

theWI Nottinghamshire



**THE NOTTINGHAMSHIRE FEDERATION OF WOMEN'S INSTITUTES
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2024**

The Nottinghamshire Federation of Women's Institutes
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The Nottinghamshire Federation of Women's Institutes
Company Information
For The Year Ended 31 October 2024

Directors

Ms Jennifer Bailey
Ms Helen Ainley
Ms Patricia Freeman
Ms Beryl Northcote
Ms Suzanne Plamping
Ms Wendy Richardson
Dr Helen Rose
Ms Beverley Stuart
Ms Elaine Maiden (co-opted August 2024)
Pauline Redmile (deceased January 2024)

Secretary

Ms Susan Sanderson

Company Number

02758129

Registered Office

Trent Bridge House
Beastmarket Hill
Newark
Nottinghamshire
NG24 1BN

Accountants

Tom Geraghty & Associates
Chartered Accountants and Business Advisors
38 North Gate
Newark
NG24 1EZ

The Nottinghamshire Federation of Women's Institutes
Charity No. 1015139
Directors' Report For The Year Ended 31 October 2024

The directors present their report and the financial statements for the year ended 31 October 2024.

Directors

The directors who held office during the year were as follows:

Ms Jennifer Bailey
Ms Helen Ainley
Ms Patricia Freeman
Ms Beryl Northcote
Ms Suzanne Plamping
Ms Wendy Richardson
Dr Helen Rose
Ms Beverley Stuart
Ms Elaine Maiden (co-opted August 2024)
Pauline Redmile (deceased January 2024)

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

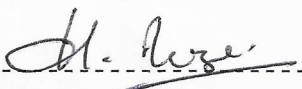
Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.
On behalf of the board



Dr Helen Rose
Director
30/04/2025

The Nottinghamshire Federation of Women's Institutes
Charity No. 1015139
Trustees Report For The Year Ended 31 October 2024

TAR REPORT 2024

In 2023/2024, after approval of delegates at our Annual Meeting in March 2024, the Trustees commenced the sale of Trent Bridge House, the Federation Headquarters.

We have a Trustee team of nine members, having welcomed a new Trustee and had the sad death of one member during the past year. As Trustees, we still have the responsibility of keeping our headquarters maintained and in good repair until the house is sold. The flat roof and side wall were both repaired with redecoration of the Trent Room. It has taken many hours by Trustees, staff and volunteers to prepare the property for sale, with the removal and sale of items no longer required.

The Trustees take overall responsibility for the administration of the Federation.

Federation policy documents continue to be reviewed and updated, with the adoption of NFWI policies where necessary.

We keep our finances in good order and have kept costs to a minimum:

Our updated office systems and increased use of cloud storage has reduced paper filing and allowed better access to information when working remotely.

To stimulate event sales, we now offer members the additional facility to book and pay online with TryBooking.

The Hornblower newsletter is available in both a digital and paper format.

We continue to promote the use of Microsoft Office to WI Officers to further their communication with the Federation and other WIs.

We are collaborating with our new Accountant, Tom Geraghty & Associates, to bring bookkeeping in house.

We support WIs with their accounts by offering an Independent Financial Examiner scheme. We maintain regular contact with the office staff, our Federation Secretary Susan Sanderson, Assistant Secretary Heather Roberts, and Admin Assistant Val Saunders. We extend our sincere thanks to the staff for their continual support to the Trustees and to all members of the Federation.

The Board of Trustees hosted the Federation Annual Meeting at Southwell Minster School. Members enjoyed hearing our National WI Chair, Ann Jones, and learning about the charity work of Operation Orphan. Our afternoon speaker, Gill Thomas, the "One-Armed Sewist" was well received, with a standing ovation from members.

Due to its popularity during the Covid 19 lockdown, we still have the Virtual 'Craft & Chat' Club. We continue fundraising with the 50/50 Club along with the Bulb Scheme, and to organise fundraising events: Christmas Tea at the House, Burns' Lunch, Literary Lunch, County Quiz, a 'Mikron Theatre' performance, County lunch and a Summer lunch.

We have four Teams who report to the Board: Campaigns & Communications; Creative Activities; Sports & Leisure and WI Support. They help to organise training, educational and leisure events for members.

The Campaigns & Communications Team held a Fabric & Craft sale, and their Recycling scheme fundraiser is very popular with members. They organised a Women's Voices Day which included competitions, displays and promotions and hosted an online Resolutions meeting.

Creative Activities Team organised: many craft workshops, a Cream Tea at John Lewis, Watercolour painting, Music Quiz, Felting, Etui Craft project, educational visits, and a craft sale.

Sports & Leisure Team provided many events: Bridge, Bingo, Long Alley Skittles, Rummikub, Croquet and Gliding!

The WI Support Team offered workshops for WI Officers and organised Coffee & Chat meetings throughout the year.

We have promoted the WI here in Nottinghamshire on Facebook, Instagram and on our website. Our Archivist continues with the management and recording of the archives in our possession.

The Federation Chair, Federation Treasurer and Federation Vice-Chair attended virtual National meetings and the virtual National Council meeting. Federation & WI delegates attended the NFWI Annual Meeting 2024 in London. The Trustees and staff have received training, either in person or online. Members supported the Team4U project producing knitted hats, scarves, and gloves which were sent to underprivileged children in Eastern Europe and knitting squares for the "Operation Orphan" project.

PLANS FOR NEXT YEAR

The Federation Trustees, together with the Federation teams, will continue to provide opportunities for training, educational and leisure activities using all methods available. We will encourage members to join one of our Teams or become a Trustee. Once the sale of the property is completed, and until we find suitable premises to purchase, we will move to rented offices. The sale should show an improvement in our financial position in the forthcoming years.

We are very grateful and would like to thank WIs and individuals for sending in donations to the Federation during the past year.

The Nottinghamshire Federation of Women's Institutes
Accountant's Report
For The Year Ended 31 October 2024

In accordance with the engagement letter dated , and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the directors in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the directors the financial statements that we have been engaged to compile, to report to the directors that we have done so, and to state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's directors for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 October 2024 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed



Tom Geraghty

30/04/2025

Tom Geraghty & Associates
Chartered Accountants and Business Advisors
38 North Gate
Newark
NG24 1EZ

**The Nottinghamshire Federation of Women's Institutes
Income and Expenditure Account
For The Year Ended 31 October 2024**

	Notes	2024 £
TURNOVER		101,275
Cost of sales		(27,728)
GROSS SURPLUS		74,547
Administrative expenses		(70,068)
OPERATING SURPLUS		2,479
Surplus on disposal of fixed assets		-
Other interest receivable and similar income		3,057
SURPLUS FOR THE FINANCIAL YEAR		5,536

The notes on pages 6 to 8 form part of these financial statements.

The Nottinghamshire Federation of Women's Institutes
Balance Sheet
As At 31 October 2024

	Notes	2024	
		£	£
FIXED ASSETS			
Tangible Assets	4		368,490
			<u>368,490</u>
CURRENT ASSETS			
Stocks	5	539	
Debtors	6	221	
Cash at bank and in hand		132,706	
		<u>133,466</u>	
Creditors: Amounts Falling Due Within One Year	7	<u>(19,822)</u>	
NET CURRENT ASSETS (LIABILITIES)			<u>113,644</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>482,134</u>
NET ASSETS			<u>482,134</u>
RESERVES			
Revaluation reserve	8		123,822
Restricted Funds			720
Fair value reserve	8		384,077
Income and Expenditure Account			<u>(25,800)</u>
MEMBERS' FUNDS			<u>482,819</u>

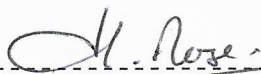
For the year ending 31 October 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

On behalf of the board



Dr Helen Rose
 Director

30/04/2025

The notes on pages 6 to 8 form part of these financial statements.

The Nottinghamshire Federation of Women's Institutes
Notes to the Financial Statements
For The Year Ended 31 October 2024

1. General Information

The Nottinghamshire Federation of Women's Institutes is a registered charity, the charity number is 1015139. The registered office is Trent Bridge House, Beestmarket Hill, Newark, Nottinghamshire, NG24 1BN.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard 102 section 1A Small Entities "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

2.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

2.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold	No depreciation charged
Leasehold	No depreciation charged
Chain of Office	20% Reducing balance
Motor Vehicles	20% Reducing balance
Fixtures & Fittings	15% Reducing balance
Computer Equipment	20% Reducing balance

2.4. Stocks and Work in Progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads. Work-in-progress is reflected in the accounts on a contract by contract basis by recording turnover and related costs as contract activity progresses.

3. Average Number of Employees

Average number of employees, including directors, during the year was: 12

The Nottinghamshire Federation of Women's Institutes
Notes to the Financial Statements (continued)
For The Year Ended 31 October 2024

4. Tangible Assets

	Land & Property				Total
	Freehold	Chain of Office	Fixtures & Fittings	Computer Equipment	
	£	£	£	£	
Cost					
As at 1 November 2023	370,000	2,622	14,799	2,488	389,909
Disposals	-	-	(8,712)	(2,488)	(11,200)
As at 31 October 2024	<u>370,000</u>	<u>2,622</u>	<u>6,087</u>	<u>-</u>	<u>378,709</u>
Depreciation					
As at 1 November 2023	4,933	1,311	12,314	2,488	21,046
Provided during the period	-	-	373	-	373
Disposals	-	-	(8,712)	(2,488)	(11,200)
As at 31 October 2024	<u>4,933</u>	<u>1,311</u>	<u>3,975</u>	<u>-</u>	<u>10,219</u>
Net Book Value					
As at 31 October 2024	<u>365,067</u>	<u>1,311</u>	<u>2,112</u>	<u>-</u>	<u>368,490</u>
As at 1 November 2023	<u>365,067</u>	<u>1,311</u>	<u>2,485</u>	<u>-</u>	<u>368,863</u>

5. Stocks

	2024
	£
Stock	539

6. Debtors

	2024
	£
Due within one year	
Other debtors	221

7. Creditors: Amounts Falling Due Within One Year

	2024
	£
Trade creditors	(1)
Suspension Funds	8,950
Other creditors	10,873
	<u>19,822</u>

8. Reserves

	Revaluation Reserve	Fair Value Reserve
	£	£
As at 1 November 2023	-	384,077
Surplus on revaluation	123,822	-
As at 31 October 2024	<u>123,822</u>	<u>384,077</u>

The Nottinghamshire Federation of Women's Institutes
Detailed Income and Expenditure Account
For The Year Ended 31 October 2024

	2024	
	£	£
TURNOVER		
Subscription donations		47,492
Various Clubs: Sales		2,725
Communications Team: Sales		2,672
Creative Activities: Sales		4,312
Sundry: Sales		445
Sports & Leisure: Sales		8,173
Trustees: Sales		29,287
WI Support Team: Sales		5,169
		100,275
COST OF SALES		
Opening stock and work in progress	2,047	
Communications Team: Cost of service provided	150	
Sports/Leisure: Cost of service provided	4,338	
Trustees: Cost of service provided	11,388	
Creative activities: Cost of service provided	2,892	
WI Support Team: Cost of service provided	865	
Various Clubs: Cost of service provided	6,587	
Closing stock and work in progress	(539)	
		(27,728)
GROSS SURPLUS		72,547
Administrative Expenses		
Wages and salaries	40,111	
Rates	1,653	
Light and heat	1,721	
Water rates	72	
Repairs and maintenance	9,629	
Cleaning	784	
Insurance	3,547	
Printing, postage and stationery	5,449	
Telecommunications and data costs	1,501	
Accountancy fees	1,718	
Legal fees	1,485	
Professional fees	518	
Subscriptions	171	
Bank charges	3	
Depreciation	373	
Sundry expenses	1,333	
		(70,068)
OPERATING SURPLUS		2,479

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