



SOUTH YORKSHIRE FEDERATION OF WIs

ANNUAL REPORT

2021 - 2022



**HALL CROSS COTTAGE
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ANNUAL REPORT 2021/2022

Federation Chairman

The Board of Trustees is made up of 11 WI members whose role it is to see the overall running of the Federation. We meet each month with Hybrid Meetings as this allows members with work and family commitments to be able to take part. We have recently upgraded our equipment so that our Meetings allow everyone to be seen and be heard from wherever they are whilst taking part in the meeting.

All our Sub Teams now work in this way and so we hope to encourage more members to join us without having to travel into Doncaster – it also saves on mileage.

Hall Cross Cottage is still open for 3 days each week and our two staff members are always there to give you help and support if needed.

Dorothy Meekins
Federation Chairman

Office and Finance

Many thanks to all of you who have tried to support the Federation as we attempt to get back to some sort of 'normality', and a huge thank you to those WIs who made donations to South Yorkshire Federation.

Although we are a long way from where we want to be, as a Federation we know we are considerably better off than some others who may well find themselves in a position where mergers have to happen. It has been a tough few years for us all but we have two things going for us – we are women and we are strong! We will get there.

A big 'thank you' also to Kirsty and Lesley for their hard work and unfailing smiles. We have a couple of stars in our Office!

Ingrid House
Federation Treasurer

Membership Team

The Membership Sub Team is made up of 3 WI Advisers. Dorothy Meekins, Ingrid House and Sian Holmes. 2 of our WI Advisers have decided to stand down this year. We are still planning to visit every WI every 3 to 4 years for their Annual Meeting.

There are 50 WIs within our Federation with 1940 members that is an increase of 90 members from last year. During 2022 we responded to 140 enquiries from potential new members so hopefully many of them will become WI members.

Sadly we saw the closure of two of our WIs but we are pleased to welcome a new WI in Fulwood with 63 members.

The WI Advisers are always willing to give help and support to all our WIs so please just get in contact with us if any help or advice is needed.

Dorothy Meekins
Membership Team Chair

Activities & Social Team

We are happy to report that the Activities and Social Team have been working hard to organise a varied program for our members in the coming 12 months.

The regular items on the calendar are taking shape, Treasure Trails in early summer and the Quizzes for the first week in October. Venues are always a little tricky for these events, big enough to hold the many ladies who like to attend, parking and of course location. Its easy to keep them in venues we know work but are very aware that it then means that the same people end up travelling, so we have tried this year to explore some new sites. We hope you will continue to support them again this year, both are usually very well attended.

The Craft Club is also proving popular and we appreciate the feedback we have had with regards the sorts of things you would like to learn or improve on in future sessions. Again, we are aware that holding them at Hall Cross Cottage doesn't suit everyone and so we are again exploring ways that we can make the

Craft Club more accessible in other areas. Please look out in News and Views for alternative options.

We have had requests for day trips so we are currently looking into the logistics and costing of that and will keep you informed via News and Views.

Thank you to everyone who has supported any or all of these events in the last 12 months and if you have any ideas for events you would like to see, please come along to the next Activities and Social Team meeting, where you will be made most welcome. If you are unable to attend in person the option of joining us on Zoom is always available.

Activities & Social Team

Current Affairs and Resolutions Team

This newly named team continues to concern itself with a broad and diverse range of topics, affecting not just women, but their families and communities, locally and more widely.

Through our Resolutions process we are in the enviable position of being able to put forward our concerns on topics close to our heart for debate by our peers. Typically, this year's shortlist (selected from a list of over 40, all of which were discussed by representatives from Federations in England and Wales) reflects the diversity of our membership's interests – national water supply, the lives of women tea workers, online gambling harm and clean rivers for people and wildlife.

In January every year individual members have the opportunity to vote on the short list in preparation for the next part of the discussion and selection process. When the final resolution is adopted, NFWI Public Affairs put their experience and expertise into promoting the Resolution both within and beyond the WI. If you have not yet seen the materials produced for use by WIs and their members, I heartily recommend you log into My WI and have a look at them.

The Resolutions process takes a little short of a year, from initial submission to the voting in of one Resolution at the Annual Meeting. The Resolutions themselves, however, are not just for a year. They are longstanding campaigns, very often well known to the general public. In the past we called for more midwives, encouraged talk about organ donation, equal pay and AIDS awareness. Currently, our campaigns focus on fair trade, ending modern slavery and violence towards women, greater support for mental health issues and improving the diagnosis of ADHD and Autism in women and girls. The WI is a fellowship of more than 190,000 women, but through its members' commitment to the Resolution process, it has an impact on the lives of so many more people in our community and beyond. So thank you for continuing this long-established WI tradition by exercising your privilege of voting for this year's Resolution.

Thank you, too, to the many of you who supported the committee's Environment Day last year. The speakers, refreshments and venue were excellent, but what made it special was that it came after such a long period of isolation. It was good to be among friends and not having to think too hard about keeping two metres between us. This year we are hoping to put on a full day event in the autumn, with a variety of speakers, talking on a breadth of topics with an Asian connection. We have deliberately reduced the ticket price and moved the event to a Saturday to be more inclusive and sensitive to member's personal circumstances. Just recently, in response to a suggestion from a WI member in our region, we are investigating how we could have a presence at local Pride events. Current Affairs embraces all areas of importance and interest to WI members and it is hoped that the South Yorkshire Federation team's planning will reflect this.

Susan Webster
Co-Chair of Current Affairs & Resolutions Team



South Yorkshire Federation of Women's Institute		Charity No (if any)	513917
Annual accounts for the period			
1 October 2021	To	30 September 2022	

Section A Statement of financial activities

Guidance Notes

Recommended categories by activity

Incoming resources (Note 3)

Income and endowments from:

- Donations and legacies
- Charitable activities
- Other trading activities
- Investments
- Separate material item of income
- Other

Total

Resources expended (Note 6)

Expenditure on:

- Raising funds
- Charitable activities
- Separate material item of expense
- Other

Total

Net income/(expenditure) before investment gains/(losses)

Net gains/(losses) on investments

Net income/(expenditure)

Extraordinary items

Transfers between funds

Other recognised gains/(losses):

Gains and losses on revaluation of fixed assets for the charity's own use

Other gains/(losses)

Net movement in funds

Reconciliation of funds:

Total funds brought forward

Total funds carried forward

Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
	£ F01	£ F02	£ F03	£ F04	£ F05
S01	-	-	-	-	-
S02	67,569	-	-	67,569	56,329
S03	-	-	-	-	-
S04	21	-	-	21	1
S05	-	-	-	-	-
S06	-	-	-	-	-
S07	67,590	-	-	67,590	56,330
S08	-	-	-	-	-
S09	67,565	-	-	67,565	57,078
S10	-	-	-	-	-
S11	-	-	-	-	-
S12	67,565	-	-	67,565	57,078
S13	25	-	-	25	- 748
S14	-	-	-	-	-
S15	25	-	-	25	- 748
S16	-	-	-	-	-
S17	-	-	-	-	-
S18	-	-	-	-	-
S19	-	-	-	-	-
S20	25	-	-	25	- 748
S21	139,511	-	-	139,511	140,259
S22	139,536	-	-	139,536	139,511

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Section B

Balance sheet

Guidance Notes

	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
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Fixed assets

Intangible assets (Note 15)
Tangible assets (Note 14)
Heritage assets (Note 16)
Investments (Note 17)
Total fixed assets

B01	-	-	-	-	-
B02	101,123	-	-	101,123	101,283
B03	-	-	-	-	-
B04	-	-	-	-	-
B05	101,123	-	-	101,123	101,283

Current assets

Stocks (Note 18)
Debtors (Note 19)
Investments (Note 17.4)
Cash at bank and in hand (Note 24)
Total current assets

B06	3,946	-	-	3,946	3,911
B07	590	-	-	590	767
B08	-	-	-	-	-
B09	34,633	-	-	34,633	34,270
B10	39,169	-	-	39,169	38,948

Creditors: amounts falling due within one year (Note 20)

B11	756	-	-	756	720
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Net current assets/(liabilities)

B12	38,413	-	-	38,413	38,228
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Total assets less current liabilities

B13	139,536	-	-	139,536	139,511
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Creditors: amounts falling due after one year (Note 20)

B14	-	-	-	-	-
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Provisions for liabilities

B15	-	-	-	-	-
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Total net assets or liabilities

B16	139,536	-	-	139,536	139,511
-----	---------	---	---	---------	---------

Funds of the Charity

Endowment funds (Note 27)
Restricted income funds (Note 27)
Unrestricted funds
Revaluation reserve
Total funds

B17	-	-	-	-	-
B18	-	-	-	-	-
B19	139,536	-	-	139,536	139,511
B20	-	-	-	-	-
B21	139,536	-	-	139,536	139,511

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy

Independent examiner's report to the trustees of South Yorkshire Federation of Women's Institutes

I report on the accounts of the Trust for the year ended 30 September 2022

Respective responsibilities of 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
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an 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

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

N. Goddard

Name:

N Goddard

Relevant professional qualification or body:

FCMA

Address:

6 The Row, Old Cantley, Doncaster DN3 3QJ

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with* the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with* the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

* -Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Not applicable

Disclosure of any uncertainties that make the going concern assumption doubtful;

Not applicable

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

Not applicable

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes*
No* * -Tick as appropriate

Please disclose:

<i>(i) the nature of the change in accounting policy;</i>	
<i>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</i>	
<i>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.</i>	

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes*
No* * -Tick as appropriate

Please disclose:

<i>(i) the nature of any changes;</i>	
<i>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</i>	
<i>(iii) where practicable, the effect of the change in one or more future periods.</i>	

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes*	<input type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

<i>(i) the nature of the prior period error;</i>	
<i>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</i>	
<i>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</i>	

Note 2

Accounting policies

Please complete this note when first reporting under FRS2102. Section 35 of FRS102, requires 3 reconciliations to be presented, if all are applicable.

2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE

Please provide a description of the nature of each change in accounting policy

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Reconciliation of funds per previous GAAP to funds determined under FRS 102

	Start of period £	End of period £
Fund balances as previously stated	139,511	139,536
<i>Adjustments:</i>		

Fund balance as restated	<u>139,511</u>	<u>139,536</u>
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Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102

	End of period £
Net income/(expenditure) as previously stated	25
<i>Adjustments:</i>	

Previous period net income/(expenditure) as restated	<u>25</u>
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Note 2

Accounting policies

2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

Recognition of income	<p>These are included in the Statement of Financial Activities (SoFA) when:</p> <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legacies	<p>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).</p> <p>Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.</p>	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Government grants	The charity has received government grants in the reporting period	Yes	No	N/a
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	Yes	No	N/a
		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donated services and facilities	Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Support costs	The charity has incurred expenditure on support costs.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Settlement of insurance	Insurance claims are only included in the SoFA when the general income recognition	Yes	No	N/a
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Settlement of insurance claims criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Investment gains and losses This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.3 EXPENDITURE AND LIABILITIES

Liability recognition Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Governance and support costs Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Grants with performance conditions Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Grants payable without performance conditions Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Redundancy cost The charity made no redundancy payments during the reporting period.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Deferred income No material item of deferred income has been included in the accounts.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Creditors The charity has creditors which are measured at settlement amounts less any trade discounts

Provisions for liabilities A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

Basic financial instruments The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

2.4 ASSETS

Tangible fixed assets for use by charity These are capitalised if they can be used for more than one year, and cost at least

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

They are valued at cost.

Intangible fixed assets The depreciation rates and methods used are disclosed in note 9.2. The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

They are valued at cost.

Heritage assets The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

They are valued at cost.

Investments Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments

Stocks and work in progress Stocks held for sale as part of non-charitable trade are measured at the lower of cost or net realisable value.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

Debtors Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Current asset The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and

**Current asset
investments**

cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

		✓
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They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
		✓

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM
THOSE ABOVE**

Note 3

Analysis of income

Analysis		Unrestricted	Restricted	Endowment	Total funds	Prior year
		funds	income funds	funds	£	£
Donations and legacies:	Donations and gifts	-	-	-	-	-
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	-	-	-	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	42,267	-	-	42,267	42,572
	Other	-	-	-	-	-
Total	42,267	-	-	42,267	42,572	
Charitable activities:		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Other trading activities:		-	-	-	-	-
	Other institute income	25,302	-	-	25,302	13,757
	Other	-	-	-	-	-
	Total	25,302	-	-	25,302	13,757
Income from investments:	Interest income	21	-	-	21	1
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	21	-	-	21	1
Separate material item of income:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
	TOTAL INCOME	67,590	-	-	67,590	56,330

Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

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Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

--

Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

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Note 4

Analysis of receipts of government grants

Description	This year £	Last year £
Government grant 1	-	-
Government grant 2	-	-
Government grant 3	-	-
Other	-	-
Total	-	-

Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.

Please give details of other forms of government assistance from which the charity has directly benefited.

Note 6

Analysis of expenditure

	Analysis				
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Expenditure on raising funds:					
Incurring seeking donations	-	-	-	-	-
Incurring seeking legacies	-	-	-	-	-
Incurring seeking grants					
Operating membership schemes and social lotteries					
Staging fundraising events					
Fundraising agents					
Operating charity shops					
Operating a trading company undertaking non-charitable trading activity					
Advertising, marketing, direct mail and publicity	-	-	-	-	-
Start up costs incurred in generating new source of future income					
Database development costs	-	-	-	-	-
Other trading activities					
Investment management costs:					
Portfolio management costs	-	-	-	-	-
Cost of obtaining investment advice					
Investment administration costs	-	-	-	-	-
Intellectual property licencing costs					
Rent collection, property repairs and maintenance charges	-	-	-	-	-
	-	-	-	-	-
Total expenditure on raising funds	-	-	-	-	-
Expenditure on charitable activities					
Total expenditure on charitable activities	67,565	-	-	67,565	57,078
	-	-	-	-	-
Total expenditure on charitable activities	67,565	-	-	67,565	57,078
Separate material item of expense					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Total	-	-	-	-	-
Other					
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Total other expenditure	-	-	-	-	-
TOTAL EXPENDITURE	67,565	-	-	67,565	57,078

Note 11

Paid employees

Please complete this note if the charity has any employees.

11.1 Staff Costs

	This year £	Last year £
Salaries and wages	17,447	16,250
Social security costs	15	52
Pension costs (defined contribution scheme)	1,034	443
Other employee benefits	-	-
Total staff costs	18,496	16,745

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

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Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

TRUE

Band	Number of employees
£60,000 to £69,999	
£70,000 to £79,999	
£80,000 to £89,999	
£90,000 to £99,999	
£100,000 to £109,999	

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity

--

11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	2	2
Governance	-	-
Other	-	-
Total	2	2

Note 14 Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***14.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	100,319	-	-	3,720	104,039
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	100,319	-	-	3,720	104,039

14.2 Depreciation and impairments

**Basis	SL or RB	SL or RB	SL or RB	RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
** Rate				10%		

At beginning of the year	-	-	-	2,756	2,756
Disposals	-	-	-	-	-
Depreciation	-	-	-	160	160
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	2,916	2,916

14.3 Net book value

Net book value at the beginning of the year	100,319	-	-	964	101,283
Net book value at the end of the year	100,319	-	-	804	101,123

14.4 Impairment

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

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Note 18 Stocks

Please complete this note if the charity holds any stock items

18.1 Please state the carrying amount of stock and work in progress analysed between activities.

	Stock		Donated goods		Work in progress
	For distribution	For resale	For distribution	For resale	
	£	£	£	£	£
Charitable activities:					
<i>Opening</i>	3,911	-	-	-	-
<i>Added in period</i>	35	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	3,946	-	-	-	-
Other trading activities:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Other:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Total this year	3,946	-	-	-	-
Total previous year	3,842	-	-	-	-

18.2 Please specify the carrying amount of any stocks pledged as security for liabilities

--

Note 19 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

19.1 Analysis of debtors

Trade debtors

Prepayments and accrued income
Total

This year	Last year
£	£
-	-
-	-
590	767
590	767

Note 20 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	756	720	-	-
Taxation and social security	-	-	-	-
Other creditors	-	-	-	-
Total	756	720	-	-

20.2 Deferred income

Please complete this note if the charity has deferred income.

Please explain the reasons why income is deferred.

Movement in deferred income account

	This year £	Last year £
Balance at the start of the reporting period	-	-
Amounts added in current period	-	-
Amounts released to income from previous periods	-	-
Balance at the end of the reporting period	-	-

	This year £	Last year £
Balance at the start of the reporting period	-	-
Amounts added in current period	-	-
Amounts released to income from previous periods	-	-
Balance at the end of the reporting period	-	-

Note 24 Cash at bank and in hand

	This year £	Last year £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	12,928	17,919
Cash at bank and on hand	21,705	16,351
Other	-	-
Total	34,633	34,270

	This year £	Last year £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	12,928	17,919
Cash at bank and on hand	21,705	16,351
Other	-	-
Total	34,633	34,270