



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' annual report for the period

**Period start date** 01.10.22

**Period end date** 30.09.23

**Charity name:** Mercia and North Wales Area of NAFAS

**Charity registration number:** 518603

## Objectives and activities

	<b>SORP reference</b>	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance public education in the art of flower arranging and related subjects
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The education, training & qualifying of Demonstrators, Judges, Speakers. Holding of Area exhibits and competitions, lectures and/or courses in the practice and art of flower arranging and related topics. Distribution of selected publications. Link between affiliated clubs and NAFAS
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are aware and follow CC guidance relating to public benefit

## Additional information (optional)

You may choose to include further statements where relevant about:

	<b>SORP reference</b>	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

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## Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The following successful education and training days have been held throughout the year:</p> <ul style="list-style-type: none"> <li>• Introduction to Floral Arranging Course</li> <li>• Demonstrators Training and Test NOV 2023</li> <li>• Beginners/Intermediate Flower Arranging Course</li> <li>• Foam Free work shop</li> <li>• Competitors Course</li> <li>• Judges Refresher Day</li> <li>• Club Officers Day</li> </ul> <p>Staging various shows and events for the enjoyment of the furtherance of floral art in its many forms, for our members, whilst providing pleasure and enjoyment for sections of the public.</p> <ul style="list-style-type: none"> <li>• Participation in workshops</li> </ul> <p>In addition the following events were held</p> <ul style="list-style-type: none"> <li>• Flowers, Fun, Friendship and afternoon tea</li> <li>• Presidents Day and Floral Art Competitions.</li> <li>• Members who participated in Zoom demonstrations during lockdown, rewarded with invitation to participate in a photo shoot end of 2022 with 2 of their favourite floral designs and featured in either the Flower Arranging Magazine in Autumn 2023 or NAFAS Calendar 2024 or future publications</li> <li>• Bus trip to National Show at Gloucester showcasing the fantastic floral designs by members throughout the Area of NAFAS in competitive floral competitions, workshops and demonstrations over 3 days</li> </ul>
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Area Constitution to be brought up to date and agreed by 2024 Annual General Meeting A Policies and Procedures Manual to be produced and agreed by 2024 Annual General Meeting
Performance of fundraising activities against objectives set	Para 1.41	Due to lack of member's support, some fundraising activities had to be cancelled
Investment performance against objectives	Para 1.41	
Other		

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## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Total monetary assets at 30.9.2023 £24,956.71 Flower Arranger Account £ 3,275.17
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To enable the organisation to continue its programme, and to function in the event of crisis for 18months
Amount of reserves held	Para 1.22	£17,747.50
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Less support from membership and wider public, increasing costs and difficulty in replacing retiring Officers and Trustees

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Affiliations fees from Members Clubs (decreasing year on year)
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Less support from membership and wider public, increasing costs and difficulties in replacing Officers and Trustees.
Other		

## Structure, governance and management

Description of charity's trusts:	SORP reference	
Type of governing document: for example, <a href="#">trust deed</a> , <a href="#">memorandum and articles of association etc</a>	Para 1.25	Mercia & North Wales Area of NAFAS Constitution 2007 ( updated constitution to be adopted Nov 2024)
How is the charity constituted? for example <a href="#">limited company</a> , <a href="#">unincorporated association</a> , <a href="#">CIO</a>	Para 1.25	Trustees are aware and follow CC guidance relating to public benefit
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Nominated members – elected by Area Council/Committee

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and administrative details

Charity name	Mercia and North Wales Area of NAFAS
Other name the charity uses	
Registered charity number	518603
Charity's principal address	Oakleaf Wollaston Shrewsbury Shropshire SY5 9DN

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Eleanor Davies	Chairman		
2	Carron White	Vice Chairman		
3	Penelope Harrison	Secretary		
4	Sheila Jones	Treasurer		
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Corporate trustees – names of the directors at the date the report was approved

Director name	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

## Additional information (optional)

### Names and addresses of advisers (optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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**Declarations**

The company has taken advantage of the small companies’ exemption in preparing the report above.

The trustees declare that they have approved the trustees’ report (including directors’ report) above.

Signed on behalf of the charity’s trustees/directors

<b>Signature(s)</b>	<b>Eleanor Davies</b>	
<b>Full name(s)</b>	Eleanor Davies	
<b>Position (for example Secretary, Chair, etc)</b>	Chairman	
<b>Date</b>	1.10.2023	

## MERCIA & NORTH WALES AREA OF NAFAS

### Balances b/f 1st October 2022

Cash in Hand/Stock	£	262.50	
Lloyds Trustee A/c	£	<u>1,925.45</u>	
HEBS Corporate A/C		£ 17,747.50	£ 19,935.45
Flower Arranger Business A/c	£	2,974.84	
Flower Arranger Current A/c	£	194.82	
Cash in Hand		<u></u>	£ 3,169.66

### Area Receipts to 30th September 2023

Affiliation Fees (Member Clubs)			£ 12,709.40
Shows and Events	Area	£ 2,636.50	
	JDE&S	£ 3,645.94	£ 6,282.44
Trading & Publications		<u></u>	£ 945.47
Cards, Diaries & Calendars			£ 391.60
Raffle & Half & Half			£ 302.50
Catering/Refreshments			£ 46.00
Copy of Accounts Request			£ 10.00
National Show - Florilegium			£ 2,102.50
Shrewsbury Show			£ 156.00
Photoshoot			£ 650.00
Bank/Buiding Society Interest			£ 156.20

### Flower Arranger Receipts

Subscriptions	£	5,096.25	
Cash Sales	£	6.00	
Bank Interest	£	<u>32.16</u>	£ 5,134.41

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**£ 51,991.63**

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### Payments to 30th Sept 2023

Magazines	£ 5,022.90	
Expenses		£ 5,022.90

NAFAS Affiliation Fees		£	8,192.45
Shows & Events	Area	£1,860.54	
	JDE&S	£2,640.57	
			£ 4,501.11
Trading & Publications		£	99.40
Cards, Diaries & Calendars		£	523.45
Room Hire		£467.00	
Storage		£540.00	£ 1,007.00
Travel Expenses		£	459.47
Stationery & Postage		£	363.89
Printing		£	127.96
Zoom Annual subscription		£	143.88
Independent Examiner Fee		£	30.00
Club Officers Day		£	255.00
Flowers, Gifts & Donations		£	30.00
Refreshments		£	18.00
National Show - Florilegium		£	1,922.50
Show Costs - Various shows attended		£	89.55
Photoshoot		£	510.33
Website/Email Domain - Pd 2 years 2022			
Insurance		£	87.86
Secretary - Honorarium		£	200.00
Treasurer - Honorarium		£	175.00

Stock in Trade	£	70.50		
Cash & Cheques in Hand	£	3,486.70		
Lloyds Trustee A/c	£	3,495.81		
HEBS Corporate Account	£	<u>17,903.70</u>	£	24,956.71
Barclays				
Flower Arranger Business A/c	£	3,080.35		
Barclays				
Flower Arranger Current A/c	£	194.82		
Flower Arranger Cash in Hand			£	3,275.17

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£ 51,991.63

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Section A

Independent Examiner's Report

Report to the trustees

Mercia & North Wales Area of NAFAS

On accounts for the year  
ended

30.09.2023

Charity no  
(if any)

518603

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30 / 09 / 2023**

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

[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 which gives me cause to believe that in, any material respect:

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: P A Shenton

Date: 20<sup>th</sup> Nov 2023

Name: Mrs P Shenton

Relevant professional  
qualification(s) or body  
(if any):

Address: 28 Gaskell Road

Bucknall

Stoke on Trent, Staffs ST2 9DW

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.**