
	Less any cheques still uncleared from last year	-	
	Total (should equal balance at B1.1)	13,214.31	
B1.3	Savings / deposit account balance	12,300.94	12,134.12
B1.4	Petty cash in hand	59.22	51.25
B1.5	Less any funds held as agent for federation/NFWI, i.e. subscriptions received but not yet paid over enter as a negative amount	48.80	23.40
	Total cash funds	25,525.67	32,643.05

B2 Investments (if any)

--	--

B3 Other monetary assets (e.g. any money owed to the WI)

--	--

B4 Other assets held by the WI

e.g. WI owned hall, other equipment

	Value (optional)*	Original cost (optional)*

* cost / value should only be completed if meaningful information is available

B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

	Date due (optional)*	Amount due (optional)*

* amount / date due should only be completed if meaningful information available

Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

President

Treasurer

C. Tester
DM Masters

CHRIS TESTER
DENISE M MASTERS

24/2/2025
24/2/25

Independent financial examiner's initials:

[Signature]

WI name

Kennington

Section C

Notes to the financial statement

C1 Funds received and paid as agent

Receipts

Payments

Any balance

Complete this section with total amounts received and paid over to the federation in the year

	this year £	this year £	held at year end £
Federation / NFWI share of subscriptions	2,171.60	2,146.20	
Federation event bookings by individual members	216.00	216.00	
NFWI and / or federation raffle	-	-	
Total	2,387.60	2,362.20	- 25.40

C2 Details of restricted funds

Complete this section if the WI had any restricted funds during the year

	Receipts this year £	Payments this year £	Any balance held at year end £
Name or description of restricted fund:			
Total	-	-	-

C3 Further details of WI activities /fundraising /other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year £	Payments this year £
Activities & events (description)		
Catering	4,235.00	1,338.29
RHS Whisley	776.00	820.00
Bilsington Afternoon tea	900.00	£900
Blue water trip	519.50	525.00
Remembrance wreath		27.50
Total WI activities	6,430.50	3,610.79
WI fundraising description)		
sale of cake stands + Chairs	100.00	
Summer Fayre + return % on raffle ticket sales	775.05	82.00
Easter fayre	735.26	
Bacon Butty morning	205.00	49.09
Fish and chip supper	314.00	
xmas fayre	785.11	
trade table	25.00	
Total WI fundraising	2,939.42	131.09
Grants & donations		
bookcase donations	100.17	
floor donations	100.00	
group donations from their activities	480.00	
additional member donation	10.00	
KCF & ABC towards disabled toilet upgrade	3,000.00	11,000.00
	3,690.17	11,000.00
Other income / expenditure		
Total other income / expenditure	-	-

Independent financial examiner's initials:



Guidance on completing the WI Financial Statement is available on the My WI website

INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of

Kennington

WI

Charity number (if registered)

229403

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the 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 you as 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 next statement.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention, ~~(other than 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 2011; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Comments:

Signed:

A S. C.

Date: 04-03-2025

Name:

AMH SIMPSON

Address:

5 POPLAR ROAD

WITFERSHAM

TM30 7PD