

## **ANNUAL TRUSTEES REPORT for the year May 2023 to June 2024 (B)**

***(NOTE: Each WI is a charity in its own right regardless of whether it is registered with the Charity Commission.  
Every member of the WI Committee is automatically a Charity Trustee)***

Name of WI (which is an unincorporated association)	HORDLE
If your WI is registered with the Charity Commission please quote the Reg no.	229798
Registered Address: If you have a different registered address, please state here.	WI House, 22-24 Station Hill, Southampton Road, Eastleigh. SO50 9XB

The Trustees (Committee members) for the year ended June 2024 are elected by the Members at the Annual Meeting. Trustees have the opportunity to receive training in their role through the HCFWI.

The Trustees for the year ending May/June 2024 are:

Name	Office held	Date acted if not a full year
PAT CASHIN	President	
YVONNE MARLOW	Secretary	
CAROLE DEACON	Treasurer	
VALERIE ALTASS		
JEAN COOPER		
MAUREEN COURTNEY	Vice-President	
JEAN MALONE		
WENDY PERKINS		
JILL TAYLOR		

Note: You+ should include the names of all Trustees and anyone who acted as a Trustee during the period covered by the report giving dates during which they were Committee members. If the inclusion of a particular name might put any Charity Trustee in personal danger please contact the Charity Commission for permission for the name not to be disclosed.

1. The Charity's governing document is the Constitution and Rules for Women's Institutes as published by the NFWI.
2. The objects of the charity are to further the purpose of the WI Movement.
3. The policy on financial reserves is that 12 months average expenditure should be held and the current reserves represent ...12.....month's average expenditure.
4. The accounts are/are not (delete as appropriate) in deficit.
5. During the year the activities and achievement (speakers etc) of the WI included:... Please list on a separate sheet.
6. During the year we have held ...12..... monthly meetings and .....11.... Committee meetings.
7. Members meet regularly to pass on skills and encourage high standards of participating in WI Competitions, exhibitions and events.
8. Members have taken advantage of the many education opportunities offered by HCFWI, taking part in activities, events and training.
9. Members have had the opportunity to discuss the Resolutions for the NFWI Annual Meeting and the opportunity to support ACWW in furtherance of the international aspect of the Constitution.
10. Members have had the opportunity to enjoy friendship, to learn, to widen their horizons and to influence local, national and international affairs, within the context of the Constitution and Rules for WI.

The Trustees have approved the above report.

Signed:	President:
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Full Name:	Date:
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FINANCIAL STATEMENT FOR THE PERIOD 1st April 2023 to 31st March 2024

RECEIPTS and PAYMENTS

A1	Receipts	Total	Last Year	A2	Payments	Total	Last Year
	Receipts at meetings	£452.56	£89.38		Meeting Expenses	£1,076.18	£562.86
	Subscriptions (WI Share)	£379.50	£1,947.00		Committee Members Expenses	£392.84	£511.14
	Gift Aid	£478.47	£0.00		Pooling of fares/expenses	£1,172.85	£1,018.90
	Publications	£53.00	£14.00		Publications	£66.68	£14.00
	WI Activities & Events	£2,265.00	£611.16		Activities & events	£2,683.25	£874.91
	WI Fund Raising	£647.63	£332.30		WI Fundraising	£204.00	£161.60
	Interest Received				Insurance	£0.00	£0.00
	Paid into current account				Donation made	£0.00	£0.00
	Paid into deposit account	£1,063.20	£362.43		Other Payments	£328.56	£99.14
	Grants and Donations	£0.00	£22.68				
	Other Income	£1,941.76	£343.11				
	WI-Owned Hall Account total	£ 18,717.85	£9,601.15		WI-Owned Hall Account total payments	£16,371.00	£17,739.83
	Total Receipts	£25,998.97	£13,323.21		Total Payments	22,295.36	20,982.38

A3		A4	
Restricted Funds included in total receipts	£1,063.20	Restricted Funds included in total payments	

Total Receipts less Total Payments (Surplus/Defecit for the year)	£3,703.61
A5 Total cash funds brought forward from last year (Equals last years total at B1)	£44,026.57
A6 Total cash funds carried forward at this year end	£39,766.81
A7 Total restricted funds at year end included in total funds above	£35,000.00

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 subject; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;

(b) to pomote 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.

*[Handwritten signature]*

WI	Hordle
Charity registration no. (if required)	229798 HMRC Charities Reference X36396
Federation	Hampshire



STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDING 31st March 2024

Cash funds	Total	Last Year
Reconciliation of final bank balance to bank statement:	£3,703.61	
Bank statement closing balance at year end date	£3,703.61	£5,163.20
Plus amounts paid in but not cleared	£0.00	
Less cheques written but not cleared	£10.90	
Hall accounts for plants		
Less any cheques still uncleared from last year	£0.00	
Reconciled bank balance Lloyds	£3,703.61	£5,163.20
Reconciled bank balances BBI Lloyds	£1,063.20	£0.00
Deposit/savings account balance	£35,000.00	£38,837.61
Petty cash in hand	£0.00	£25.76
Total cash funds	£39,766.81	£44,026.57

Investments (if any)		
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Money owed to the WI (if any)	Rent for use of hall by Southern Health Bitterne	£481.25	0.00
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Other Assets (if any)		
WI owned hall	Insurance Value	£1,120,321.00
Hall stage sound and lighting system		£118,024.00
Hall furniture and kitchen equipment		£118,024.00

Liabilities (if any)		

Approved by the trustees (Committee members) and signed on their behalf			
Signature	Name	Date	
	Pat Cashin	5th May 2024	President
	Carole Deacon	5th May 2024	Treasurer

Independent financial examiner's initials	
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Section C                      Notes to the Financial Statement

**C1 Funds receive and paid as agent**  
*Complete this section with total amounts received and paid over to the federation in the year*

	Receipts this year £	Payments this year £	Any balance held at year end £
Federation/NFWI share of subscription	2116.00	1142.85	0
Federation event bookings by individual members	8.00	8.00	
NFWI and / or federation raffle	30.00	30.00	
Total	2154.00	1180.85	0


**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 funds			
CCLA Interest account funds from Interest to help with building repairs			35000.00
BBI Fund for use for repairs to the hall	1063.20		1063.20
Total	1063.20		36063.20

**C3 Further details of WI Activities / fundraising / other**  
Include additional details that would be helpful to WI members of other readers of the financial statement

	Receipts this year £	Payments this year £
<b>Activities &amp; events (description)</b>		
100 year meal at the South Lawns Hotel	520.00	737.50
Christmas meal at Barton Golf Club	783.00	781.00
Outing for the day to Chawton House by coach	650.00	662.00
<b>Total WI Activities</b>	1953.00	2180.00
<b>WI Fundraising description</b>		
Craft Fair in the Spring of 2023 & 24	646.61	24.00
Membership Raffle at the monthly meetings	366.00	158.11
<b>Total WI fundraising</b>	1012.61	182.11
<b>Grants and Donations</b>		
Gift Aid	478.47	0
Donation by member	1.20	0
<b>Total Grants &amp; donations</b>	479.67	0
<b>Other Income and expenditure</b>		
Salterns Group Events	265.00	290.00
New Forest Show	3.00	60.00
<b>Total other income / expenditure</b>	268.00	350.00

Independent financial examiner's initials



Year: 2023 to 2024

WI	HORDIE	-
Up to date bank balance including uncleared items		
Waiting to be paid into bank		
		£0.00
		£0.00

At 02/05/2024

Year to date receipts and payments

RECEIPTS

	1	2	4	7	8	9	10	11	12		
	Receipts at meetings	Subscriptions WI share	Gift Aid	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising	Bank interest received	Grants & donations	Other income	Total Receipts (excluding funds received as agent)	Receipts paid in to bank but not cleared
TOTAL	452.56	379.50	478.47	53	2265	647.63	1063.70	-	1941.76	7281.12	-

7281 12. WI  
18717 85 HALL  
25998 97

PAYMENTS

	1	2	4	7	8	9	10	11	12		
	WI Meetings (Hall, speakers, etc)	Committee Members' Expenses	Pooling of fares / expenses paid to federation	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising costs	Insurance	Donations made	Other payments	Total Payments (excluding funds paid as agent)	Cheques written but not cleared
TOTAL	1076.18	392.84	1172.85	66.68	2683.25	204	NIL	-	328.56	5924.36	-

5924 36 WI  
16371 - hall  
22295 36

TOTAL RECEIPTS MINUS PAYMENTS (excluding funds received and paid as agent)

Funds received and paid as agent

FUNDS RECEIVED

	3	5	6
	Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
	2116	8	30
Total received as agent	2154		

FUNDS PAID

	3	5	6
	Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
	1142.89	8	30
Total paid as agent	1180.89		

Transfers between accounts

Total receipts and payments do not include transfers to or from savings accounts or funds withdrawals for petty cash as these just move funds between the different bank / petty cash accounts. Petty cash expenditure is included under the relevant payment heading (see petty cash guidelines).

Year to date transfers

Transfers from main account to savings / other account  
Transfers to main account from savings / other account  
Transfers to petty cash account

-	-	-
-	-	-
-	-	-

INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of  
Charity No (if registered)

HORDLE W.I.
229498

WI

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:

P. J. Lacey
P. J. LACEY

Date:

5. May 2024
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Name:

Address:

18 AMBERWOOD DRIVE NALKFORD CHRISTCHURCH BH23 5RU
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FINANCIAL STATEMENT FOR THE PERIOD 1st April 2023 to 31st March 2024

RECEIPTS and PAYMENTS

A1	Receipts	Total	Last Year	A2	Payments	Total	Last Year
	Receipts at meetings	£452.56	£89.38		Meeting Expenses	£1,076.18	£562.86
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	Publications	£53.00	£14.00		Publications	£66.68	£14.00
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(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 subject; and (iii) all branches of agriculture, crafts, home economics, science, health and social welfare;
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(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.

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WI	Hordle
Charity registration no. (if required)	229798 HMRC Charities Reference X36396
Federation	Hampshire



STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDING 31st March 2024

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Less cheques written but not cleared	£10.90/	
Hall accounts for plants		
Less any cheques still uncleared from last year	£0.00	
Reconciled bank balance Lloyds	£3,703.61/	£5,163.20/
Reconciled bank balances BBI Lloyds	£1,063.20/	£0.00/
Deposit/savings account balance	£35,000.00/	£38,837.61/
Petty cash in hand	£0.00	£25.76/
Total cash funds	£39,766.81/	£44,026.57/

Investments (if any)		
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Money owed to the WI (if any)	Rent for use of hall by Southern Health Bitterne	£481.25/	0.00
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Other Assets (if any)		
WI owned hall	Insurance Value	£1,120,321.00/
Hall stage sound and lighting system		£118,024.00/
Hall furniture and kitchen equipment		£118,024.00/

Liabilities (if any)		

Approved by the trustees (Committee members) and signed on their behalf			
Signature	Name	Date	
	Pat Cashin	5th May 2024	President
	Carole Deacon	5th May 2024	Treasurer

Independent financial examiner's initials	
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Section C                      Notes to the Financial Statement

**C1 Funds receive and paid as agent**  
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Federation event bookings by individual members	8.00	8.00	
NFWI and / or federation raffle	30.00	30.00	
<b>Total</b>	<b>2154.00</b>	<b>1180.85</b>	<b>0</b>


**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 funds			
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BBI Fund for use for repairs to the hall	1063.20		1063.20
<b>Total</b>	<b>1063.20</b>		<b>36063.20</b>

**C3 Further details of WI Activities / fundraising / other**  
Include additional details that would be helpful to WI members of other readers of the financial statement

	Receipts this year £	Payments this year £
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<b>Total WI Activities</b>	<b>1953.00</b>	<b>2180.00</b>
<b>WI Fundraising description</b>		
Craft Fair in the Spring of 2023 & 24	646.61	24.00
Membership Raffle at the monthly meetings	366.00	158.11
<b>Total WI fundraising</b>	<b>1012.61</b>	<b>182.11</b>
<b>Grants and Donations</b>		
Gift Aid	478.47	0
Donation by member	1.20	0
<b>Total Grants &amp; donations</b>	<b>479.67</b>	<b>0</b>
<b>Other Income and expenditure</b>		
Salterns Group Events	265.00	290.00
New Forest Show	3.00	60.00
<b>Total other income / expenditure</b>	<b>268.00</b>	<b>350.00</b>

Independent financial examiner's initials



Year: 2023 to 2024

WI	HORDIE	-
Up to date bank balance including uncleared items		
Waiting to be paid into bank		
		£0.00
		£0.00

At 02/05/2024

Year to date receipts and payments

RECEIPTS

	1	2	4	7	8	9	10	11	12		
	Receipts at meetings	Subscriptions WI share	Gift Aid	Publications (Newsletters, diaries & calendars)	Activities & events	WI fundraising	Bank interest received	Grants & donations	Other income	Total Receipts (excluding funds received as agent)	Receipts paid in to bank but not cleared
TOTAL	452.56	379.50	478.47	53	2265	647.63	1063.70	-	1941.76	7281.12	-

7281 12. WI  
18717 85 HALL  
25998 97

PAYMENTS

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TOTAL	1076.18	392.84	1172.85	66.68	2683.25	204	NIL	-	328.56	5924.36	-

5924 36 WI  
16371 - hall  
22295 36

TOTAL RECEIPTS MINUS PAYMENTS (excluding funds received and paid as agent)

Funds received and paid as agent

FUNDS RECEIVED

	3	5	6
	Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
	2116	8	30
Total received as agent	2154		

FUNDS PAID

	3	5	6
	Subscriptions Fed/NFWI share as agent	Federation bookings by individuals as agent	NFWI / Federation raffle - as agent
	1142.89	8	30
Total paid as agent	1180.89		

Transfers between accounts

Total receipts and payments do not include transfers to or from savings accounts or funds withdrawals for petty cash as these just move funds between the different bank / petty cash accounts. Petty cash expenditure is included under the relevant payment heading (see petty cash guidelines).

Year to date transfers	
Transfers from main account to savings / other account	-
Transfers to main account from savings / other account	-
Transfers to petty cash account	-

INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of  
Charity No (if registered)

HORDLE W.I.
229498

WI

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Respective responsibilities of trustees and examiner

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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

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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:

P. J. Lacey
P. J. LACEY

Date:

5. May 2024
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Name:

Address:

18 AMBERWOOD DRIVE NALKFORD CHRISTCHURCH BH23 5RU
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