

COMPANY REGISTRATION NUMBER: 02769771

CHARITY REGISTRATION NUMBER: 1016766

Leicestershire and Rutland Federation of Women's Institutes
Company Limited by Guarantee
Unaudited Financial Statements
31 August 2022

JOHNSON MURKETT & HURST

Chartered Accountants
Rawdon House
Rawdon Terrace
Ashby de la Zouch
Leicestershire
LE65 2GN

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Financial Statements

Year ended 31 August 2022

	Pages
Trustees' annual report (incorporating the director's report)	1 to 4
Independent examiner's report to the trustees	5
Statement of financial activities (including income and expenditure account)	6
Statement of financial position	7 to 8
Notes to the financial statements	9 to 17

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 August 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 August 2022.

Reference and administrative details

Registered charity name	Leicestershire and Rutland Federation of Women's Institutes
Charity registration number	1016766
Company registration number	02769771
Principal office and registered office	W I House 135 Loughborough Road Leicester LE4 5LQ

The trustees

Mrs G Wignall	
Mrs S Woollard	
Mrs J Kirk	
Mrs L Martin	
Mrs M Geary	
Mrs H Roythorne-Finch	
Mrs G Wooliscroft	
Mrs M Hobbs	
Mrs B Blackburn	
Mrs A Spanswick	
Mrs R Caves	(Appointed 25 May 2022)
Mrs R Heyes	(Appointed 25 May 2022)
Mrs S Lobb	(Appointed 20 July 2022)

Company secretary Mrs L Martin

Independent examiner Mr A W Stant FCA
Rawdon House
Rawdon Terrace
Ashby de la Zouch
Leicestershire
LE65 2GN

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2022

Structure, governance and management

The Leicestershire & Rutland Federation of WIs (LRFWI) represents the WI movement in Leicestershire and Rutland. We have 115 WIs with almost 3,500 members. The LRFWI acts as a conduit between the National Federation and the local WIs.

The Board of Trustees has up to 15 members who are elected every two years by the membership. The elected Trustees may co-opt additional members up to one third of their number. In-house training is offered by the NFWI and is taken up on a regular basis. Subcommittees are appointed by the Board and run events and courses for the members. Each WI sends a delegate to the LRFWI Annual Meeting. The office staff carry out the day to day office work, following decisions made by the Board.

The LRFWI's constitution is set out in its Articles of Association.

Risk Management

The Trustees actively review the risks which LRFWI faces on a regular basis and ensure that controls are in place to provide assurance against fraud and error. The Trustees believe that sufficient and appropriate plans are in place to mitigate against risks so far identified. These plans and procedures are reviewed regularly and systematically and upgraded or amended in the light of current circumstances.

Objectives and activities

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

1. To advance the education of women and girls for the public benefit in all areas, including:

political and social issues - on a local, national and international scale
cultural subjects - such as music and drama
interest areas - including agriculture, crafts, home economics, science and health

2. To promote sustainable development which meets the needs of future generations without compromising those of the present by:

educating people in the conservation of the environment and the responsible use of natural resources
promoting sustainable growth economic growth

3. To advance public health

4. To advance public citizenship by promoting civic responsibility and volunteering

We want the WI to be an organisation of choice, inspiring and enriching the lives of women who wish to play an active role in their communities, widen their horizons and learn new skills. We want every woman in Leicestershire and Rutland to have the opportunity to join the WI and to put into practice the ideals for which we stand.

The Trustees confirm that they have referred to the guidance contained in the Charity's Commission general guidance on public benefit in determining the activities undertaken by the Charity.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2022

Achievements and performance

The beginning of the year saw a gradual recovery from the impact of the Covid 19 pandemic. WI House was reopened and all staff were again working from the House, though in some cases on reduced hours. Our programme of events for members recommenced, initially with walks and other outdoor activities.

We were delighted to be able to hold our Annual Meeting in March in person once again, though numbers were much reduced, and the event was very successful. We also celebrated the Queen's Platinum Jubilee with two events which included a display of Coronation memorabilia and which were very much enjoyed by those who took part. We were able to reinstate the Federation Holiday and over one hundred members enjoyed a week in Torquay in January. Many of our members have been understandably concerned about the continuing risks of social interaction, and our focus for all of these events has been to provide opportunities for members to meet and engage with each other and with the Federation, rather than solely fund raising.

Subscriptions were received between May and July with membership numbers broadly similar to 2021 though a number of WIs have closed in the year. Other income was generated from the sale of quizzes and bulbs, from our Monthly Draw and from the NFWI Raffle.

Support to WIs has been provided through our Adviser team which is now much reduced in numbers and has had to focus mainly on suspensions, though Officer Training has been provided and has been well-received by those attending. WIs gradually returned to regular face to face meetings.

Once again, Board and Committee members contributed many hours of voluntary work to support the WIs and our members and our thanks go to them. Committee meetings gradually returned to normal, with occasional use of hybrid and online meetings. Our thanks go particularly to our Federation Secretary who has worked hard throughout the period to support these meetings and to keep basic services open to WIs.

We have kept in touch with members through County News, which is now published online and in paper format, through our website and our Facebook page. We have shared many stories from the WIs of support for their members and the joy of meeting again in person.

The Trustees are responsible for the upkeep of our headquarters, WI House. Roof repairs, window replacement and other essential maintenance work have been carried out. Covid precautions have now been reduced but are kept regularly under review.

Financial review

All money received will be used to meet the charitable aims of the organisation, bearing in mind the trustees' responsibility to maintain the financial stability of the organisation and safeguard the assets. We aim to maintain a sufficient level of reserves to ensure continuity of LRFWI's activities.

Our main sources of funding are membership subscriptions and fundraising.

The accounts show an overall increase in funds for the year of £9,896 before investment gains. Total movement of funds including investment losses show an increase of £8,541.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 August 2022

Plans for future periods

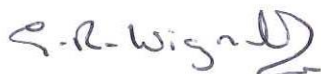
After a considerable reduction in number of WIs and continued lower membership numbers, we will continue to promote the WI and the benefits of membership, and support our WIs and their officers. We will tailor Federation events to the needs of our members and seek to provide a variety of group sizes and activities both indoors and out. We are actively exploring changes to our event booking processes, including online booking and payment for those who wish to do so.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 22/2/23 and signed on behalf of the board of trustees by:

Mrs G Wignall
Trustee



Mrs L Martin
Charity Secretary



Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Leicestershire and Rutland Federation of Women's Institutes

Year ended 31 August 2022

I report to the trustees on my examination of the financial statements of Leicestershire and Rutland Federation of Women's Institutes ('the charity') for the year ended 31 August 2022.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Mr A W Stant FCA
Independent Examiner

Rawdon House
Rawdon Terrace
Ashby de la Zouch
Leicestershire
LE65 2GN

28 February 2023

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 August 2022

		Unrestricted funds £	2022 Restricted funds £	Total funds £	2021 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	41,493	–	41,493	51,652
Charitable activities	6	62,878	–	62,878	6,047
Other trading activities	7	5,879	–	5,879	2,848
Investment income	8	786	–	786	749
Other income	9	1,264	–	1,264	4,246
Total income		<u>112,300</u>	<u>–</u>	<u>112,300</u>	<u>65,542</u>
Expenditure					
Expenditure on raising funds:					
Costs of other trading activities	10	1,248	–	1,248	1,798
Expenditure on charitable activities	11	101,156	–	101,156	55,590
Total expenditure		<u>102,404</u>	<u>–</u>	<u>102,404</u>	<u>57,388</u>
Net income		<u>9,896</u>	<u>–</u>	<u>9,896</u>	<u>8,154</u>
Other recognised gains and losses					
Other gains/(losses)		(1,355)	–	(1,355)	11,693
Net movement in funds		8,541	–	8,541	19,847
Reconciliation of funds					
Total funds brought forward		274,045	12,153	286,198	266,351
Total funds carried forward		<u>282,586</u>	<u>12,153</u>	<u>294,739</u>	<u>286,198</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Statement of Financial Position

31 August 2022

	Note	2022 £	£	2021 £	£
Fixed assets					
Tangible fixed assets	16		9,989		10,573
Investments	17		<u>133,905</u>		<u>134,429</u>
			143,894		145,002
Current assets					
Stocks		883		698	
Debtors	18	2,541		1,397	
Cash at bank and in hand		<u>169,166</u>		<u>152,517</u>	
		172,590		154,612	
Creditors: amounts falling due within one year	19	<u>21,745</u>		<u>13,416</u>	
Net current assets			<u>150,845</u>		<u>141,196</u>
Total assets less current liabilities			<u>294,739</u>		<u>286,198</u>
Net assets			<u>294,739</u>		<u>286,198</u>
Funds of the charity					
Restricted funds			12,153		12,153
Unrestricted funds			<u>282,586</u>		<u>274,045</u>
Total charity funds	22		<u>294,739</u>		<u>286,198</u>

For the year ending 31 August 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position
continues on the following page.

The notes on pages 9 to 17 form part of these financial statements.

Leicestershire and Rutland Federation of Women's Institutes

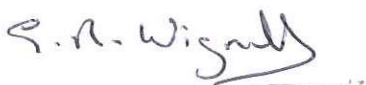
Company Limited by Guarantee

Statement of Financial Position *(continued)*

31 August 2022

These financial statements were approved by the board of trustees and authorised for issue on 22/2/23
and are signed on behalf of the board by:

Mrs G Wignall
Trustee



Mrs L Martin
Trustee



Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 August 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is W I House, 135 Loughborough Road, Leicester, LE4 5LQ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2022

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures & Fittings	-	25% straight line
Equipment	-	25% straight line

Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2022

3. Accounting policies *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. Limited by guarantee

The Federation is a company limited by guarantee and not having a share capital.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2022

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Donations				
Donations	956	956	3,625	3,625
Grants				
Government grant income	740	740	9,308	9,308
Subscriptions				
Membership Fees	39,797	39,797	38,719	38,719
	<u>41,493</u>	<u>41,493</u>	<u>51,652</u>	<u>51,652</u>

6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
County Activities	47,829	47,829	4,047	4,047
Committee Activities	15,049	15,049	2,000	2,000
	<u>62,878</u>	<u>62,878</u>	<u>6,047</u>	<u>6,047</u>

7. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Shop income	2,212	2,212	2,035	2,035
Newsletter income	3,667	3,667	813	813
	<u>5,879</u>	<u>5,879</u>	<u>2,848</u>	<u>2,848</u>

8. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Income from cash held in a UK investment portfolio	786	786	749	749

9. Other income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Other income	1,264	1,264	4,246	4,246

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2022

10. Costs of other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Costs of other trading activities - Shop costs	<u>1,248</u>	<u>1,248</u>	<u>1,798</u>	<u>1,798</u>

11. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
County Activities	41,065	41,065	4,549	4,549
Committee Activities	9,821	9,821	555	555
Support costs	<u>50,270</u>	<u>50,270</u>	<u>50,486</u>	<u>50,486</u>
	<u>101,156</u>	<u>101,156</u>	<u>55,590</u>	<u>55,590</u>

12. Net income

Net income is stated after charging/(crediting):

	2022 £	2021 £
Depreciation of tangible fixed assets	<u>584</u>	<u>1,578</u>

13. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,520</u>	<u>2,520</u>

14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	24,004	24,658
Employer contributions to pension plans	303	261
	<u>24,307</u>	<u>24,919</u>

The average head count of employees during the year was 3 (2021: 3). The average number of full-time equivalent employees during the year is analysed as follows:

	2022 No.	2021 No.
Number of staff	<u>3</u>	<u>3</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2022

15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

16. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Equipment £	Total £
Cost				
At 1 September 2021 and 31 August 2022	<u>9,989</u>	<u>22,690</u>	<u>12,947</u>	<u>45,626</u>
Depreciation				
At 1 September 2021	–	22,690	12,363	35,053
Charge for the year	–	–	584	584
At 31 August 2022	<u>–</u>	<u>22,690</u>	<u>12,947</u>	<u>35,637</u>
Carrying amount				
At 31 August 2022	<u>9,989</u>	<u>–</u>	<u>–</u>	<u>9,989</u>
At 31 August 2021	<u>9,989</u>	<u>–</u>	<u>584</u>	<u>10,573</u>

17. Investments

	Cash or cash equivalents £	Other investments £	Total £
Cost or valuation			
At 1 September 2021	34,815	99,614	134,429
Additions	21	810	831
Fair value movements	–	(1,355)	(1,355)
At 31 August 2022	<u>34,836</u>	<u>99,069</u>	<u>133,905</u>
Carrying amount			
At 31 August 2022	<u>34,836</u>	<u>99,069</u>	<u>133,905</u>
At 31 August 2021	<u>34,815</u>	<u>99,614</u>	<u>134,429</u>

All investments shown above are held at valuation.

Leicestershire and Rutland Federation of Women's Institutes

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 August 2022

18. Debtors

	2022	2021
	£	£
Trade debtors	1,329	118
Prepayments and accrued income	1,012	1,079
Other debtors	200	200
	<u>2,541</u>	<u>1,397</u>

19. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	446	254
Accruals and deferred income	2,520	2,520
Social security and other taxes	189	219
Other creditors	18,590	10,423
	<u>21,745</u>	<u>13,416</u>

20. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £303 (2021: £261).

21. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2022	2021
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>740</u>	<u>9,308</u>