



**LINCOLNSHIRE HUMBER FEDERATION OF WOMEN'S INSTITUTES
TRUSTEES ANNUAL REPORT FOR THE PERIOD
1st JANUARY 2023 to 31st DECEMBER 2023
REFERENCE and ADMINISTRATION DETAILS**

Charity name	Lincolnshire Humber Federation of WIs
Other names Charity known by	LHFWI
Registered Charity no	506278
Charities Principal address	10 Queen Street BRIGG North Lincolnshire DN20 8HY

Names of trustees who manage the charity

TRUSTEES	Date	ROLE	Sub-Committee Chairman
Jennifer Nix	All Year		
Valerie Lancaster	All year	Treasurer	
Mavis Reade	All year	Chairman Vice Chairman	Membership LHFWI
Denise Butler	All Year	Asst Treasurer	
Mavis Jarvis	All year	WI Adviser Vice Chairman	Membership
Elizabeth Stephens	All year		Hobbies
Jean Mumby	Resigned 14 th March 2023	WI Adviser Vice Chairman	Membership and temporary editor of Newsletter up to 11 th April 2023
Gill Powell	Resigned 12 th Sept 2023	Climate Ambassador Vice Chairman	Leisure & Learning
Jill Dawson	All Year	Chairman Vice Chairman	Leisure & Learning LHFWI
Trish Hindley	Appointed 11 th April 2023		Hobbies and Newsletter Editor
Eleonore Ransom	All Year		House Officer
Christine Sylvester	All Year	Chairman	LHFWI

The title of 10 Queen Street, Brigg is vested with the Official Custodian for Charities.

NAME of STAFF

The federation trustees are supported by a part-time secretary Gill Chambers who makes sure that the office runs smoothly and queries are answered. The office is open on Tuesday, Wednesday and Thursdays only. Contact by post, email and telephone preferred but visits between 10am to 3pm on the above days only.

STRUCTURE, GOVERNANCE and MANAGEMENT

Description of the charity's trusts

Type of governing document	The charity is governed by the constitution of the NFWI for unincorporated federations dated April 2021.
How the charity is constituted	There are currently 1058 members in 35 institutes(1042 members in 38 institutes 2022)
Trustee selection methods	Trustees are nominated by and from WI members biannually and a vote is taken if needed. The coming years trustees are announced at our Annual General Meeting in March or April.

Trustee training

At the start of their term in office every trustee has to be able to sign an eligibility form as a trustee of a charity and then undertakes an online training course. These courses also have to be completed by existing trustees every two years (their term of office) as changes or new charity laws have to be known. Both the form and the course have been produced by NFWI and is now completed online.

Other linked charities.

The federation is currently composed of the 35 member WIs (registered and unregistered charities) within the federation, to whom we provided events, visits, workshops together with office support, training etc. and a link to NFWI (registered charity).

All trustees give their time voluntarily and received no remuneration or other benefits.

OBJECTIVES AND ACTIVITIES

Summary of objects as per the governing documents

The objects of the LHFWI are to further the purposes of the Women's Institute organisation throughout the whole county of Lincolnshire as well as elsewhere and nationally.

Summary of the main activities undertaken for the public benefit in relation to these objects

In planning our activities for the year the trustees keep in mind the Charity Commission guidance on public benefit. We organise events, workshops and projects for our members which develop their self-confidence, their empowerment and a "can do" attitude whilst furthering the aims and

Contribution made by volunteers

objectives of the WI.

All trustees of the federation, sub-committee members as well as all committee members of the 38 WIs are volunteers. So total numbers of volunteers and hours given are substantial and make a big contribution to our communities locally and nationally.

Achievements and performance

1st Quarter of the year

Members voted to select their resolution for presentation at the NAGM to be held at St David's Hall in Cardiff. The resolution was chosen nationally by all members and after the chosen resolution was announced a Zoom meeting was given by NFWI for WIs guidance.

The Federation's Quiz night was organised for March and was very hotly contested with all tables taken.

The 2nd Quarter of the year

Our Annual Federation Day was held at the Memorial Hall, Cleethorpes on the 9th April. We had 3 excellent speakers, two young women who run a forest school where you can really get back to nature, an Olympic and other international sporting events volunteer and finally an historian with a musically illustrated talk on the music halls.

The Leisure and Learning Committee had organised a visit to the National Arboretum but unfortunately this had to be cancelled due to low take up.

The King Charles Coronation Tea Party was held at Great Limber Village Hall in June. The food at the party was excellent and also lots of samples of different chocolates sent around by our speaker. One or two of us could remember the last Coronation tea party in 1952!

This year's venue for the NAGM was Cardiff and was a hybrid meeting. The resolution chosen by members was "Clean Rivers" This was discussed with two excellent speakers. The opposing speaker making some excellent arguments which reduced the resolutions majority on being adopted.

The two afternoon speakers were Professor Laura McAllister and Ebony Rainford-Brent MBE who both began their careers playing sport one football and the other cricket. One is now in charge of Womens Football at UEFA and the other is a broadcaster on TV as well as a board member of the England and Wales Cricket Board. Two inspirational speakers.

"Denman at home" courses continue to attract a large following from all over the world and are much appreciated especially during any home isolation as Covid and its variants were still active. At the AGM in Cardiff it was announced that the Charity Commission had agreed to the release of funds for National's plans to make Denman courses free to every member and provide support for Federations events with speakers etc.

The 3rd Quarter of the year.

In July a walkabout quiz at Cleethorpes with an afternoon talk on sea glass, with a chance of making jewellery and 3D pictures. Again this had to be cancelled due to low take up.

A period of time for holidays, parenting and grand parenting duties together with watering the garden.

A Clothes Shuffle was held at WI House, Brigg on 15th July.

September was a busy month starting with a joint effort with the other 2 federations that make up the original county of Lincolnshire with a local historian and Lincolnshire music.

Our “mini” break was to the gardens at Alnwick Castle and to Beamish, a living history museum. This was much enjoyed by all with no accidents in spite of a visit to the Poison Garden! Beamish was joyful and worth a full week of visits as there is so much to see and experience.

The 4th Quarter of the year.

We offered 2 training sessions for both presidents, secretaries and treasurers during this quarter and to show further support we also held an Officers Coffee and Chat session.

2 Craft courses were organised, a candle wreath and lino cutting card making sessions. Both very popular.

Finally a Winter concert with a Ukulele band with seasonal refreshments to start our coming festive celebrations on a happy note.

Throughout the year an Art class was held once a month at Brigg office.

Principle Funding Sources and Underlying performance.

LHFWDI is a membership based organisation, consequently it derives its main source of income from membership subscriptions, from activities organised for members and fundraising events. Increases in membership numbers are financially very important as it relieves pressure on fundraising and the prices charged for events that we arrange.

Subscription numbers of 1058 do not include Haxey and Holton le Clay new members so we have obviously retained and increased membership over the past year. The release of the Denman funds for free courses and bigger and better events provided by the Federation may see this figure sky rocket!

Events and activities organised by the Federation are only making small contributions to our costs and expenditure but these will be continued to be offered at affordable prices.

During the year the Federation has continued fundraising by the club draw, selling bulbs, calendars, merchandise and raffles at events etc.

There is more sharing of institute events and long may this continue.

The federation has and is facing substantial cost increases in light and heat costs together with a further increase in the living wage in this and next April. These factors and the cost of living crisis facing our members are putting considerable strain on our fundraising activities. Unfortunately the spending

of £2,934 on a collapsing wall added considerably to our deficit this year.

Reserves Policy

LHFWI currently requires reserves to allow it to continue to work in the event of a substantial fall in our membership affiliation subscriptions. The trustees consider holding unrestricted reserves equivalent to 6 months expenditure to be necessary.

General Fund

This fund is unrestricted and is used for all charitable purposes without restriction in accordance with the governing documents.

Restricted Funds

This fund is monies from closed WIs which are kept for 3 years for a possible restart of that WI. The remaining 4 institutes are Haxey (£357) Ashby Belles (£148) Appleby (£1100) and Alkborough (£175). Haxey's monies will be paid back to them in 2024.

Future Plans

The coming year will see a continuing emphasis on retaining and increasing membership numbers, especially amongst young women. It is a challenge, home working, flexible working hours, a longer working life and increasing family responsibilities, all make it harder for women. The financial pressure on family time and finances has increased substantially especially during the cost of living crisis. Lets make it known that the WI is there for them after all it is less that £1 a week to spend on yourself and just remember all the benefits that flow from membership.

All institutes and members have shown increasing use of technology, infinite flexibility as well as enthusiasm and mutual support. All should be more than sufficient for the job!

The Federation wish to thank all WI's and their members for all their contributions in time and effort over another extraordinary year!

Never forgetting the objects of the WI, the federation together with NFWI and Denman will continue to provide our members with opportunities. Learning, taking part in the community, campaigning locally and nationally, but above all, for its members – FUN and FRIENDSHIP never more important than now!

LINCOLNSHIRE HUMBER FEDERATION of WOMEN'S INSTITUTES

Charity Number 506278 Unincorporated

RECEIPTS and PAYMENTS ACCOUNT for the YEAR ENDED 31 DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Last Year 2022 £
A1 RECEIPTS				
WI's Affil fees, Gift aid, NAGM etc	14,172		14,172	10,724
Alnwick/Beamish/Hampton Court (2022)	6,571		6,571	11,113
Sale of Goods	59		59	450
Annual Federation Day	1,829		1,829	1,804
Other Events and Fundraising	9,359		9,359	8,393
New and Closed institutes	551	175	726	777
Insurance	1,116	-	1,116	1,004
Donations and interest	100		100	77
Sundries	90	-	90	234
Asset and Investment sales	---		---	---
Total receipts	£33,847	£175	£34,022	£34,576
A3 PAYMENTS				
New Institute repaid and costs	210	777	987	804
Alnwick/Beamish/Hampton Court (2022)	6,126	-	6,126	8,540
NAGM Cardiff/Liverpool	3,388		3,388	1,962
Goods for resale	-	-	-	344
Annual Federation Day	985		985	1,086
Other events incl Fundraising exps	5,107	-	5,107	5,740
Federation costs, training etc	182		182	350
Wages and payroll costs	11,150	-	11,150	10,273
Insurances, utilities & hire	6,250	-	6,250	4,401
Post, stationery, print, tel &IT	1,558	-	1,558	2,107
House costs	4,518	-	4,518	1,710
Travel costs – volunteers	2,209	-	2,209	1,333
Sundries	59	-	59	196
A4 Asset and Investment purchases	-	-	-	-
Total Payments	£41,742	£ 777	£42,519	£38,846
Net of receipts/ (payments)	(£7,895)	(£602)	(£8,497)	(£4,270)
A5 Transfers between funds	£1,384	(£1,384)	-	-
A6 Cash funds at last year end	31,636	3,766	35,402	39,672
Cash funds at this year end	£25,125	£1,780	£26,905	£35,402

STATEMENT OF ASSETS and LIABILITIES as at 31 DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Last year 2022 £
B1 CASH FUNDS				
Barclays – current a/c	15,092	1,780	16,872	25,470
Barclays – No 1 a/c	9,696		9,696	7,456
Barclays – No 2 a/c	2		2	2,151
Cash held	335		335	325
Total Cash funds at the year end	<u>£25,125</u>	<u>£1,780</u>	<u>£26,905</u>	<u>£35,402</u>
B2 Other monetary assets				
NFWI overpayments	167		167	---
Goods for resale	554		554	725
Debtors WI and others	1,496		1,496	1,336
Prepayments	----		----	211
Total	<u>£2,217</u>		<u>£2,217</u>	<u>£2,272</u>
B3 Investment assets			None	None
B4 Assets for Charity's own use				
10 Queen Street, Brigg - Cost	24,789		24,789	24,789
Valuation for Insurance (2014)	117,741		----	----
Computers, equipment & furniture	1,050		1,050	1,150
Total Assets per trustee values	<u>£25,839</u>		<u>£25,839</u>	<u>£25,939</u>
B5 Liabilities				
Haxey and Holton le Clay repayment	917		917	0
Federation Flutter winners	225		225	0
Event costs	22		22	0
Trees to be planted for AFD	0		0	150
NFWI subs to be paid	193		193	761
HMRC and payroll	161		161	105
Gas and electric	0		0	310
House and payroll costs	0		0	197
Total Liabilities	<u>£1,518</u>		<u>£1518</u>	<u>£1,523</u>

**Signed by two of the trustees on
behalf of all the trustees.**

Date of approval


Name

Signed at Board of Trustees meeting

Tuesday 13th February 2024

Christine
Sylvester

Valerie
Lancaster



The title to 10 Queen Street, Brigg is vested with the Official Custodian.

Restricted Funds

At the year end restricted funds were £1780 comprised of the funds of 4 closed institutes. Haxey (£357) which will be repaid in January 2024 on their reopening, Ashby Belles (£148), Appleby (£1100) both closing in 2021. Alkborough closed in April 2023 (£175).

Monies collected on behalf of NFWI

LHFWI collected £14,270 on behalf of NFWI as their portion of the subscription, Pooling of Fares and Observer tickets. We have paid over £14,243 leaving a small net payment of £26 which will be made in February 2023.



Independent Examiner's Report to the trustees of the Lincolnshire Humber Federation of Women's Institutes ("LHFWI").

I report on the accounts for the year ended 31 December 2023 which are set out on pages 1 to 8

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to examine the accounts under section 145 of the 2011 Act; follow the procedures laid down in the General Directions given by the Charity Commissions section 145(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

Basis of examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. As examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

Independent examiner's statement

The accounts comply with the detailed legal requirements for the Trustees Annual Report as set out in The Charities (Accounts and Reports) Regulations 2008.

In connection with my examination, no matter has come to my attention that the requirements below:

- to keep accounting records in accordance with s130 of the 2011 Act; or
- to prepare accounts which accord with these accounting records and to comply with the accounting requirements of the 2011 Act have not been met.

Jean White
20 Poplar Grove
Scotter
Gainsborough
LINCOLNSHIRE

Signature

Date: