

Charity registration number 1042705

Company registration number 02996091 (England and Wales)

**THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees'</b>	Mrs G Wheeler, Chair Mrs D Henderson Mrs H Lewis Mrs L Oldham Mrs M E O'Neill Mrs J Taylor Mrs B Thurgood Mrs J M Turner Mrs C Wolfe Mrs J Bennett Ms G A Booton	(Appointed 14 June 2022)
<b>Charity number</b>	1042705	
<b>Company number</b>	02996091	
<b>Registered office</b>	9 Park Plaza Battlefield Enterprise Park Shrewsbury Shropshire SY1 3AF	
<b>Independent examiner</b>	Dyke Yaxley Limited 1 Brassey Road Old Potts Way Shrewsbury Shropshire SY3 7FA	

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# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

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# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## CHAIRMAN'S STATEMENT

### *FOR THE YEAR ENDED 31 DECEMBER 2022*

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2022 saw us return to a form of normality with our office being open and our staff, Nikki and Debbie, working from the office on a regular basis. Members have been able to visit the office by dropping in and to attend events, training sessions and workshops.

County news has been produced 11 times this year and distributed to WIs via their secretaries, keeping all members up to date with Federation activities and other information. Less paper copies were sent out this year as more members opted to receive it by email.

The Board of Trustees met each month, in person, except for August when they do not meet. We held a very successful Annual Meeting at Theatre Severn on 17 May 2022. It was well attended considering people were still rather reticent to attend large gatherings after the pandemic. The 2021 Annual Meeting Minutes were agreed. The Treasurer then reported on the independently examined 2021 Financial Statements and received approval of the 2021 statements. The governance standing orders were adopted. The Chairman thanked all the Trustees for their hard work for the Federation. Officers remained the same as the previous year. Glenys Wheeler, Chairman, Bridget Thurgood County Treasurer, Hilary Lewis and Margaret O'Neill Vice County Chairmen.

Paula Pierce handed in her resignation following the 2022 Annual Meeting. We were sorry to lose Paula Pierce from Shropshire Board of Trustees but were pleased she remained as a member of various committees within the Federation for a couple of months, after which she stood down. Paula remains a Trustee of National Federation and we continue to wish her every success in the role.

Gilli Booton from Bicton & Oxon WI was co-opted to the Board of Trustees in June of this year. Margaret O'Neill took a sabbatical at the end of July with the intention of returning in January 2023, but, in the event, she returned in December 2022.

To encourage members to get more involved with Federation we decided to refer to our sub-committees as teams in the future. This was cascaded to our WIs, some of whom, also adopted this phraseology.

During the year our sub-teams organised a variety of activities including craft, rambles, farm walks, lunches at Origins and training. Most planned events were able to go ahead with only very few being cancelled due to lack of interest. Some of the most successful days involved trips to the ballet in Birmingham and a faith visit in Liverpool, run by our CCA team. A trip to the RHS Gardens Bridgewater and our regular quiz run by our Sport and Leisure team. A local event to highlight sustainable farming at the Isle Estate, Bicton, run by the Climate Team and an art workshop run by our CHE team. A camping weekend took place in Shropshire in July raised funds for the Harry Johnson Trust. All these events were well supported.

This year saw the return of Shrewsbury Flower Show which enabled our Show Team to exhibit competition entries from WIs around the County. We also had a Climate stall there, to raise awareness of climate change. Unfortunately, the weather was extraordinarily hot, which resulted in the Show footfall being down. Shropshire Federation also had a promotion stall at Burwarton Show and Oswestry Show.

In May, in celebration of the Platinum Jubilee of HM Queen Elizabeth II, we held a 'Picnic in the Park' at the Quarry, Shrewsbury which was attended by the High Sheriff, Selina Graham along with WI members. In July, we also attended the community event for the Queen's Baton Relay, where we had a promotional stand. This turned to sadness in September when SFWI joined the mourning of the death of Her Majesty who was Patron of the WI and had been a longstanding member.

Later in the year SFWI formed a new liaison with Shrewsbury Abbey. This led to them asking us to make a poppy display for the weeks around Remembrance Day. Many members knitted and crocheted poppies which were delivered to County Office where the CHE and Climate Teams, with the help of other members, assembled the exhibit for display. We had very good press coverage with a large photograph being published on the front page of the local press. Following on from this we were invited to attend a craft fair held in the Abbey where we could promote the WI.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## CHAIRMAN'S STATEMENT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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Federation Trustees and Staff engaged with various training and networking activities. Two trustees underwent Trustee training, completing the training programme for the Board. The Federation Secretary and Finance Administrator attended NFWI Teams networking sessions. A meeting was held at County Office, Shrewsbury for four neighbouring Federation County Chairmen and Secretaries to exchange information and ideas. It was at this meeting that we began to realise that Sharepoint would be beneficial to the Federation and we started to make enquiries about setting this up. This was agreed and paid for by the Board in December. Alongside developing Sharepoint, a new website was established ready to launch in the New Year. Thanks go to Gillian Steedman for her design and input, to the digital team and the Federation team for their contributions.

Training workshops were run by the Membership and Training Team for Treasurers, Presidents and Secretaries and Independent Financial Examiners. A briefing session was also held for delegates to discuss their role at the NFWI Annual Meeting. The proposed national resolution 'to raise awareness of the issues facing women and girls with ASD and ADHD' was also discussed.

In October the Chairman and Treasurer attended the National Council meeting with NFWI and other Federations, held via Zoom. This dealt with aspects such as finance and strategic policy. During the meeting we were given the information about the forthcoming Supporter initiatives by NFWI.

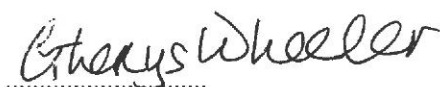
Our team of Independent Financial Examiners scrutinised many finalised WI annual accounts.

We also continued to liaise with the Young Farmers and the NFU.

As a Federation in 2022 we were sorry to lose some WIs; Crifins, Ditton Priors, Ellesmere, The Gorge, and Weston Lullingfields. Throughout 2022, we have received a steady intake of new members spread around the County. Enquiries come through various sources, including websites, emails, social media, and word of mouth. Overall, it has proved to be a very positive year for Shropshire Federation.

Following on from 2022, we hope to roll out Sharepoint to all our WIs which we hope will lighten the administrative load. We also intend to showcase ourselves in the community more, as we rise to the NFWI visions of 'being bold and inspiring' and 'growing and relevant'.

Finally, I would like to thank all the Federation Team and all members of the WI in Shropshire Federation for their hard work and good humour.



.....  
Mrs G Wheeler

**County Chairman**

Date: 28/3/2023 .

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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The Trustees' (who are also directors of the Federation for the purposes of the Companies Act) are pleased to present their annual report and financial statements for the year ended 31 December 2022. Which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: 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)" (effective 1 January 2019).

#### **Objectives and activities**

The principle object of the Federation is to further the purpose of the Women's Institute movement in Shropshire and elsewhere as defined by the constitution.

The Trustees' have paid due regard to guidance issued by the Charity Commission in deciding what activities the Federation should undertake. The trustees consider the objectives and activities of the charity are of a public benefit.

#### **Achievements and performance**

In order to fulfil the objectives of the WI movement, Federation sub committees have organised events, workshops and training for the benefit of members.

For a review of activities, please refer to the Chairman's Statement on page 1 and 2.

#### **Financial review**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Federation has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

#### **Reserves Policy**

Free reserves of the Federation stand at £148,733 (2021: £158,715). The Trustees are aware of the level of free reserves but feel these are reasonable in regard to fulfilling the objectives of the Federation as well as maintaining the county office, and believe that the reserves need to be at least equivalent to the normal annual expenditure.

#### **Structure, governance and management**

The Shropshire County Federation of Womens Institutes is registered as a charitable company limited by guarantee and was constituted under a Memorandum of Association dated 29 November 1994. It is registered in England and Wales Charity Commission, charity number 1042705, and registered with Companies House, number 02996091.

The Trustees', who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs G Wheeler, Chair

Mrs D Henderson

Mrs H Lewis

Mrs L Oldham

Mrs M E O'Neill

Mrs P Pierce

(Resigned 14 June 2022)

Mrs J Taylor

Mrs B Thurgood

Mrs J M Turner

Mrs C Wolfe

Mrs J Bennett

Ms G A Booton

(Appointed 14 June 2022)

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 DECEMBER 2022*

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### **Election of Trustees**

The management of the Federation is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.


The Board of Trustees elect the Chairman, Honorary Treasurer and other offices from their own number.

### **Risk Management**

The Trustees have assessed the major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

There are a number of trustees that have been in place for more than 9 years. The Federation are constantly looking for new trustees, however, given the purpose and objectives of the Federation there is a limited market, making new trustees difficult to find.

The Trustees' report was approved by the Board of Trustees'.



.....  
Mrs G Wheeler, Chair

**Trustee**

Date: 28/3/2023.....

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES' OF THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

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I report to the Trustees' on my examination of the financial statements of The Shropshire County Federation of Women's Institutes (the charity) for the year ended 31 December 2022.

#### Responsibilities and basis of report

As the Trustees' of the charity (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).

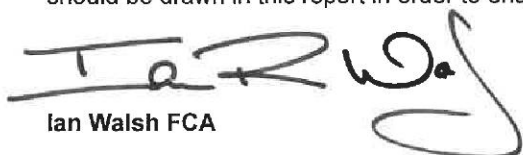
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable 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 that in any material respect:

- 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 financial statements to be reached.



Ian Walsh FCA

Dyke Yaxley Limited  
1 Brassey Road  
Old Potts Way  
Shrewsbury  
Shropshire  
SY3 7FA

Dated: ..... 5 April 2023

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

### Current financial year

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
<b>Income from:</b>					
Donations and legacies	2	63,679	1,515	65,194	65,455
Charitable activities	3	46,667	-	46,667	17,144
Other trading activities	4	6,554	-	6,554	6,344
Investments	5	806	119	925	106
<b>Total income</b>		<u>117,706</u>	<u>1,634</u>	<u>119,340</u>	<u>89,049</u>
<b>Expenditure on:</b>					
Raising funds	6	<u>2,774</u>	<u>-</u>	<u>2,774</u>	<u>2,964</u>
Charitable activities	7	<u>128,698</u>	<u>275</u>	<u>128,973</u>	<u>89,121</u>
<b>Total expenditure</b>		<u>131,472</u>	<u>275</u>	<u>131,747</u>	<u>92,085</u>
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		(13,766)	1,359	(12,407)	(3,036)
Fund balances at 1 January 2022		<u>364,060</u>	<u>7,673</u>	<u>371,733</u>	<u>374,769</u>
<b>Fund balances at 31 December 2022</b>		<u><u>350,294</u></u>	<u><u>9,032</u></u>	<u><u>359,326</u></u>	<u><u>371,733</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

Prior financial year

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
<b><u>Income from:</u></b>				
Donations and legacies	2	61,664	3,791	65,455
Charitable activities	3	17,144	-	17,144
Other trading activities	4	6,344	-	6,344
Investments	5	105	1	106
<b>Total income</b>		<b>85,257</b>	<b>3,792</b>	<b>89,049</b>
<b><u>Expenditure on:</u></b>				
Raising funds	6	2,964	-	2,964
Charitable activities	7	89,096	25	89,121
<b>Total expenditure</b>		<b>92,060</b>	<b>25</b>	<b>92,085</b>
Gross transfers between funds		250	(250)	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(6,553)</b>	<b>3,517</b>	<b>(3,036)</b>
Fund balances at 1 January 2021		370,613	4,156	374,769
<b>Fund balances at 31 December 2021</b>		<b>364,060</b>	<b>7,673</b>	<b>371,733</b>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	12		137,527		140,092
<b>Current assets</b>					
Stocks	13	656		738	
Debtors	14	5,949		7,540	
Cash at bank and in hand		226,339		250,018	
		<u>232,944</u>		<u>258,296</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(10,246)</u>		<u>(25,025)</u>	
Net current assets			<u>222,698</u>		<u>233,271</u>
<b>Total assets less current liabilities</b>			<u>360,225</u>		<u>373,363</u>
<b>Provisions for liabilities</b>	16		<u>(899)</u>		<u>(1,630)</u>
<b>Net assets</b>			<u><u>359,326</u></u>		<u><u>371,733</u></u>
<b>Income funds</b>					
Restricted funds	18		9,032		7,673
<u>Unrestricted funds</u>					
Designated funds	19	62,462		62,985	
General unrestricted funds		<u>287,832</u>		<u>301,075</u>	
			<u>350,294</u>		<u>364,060</u>
			<u><u>359,326</u></u>		<u><u>371,733</u></u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## BALANCE SHEET (CONTINUED)

**AS AT 31 DECEMBER 2022**

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the Trustees' on 28th March 2023.



.....  
Mrs G Wheeler, Chair  
Trustee

Company Registration No. 02996091

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

#### Charity information

The Shropshire Federation of Women's Institutes is a charitable company limited by guarantee and was constituted under a Memorandum of Association dated 29 November 1994. It is registered in England and Wales Charity Commission, charity number 1042705, and registered with Companies House, number 02996091.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: 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)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the Trustees' have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees' continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees' in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees' for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

(Continued)

Membership subscriptions are recognised in the year in which payment is received by the charity, in line with the NFWI accounting policy. The subscription is non-refundable and is therefore accounted for in the year of receipt. Any amounts received after the year end, for example, from joiners during the year, are accounted for in the following financial year as the charity is not aware of these until they are received.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	2% straight line
Fixtures and fittings	10% straight line
Computers	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

#### 1.12 Retirement benefits

Employees of the charity are members of a multi-employer scheme where it is not possible in the normal courses of events to identify the share of underlying assets and liabilities belonging to the individual employers. Therefore, as required by FRS 102, the charitable company accounts for this scheme as if it were a defined contribution scheme.

The pension charge represents the amounts payable by the charitable company to the fund in respect of the year. The pension scheme is in deficit and the charitable company is making additional deficit payments. Under the SORP a provision is required, based on these deficit payments.

#### 1.13 Debtors

Debtors are recognised at the settlement amount due after any discount offered.

#### 1.14 Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

### 2 Donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Donations and gifts	249	1,515	1,764	1,215	3,791	5,006
Affiliation fees	63,430	-	63,430	60,449	-	60,449
	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 3 Charitable activities

	Total funds 2022 £	Total funds 2021 £
Sub-committees: courses and events	28,703	10,839
Publication and stationery	390	378
Recharge County WI's insurance	1,583	1,226
Shropshire County news publications	3,912	4,161
AGM and Federation Council meeting	12,079	540
	<u>46,667</u>	<u>17,144</u>

### 4 Other trading activities

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Shropshire Calendars	3,363	3,189
Claremont Club	889	980
NFWI raffle	607	490
Merchandise	1,695	1,685
	<u>6,554</u>	<u>6,344</u>
Other trading activities	<u>6,554</u>	<u>6,344</u>

### 5 Investments

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Bank interest received	<u>806</u>	<u>119</u>	<u>925</u>	<u>105</u>	<u>1</u>	<u>106</u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 6 Raising funds

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
<u>Trading costs</u>		
Merchandise	945	1,196
Shropshire Calendars	1,330	1,348
Claremont Club	499	420
	<u>2,774</u>	<u>2,964</u>
Trading costs	<u>2,774</u>	<u>2,964</u>

### 7 Charitable activities

	Total funds 2022 £	Total funds 2021 £
Sub-committees: courses and events	24,268	5,863
Publication and stationery	459	393
Affiliation fees	34,176	32,608
Shropshire County news publications	5,669	3,693
Irrecoverable VAT	1,845	1,594
AGM and Federation Council meeting	11,562	1,926
	<u>77,979</u>	<u>46,077</u>
Grant funding of activities (see note 8)	517	250
Share of support costs (see note 9)	47,884	40,991
Share of governance costs (see note 9)	2,593	1,803
	<u>128,973</u>	<u>89,121</u>
<b>Analysis by fund</b>		
Unrestricted funds	128,698	89,096
Restricted funds	275	25
	<u>128,973</u>	<u>89,121</u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 8 Grants payable

	<b>Total funds 2022</b>	Total funds 2021
	£	£
Grants to individuals	517	250
	<u>517</u>	<u>250</u>

### 9 Support costs

	<b>Support costs</b>	<b>Governance costs</b>	<b>2022</b>	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	29,080	-	29,080	24,524	-	24,524
Depreciation	3,490	-	3,490	3,389	-	3,389
Subscriptions	85	-	85	242	-	242
County office expenses	6,568	-	6,568	7,051	-	7,051
Bad debt	7	-	7	(349)	-	(349)
Accountancy fees	3,385	-	3,385	1,545	-	1,545
Insurance	1,692	-	1,692	1,308	-	1,308
Office utilities	3,577	-	3,577	3,002	-	3,002
Staff training	-	-	-	279	-	279
Board expenses	-	998	998	-	353	353
Independent examination	-	1,595	1,595	-	1,450	1,450
	<u>47,884</u>	<u>2,593</u>	<u>50,477</u>	<u>40,991</u>	<u>1,803</u>	<u>42,794</u>
Analysed between						
Charitable activities	<u>47,884</u>	<u>2,593</u>	<u>50,477</u>	<u>40,991</u>	<u>1,803</u>	<u>42,794</u>

The independent examiner's remuneration amounts to an independent examiner fee of £1,595 (2021: £1,450).

### 10 Trustees'

During the year ended 31 December 2022, expenses totalling £1,282 were reimbursed to 11 Trustees (2021 - £656). The amounts outstanding at the year end was £186 (2021: £290).

The expenses were for travel and purchases made on behalf of the Federation during the year.

During the year, no Trustees received any remuneration or other benefits (2021 - £nil).

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 11 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Administration staff	2	2
Trustees (voluntary)	11	11
Total	<u>13</u>	<u>13</u>

### Employment costs

	2022 £	2021 £
Wages and salaries	27,083	26,620
Defined contribution scheme	1,637	2,548
Defined benefit scheme	360	(4,644)
	<u>29,080</u>	<u>24,524</u>

There were no employees whose annual remuneration was more than £60,000.

### 12 Tangible fixed assets

	Leasehold land and buildings £	Fixtures and fittings £	Computers £	Total £
<b>Cost</b>				
At 1 January 2022	165,794	7,622	9,086	182,502
Additions	-	786	139	925
Disposals	-	(212)	(2,552)	(2,764)
At 31 December 2022	<u>165,794</u>	<u>8,196</u>	<u>6,673</u>	<u>180,663</u>
<b>Depreciation and impairment</b>				
At 1 January 2022	26,178	7,622	8,610	42,410
Depreciation charged in the year	3,316	62	112	3,490
Eliminated in respect of disposals	-	(212)	(2,552)	(2,764)
At 31 December 2022	<u>29,494</u>	<u>7,472</u>	<u>6,170</u>	<u>43,136</u>
<b>Carrying amount</b>				
At 31 December 2022	<u>136,300</u>	<u>724</u>	<u>503</u>	<u>137,527</u>
At 31 December 2021	<u>139,616</u>	<u>-</u>	<u>476</u>	<u>140,092</u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

<b>13</b>	<b>Stocks</b>		<b>2022</b>	<b>2021</b>
			£	£
	Finished goods and goods for resale		656	738
			<u>        </u>	<u>        </u>
<b>14</b>	<b>Debtors</b>		<b>2022</b>	<b>2021</b>
	<b>Amounts falling due within one year:</b>		£	£
	Trade debtors		3,561	923
	Other debtors		107	875
	Prepayments and accrued income		2,281	5,742
			<u>        </u>	<u>        </u>
			5,949	7,540
			<u>        </u>	<u>        </u>
<b>15</b>	<b>Creditors: amounts falling due within one year</b>		<b>2022</b>	<b>2021</b>
			£	£
	Trade creditors		1,469	1,600
	Other creditors		1,158	5,160
	Accruals and deferred income		7,619	18,265
			<u>        </u>	<u>        </u>
			10,246	25,025
			<u>        </u>	<u>        </u>
<b>16</b>	<b>Provisions for liabilities</b>		<b>2022</b>	<b>2021</b>
		<b>Notes</b>	£	£
	Retirement benefit obligations	<b>17</b>	899	1,630
			<u>        </u>	<u>        </u>
			899	1,630
			<u>        </u>	<u>        </u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

#### 17 Retirement benefit schemes

##### Defined contribution schemes

The charge to profit or loss in respect of defined contribution schemes was £1637 (2021 - £2548).

##### Defined benefit schemes

The company participates in the scheme, a multi-employer scheme which provides benefits to some 638 non-associated participating employers. The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2020. This valuation showed assets of £800.3m, liabilities of £831.9m and a deficit of £31.6m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme. During the year, the charity contributed £711 (2021: £1,476) towards the deficit.

The assets of the scheme are held separately from those of the charitable company in independently administered funds. The pension charge represents contributions payable by the charitable company to the fund, after adjusting for the movement on the provision amounting to £731 (2021: £4,644).

The amounts included in the balance sheet arising from the charity's obligations in respect of defined benefit plans are as follows:

	2022	2021
	£	£
Present value of defined benefit obligations	899	1,630
Deficit in scheme	899	1,630
Movements in the present value of defined benefit obligations:		
	2022	2021
	£	£
Liabilities at 1 January 2022	1,630	6,274
Movement in year	(731)	(4,644)
At 31 December 2022	899	1,630

The defined benefit obligations arise from plans which are wholly or partly funded.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2021		Movement in funds		Transfers		Balance at 1 January 2022		Movement in funds		Balance at 31 December 2022	
	£	£	Incoming resources	Resources expended	£	£	£	£	Incoming resources	Resources expended	£	£
Denman bedroom fund	472	-	-	-	-	-	472	-	-	-	-	472
Denman travel fund	1,137	-	-	-	-	-	1,137	-	-	-	-	1,137
County bursary fund	1,797	1	1	-	(250)	1,548	119	(250)	119	(250)	(250)	1,417
Ethel Broadhurst memorial fund	750	-	-	(25)	-	725	-	(25)	-	(25)	(25)	700
Suspended institutes	-	3,791	3,791	-	-	3,791	1,515	-	1,515	-	-	5,306
	4,156	3,792	3,792	(25)	(250)	7,673	1,634	(275)	1,634	(275)	(275)	9,032

#### *Denman bedroom fund*

Represents monies collected to sponsor a bedroom at Denman. The fund can be used to pay for the furnishing, repairs and maintenance of the bedroom.

#### *Denman travel fund*

Can be used to pay travelling expenses of the members attending Denman.

SFWI are currently awaiting confirmation from the NFWI for future direction to the use of these funds since the charitable objectives of Denman College were changed late last year.

#### *County bursary fund*

Can be used to pay towards training courses of members of the Shropshire County Federation of Women's Institutes.

#### *Ethel Broadhurst memorial fund*

To be used to give an annual prize to the institute in preparing the best press report during the year.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2022

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**18 Restricted funds**

*Suspended institutes*

Represents monies collected from suspended institutes which is held for 3 years by the Federation to provide back to the institute should it reopen. After the time has elapsed the donation is transferred to unrestricted funds. The fund consists of 2022: £1,515, 2021: £3,611 and 2020: £180

(Continued)

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2021		Movement in funds		Balance at 1 January 2022		Movement in funds		Balance at 31 December 2022	
	£	£	Incoming resources	Transfers	£	£	Incoming resources	Resources expended	£	£
Rainy day fund	1,835	-	-	-	1,835	-	-	-	-	1,835
NFWI raffle fund	1,747	490	490	(1,087)	1,150	607	(200)	(930)	627	627
Denman bursary fund	500	-	-	(500)	-	-	-	-	-	-
Office fund	60,000	-	-	-	60,000	-	-	-	-	60,000
Denman bedroom fund	100	-	-	(100)	-	-	-	-	-	-
	<u>64,182</u>	<u>490</u>	<u>490</u>	<u>(1,687)</u>	<u>62,985</u>	<u>607</u>	<u>(200)</u>	<u>(930)</u>	<u>62,462</u>	

### Rainy day fund

To be used, at the discretion of the Executive Committee, for helping institutes who are in trouble financially.

### NFWI raffle fund

A raffle is held each year and it is at the discretion of the Trustees how to spend the net proceeds. An adjustment has been made in the expenditure figure above to better reflect the carried forward position of the fund, which represents the bursaries which are paid from the proceeds of the raffle.

### Denman bursary fund

This fund represents monies set aside by trustees to provide courses at Denman. This fund was released into general funds in the prior year, since the charitable objectives of Denman College were changed.

**THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**19 Designated funds**

**(Continued)**

*Office fund*

This fund represented the cash proceeds from the sale of the prior office in 2013 which was designated for the purchase of new office equipment in 2014. During the year a balance was transferred into unrestricted funds to cover the cost of the additions to the property during the year, and the balance is being held to cover future capital additions.

*Denman bedroom fund*

This fund represents monies set aside by trustees to sponsor a bedroom at Denman. The fund can be used to pay for the furnishings, repairs and maintenance of the bedroom. This fund was released into general funds in the prior year, since the charitable objectives of Denman College were changed.

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

### 20 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 December 2022 are represented by:						
Tangible assets	137,527	-	137,527	140,092	-	140,092
Current assets/(liabilities)	213,666	9,032	222,698	225,598	7,673	233,271
Provisions and pensions	(899)	-	(899)	(1,630)	-	(1,630)
	<u>350,294</u>	<u>9,032</u>	<u>359,326</u>	<u>364,060</u>	<u>7,673</u>	<u>371,733</u>

# THE SHROPSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 21 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	619	699
Between two and five years	950	1,569
	<u>1,569</u>	<u>2,268</u>

### 22 Related party transactions

#### Transactions with related parties

During the year the charity entered into the following transactions with related parties:

The National Federation of Women's Institute (NFWI), a Federation of which trustee Mrs P Pierce is also a trustee of, were paid £35,836 (2021: £32,608) and the charity received £nil (2021: £420). No amounts were outstanding at the year end (2021: nil).

The Federation paid £71 (2021: £71) to Aroma Tea and Coffee, a business owned by trustee Mrs J M Turner. No amounts were outstanding at the year end (2021: £nil).