

**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**  
**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**Charity Registration Number: 513932**

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against the tide?

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**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

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FOR THE YEAR ENDED 31 DECEMBER 2022**

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# TEESSIDE FEDERATION OF WOMEN'S INSTITUTES

## TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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The Trustees present their report together with the financial statements of the charity for the year ended 31 December 2022. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the Accounts and comply with the charity's governing document, the Charities Act 2011 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 published in October 2019.

### **Objects, Organisation and Activities**

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

- (a) To advance the education of women and girls for the public benefit in all areas including (without limitation):
  - (i) Local, national and international issues of political and social importance;
  - (ii) Music, drama and other cultural subjects; and
  - (iii) All branches of agriculture, crafts, home economics, science, health and social welfare;
- (b) To promote sustainable development for the public benefit by:
  - (i) Educating people in the preservation, conservation and protection of the environment and the prudent use of natural resources; and
  - (ii) Promoting sustainable means of achieving economic growth and regeneration;
- (c) To advance health for the public benefit; and
- (d) To advance citizenship for the public benefit by the promotion of civic responsibility and volunteering.

"Sustainable development" means development which meets the needs of the present generation without compromising the ability of future generations to meet their needs.

The Women's Institute organisation seeks to give women the opportunity of working together through the Women's Institute organisation in their communities, of developing their capacity and skills, and of putting into practice those ideals for which the Women's Institute organisation stands.

### **Public benefit statement**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

### **Achievements and Performance**

2022 was an extremely busy year when members began to feel confident enough, post pandemic, to return to events.

We began in January with our Mindfulness Day closely followed by an extremely well attended International Day based on Russia at a new venue in Guisborough. The darts competition brought out the usual

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# TEESSIDE FEDERATION OF WOMEN'S INSTITUTES

## TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

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competitive spirit and the walking netball at Thornaby and Saltburn continued to flourish. A new sporting activity was introduced with the Axe Throwing and other games supported by the Scouts. Two guided walks were organised around Hart Village and old Middlesbrough with good support.

Several trips took place throughout the year to Kendal to see the Quaker Tapestries as well as to the Liquorice Festival in Pontefract, The Piece Hall and Shibden Hall in Halifax and the Mansion House and Christmas Markets in York.

A highlight of the year was one of the Calendar Girls, speaking at the Annual Lunch at Middlesbrough Football Club which was well attended and enjoyable.

The quiz was held in two separate venues at each end of the Federation and we also held a Strawberry Afternoon Tea and Christmas Event with a chocolate historian talking about the history of Quality Street.

### **Financial Review**

The attached financial statements show the current state of the finances, which the Committee consider to be sound.

Unrestricted accumulated funds at the Balance Sheet date amount to £73,686 and will be used in the future by the organisation in the furtherance of its objectives.

Reserves are to be maintained at a level sufficient to meet six months' overhead costs of the Federation. In the current and previous years the reserve levels were therefore satisfactory.

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

Teesside Federation of Women's Institutes was established on 20 April 1983 by the National Federation of Women's Institutes, which is a company limited by guarantee (Number 2517690) and is registered with the Charity Commission Number 513932.

The Board of Trustees are elected biennially and appointments and co-options are made on an annual basis. The officers are elected from the elected members of the Board of Trustees. The Annual Meeting is held in late March/early April.

**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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**Charity Reference and Administrative Details**

**Charity registration number** 513932

**Trustees**

Patricia Bolton	Chairman
Lynn Mitchell	Vice-chairman
Debbie Baszynski	Honorary Treasurer
Ann Brown	Assistant Treasurer
Barbara Neal	
Linda Wilson	Resigned January 2022
Anne Godley	Retired March 2022
Diane Falla	
Christina Phillips	

**Independent Examiner**

Trevor Cook FCA  
Baines Jewitt Limited  
Barrington House  
41 – 45 Yarm Lane  
Stockton on Tees  
TS18 3EA

**Bankers**

HSBC  
Albert Road  
Middlesbrough

**Address for correspondence**

WI Office  
St Mary's Centre  
82-90 Corporation Road  
Middlesbrough  
TS1 2RW

**On behalf of the Board of Trustees**

**P A Bolton  
Chairman**

**Date: 15 March 2023**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022 which are set out on pages 5 to 11.

**Responsibilities and basis of report**

As the Charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**T COOK FCA  
Baines Jewitt Limited  
Chartered Accountants  
Barrington House  
41-45 Yarm Lane  
STOCKTON ON TEES  
TS18 3EA**

**Date: 20 March 2023**

**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted Funds		Restricted Funds		Total Funds	
		2022	2021	2022	2021	2022	2021
		£	£	£	£	£	£
<b>Incoming Resources</b>							
Charitable activities	2	27,432	4,588	-	-	27,432	4,588
Activities to generate funds:							
Interest received		523	7	-	-	523	7
Affiliation fees including insurance		9,329	8,432	-	-	9,329	8,432
Donations		204	152	-	-	204	152
Government grants		-	4,180	-	-	-	4,180
Sundry income		1,399	-	24	659	1,423	659
<b>Total Incoming Resources</b>		<b>38,887</b>	<b>17,359</b>	<b>24</b>	<b>659</b>	<b>38,911</b>	<b>18,018</b>
Resources Expended							
Charitable activities	3	34,983	18,657	-	-	34,983	18,657
<b>Total Resources Expended</b>		<b>34,983</b>	<b>18,657</b>	<b>-</b>	<b>-</b>	<b>34,983</b>	<b>18,657</b>
<b>Net Incoming/(Outgoing) Resources Before Transfers</b>		<b>3,904</b>	<b>(1,298)</b>	<b>24</b>	<b>659</b>	<b>3,928</b>	<b>(639)</b>
<b>Gross Transfers Between Funds</b>	10	<b>294</b>	<b>-</b>	<b>(294)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance Brought Forward</b>		<b>69,488</b>	<b>70,786</b>	<b>2,225</b>	<b>1,566</b>	<b>71,713</b>	<b>72,352</b>
<b>Balance Carried Forward</b>		<b>73,686</b>	<b>69,488</b>	<b>1,955</b>	<b>2,225</b>	<b>75,641</b>	<b>71,713</b>

All income and expenditure derive from continuing activities.

The annexed notes on page 7 to 11 form part of these financial statements

**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**BALANCE SHEET  
AS AT 31 DECEMBER 2022**

	Note	2022		2021	
		£	£	£	£
<b>Fixed Assets</b>	<b>6</b>		<b>628</b>		366
<b>Current Assets</b>					
Stock	7		411		515
Debtors and prepayments			2,231		592
National Savings Income Bonds			8,000		8,000
Bank current account			11,229		12,725
Bank deposit accounts			59,689		54,229
			81,560		76,061
<b>Current Liabilities</b>					
Sundry creditors	8		6,547		4,714
			75,013		71,347
<b>Total Net Assets</b>			<b>75,641</b>		<b>71,713</b>
<b>Fund Balances</b>					
Unrestricted Funds	10		73,686		69,488
Restricted Funds	10		1,955		2,225
			75,641		71,713

Approved by the Board of Trustees on 15 March 2023 and signed by:

**P A Bolton**  
Chairman

**D Baszynski**  
Treasurer

The annexed notes on pages 7 to 11 form part of these financial statements

# TEESSIDE FEDERATION OF WOMEN'S INSTITUTES

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1. Summary of significant accounting policies

#### (a) General information and basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### (b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### (c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Investment income is earned through holding assets for investment purposes such as shares. It includes dividends and interest. Interest income is recognised using the effective interest method and dividend income is recognised as the charity's right to receive payment is established.

#### (d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or



**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**3. Charitable Activities - Expenditure**

	<b>Unrestricted</b>		<b>Restricted</b>		<b>Total</b>	
	<b>2022</b>	2021	<b>2022</b>	2021	<b>2022</b>	2021
	<b>£</b>	£	<b>£</b>	£	<b>£</b>	£
Board of Trustees events and publicity	<b>4,143</b>	1,265	-	-	<b>4,143</b>	1,265
AGM and Council Meetings	<b>5,051</b>	250	-	-	<b>5,051</b>	250
Handicrafts, Art and Leisure	<b>3,751</b>	837	-	-	<b>3,751</b>	837
Events and Opportunities	<b>1,579</b>	-	-	-	<b>1,579</b>	-
Public and International Affairs	<b>3,928</b>	168	-	-	<b>3,928</b>	168
Publications and Stationery	<b>515</b>	651	-	-	<b>515</b>	651
Membership	<b>173</b>	2	-	-	<b>173</b>	2
Administration and Governance	<b>15,843</b>	15,484	-	-	<b>15,843</b>	15,484
	<b>34,983</b>	18,657	-	-	<b>34,983</b>	18,657

**4. Staff Costs**

	<b>2022</b>	2021
	<b>No.</b>	No.
The average number of employees throughout the year was:	<u><b>1</b></u>	<u>1</u>

There were no employees who received total employee benefits of more than £60,000.

**5. Independent examiners remuneration**

The independent examiners remuneration amounts to an independent examination fee of £1,200 (2021: £1,200).

**6. Fixed Assets**

	<b>Fixtures &amp; Fittings</b>	<b>Computer Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Net Book Value</b>			
At 1 January 2022	<b>364</b>	<b>2</b>	<b>366</b>
Additions	-	<b>345</b>	<b>345</b>
Depreciation charge for year	<u><b>(54)</b></u>	<u><b>(29)</b></u>	<u><b>(83)</b></u>
<b>Net book value at 31 December 2022</b>	<u><b>310</b></u>	<u><b>318</b></u>	<u><b>628</b></u>
Net book value at 31 December 2021	<u>364</u>	<u>2</u>	<u>366</u>

**7. Stock**

	<b>2022</b>	2021
	<b>£</b>	£
Publications and stationery	<u><b>411</b></u>	<u>515</u>

**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**8. Creditors**

	<b>2022</b>	2021
	£	£
Trade creditors	<b>5,337</b>	3,506
Accruals	<b>1,210</b>	1,208
	<u><b>6,547</b></u>	<u>4,714</u>

**9. Analysis of Net Assets Between Funds**

	Unrestricted	Restricted	Total
	£	£	£
Fixed assets	<b>628</b>	-	<b>628</b>
Cash at bank and on deposit	<b>68,964</b>	<b>1,955</b>	<b>70,919</b>
Other net assets	<b>4,094</b>	-	<b>4,094</b>
	<u><b>73,686</b></u>	<u><b>1,955</b></u>	<u><b>75,641</b></u>

**10. Statement of Funds**

	As at 01.01.2022	Income	Expenditure	Transfer Between Funds	As at 31.12.2022
	£	£	£	£	£
<b>Unrestricted Funds:</b>					
General	<u>69,488</u>	<u><b>38,476</b></u>	<u><b>34,572</b></u>	<u><b>294</b></u>	<u><b>73,686</b></u>
<b>Restricted Funds:</b>					
Denman Travel Fund	1,272	-	-	-	<b>1,272</b>
Barwick Belles	294	-	-	<b>(294)</b>	
Hartburn WI	346	-	-	-	<b>346</b>
Egglescliffe WI	313	-	-	-	<b>313</b>
Yarm WI	<u>-</u>	<u>-</u>	<u>-</u>	<u>24</u>	<u><b>24</b></u>
	<u>2,225</u>	<u>-</u>	<u>-</u>	<u><b>(270)</b></u>	<u><b>1,955</b></u>
	<u><u>71,713</u></u>	<u><u><b>38,476</b></u></u>	<u><u><b>34,572</b></u></u>	<u><u><b>24</b></u></u>	<u><u><b>75,641</b></u></u>

**TEESSIDE FEDERATION OF WOMEN'S INSTITUTES**

**INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2022**

	As at 01.01.2021 £	Income £	Expenditure £	Transfer Between Funds £	As at 31.12.2021 £
<b>Unrestricted Funds:</b>					
General	70,786	17,359	18,657	-	69,488
<b>Restricted Funds:</b>					
Denman Travel Fund	1,272	-	-	-	1,272
Barwick Belles	294	-	-	-	294
Hartburn WI	-	346	-	-	346
Egglescliffe WI	-	313	-	-	313
	<u>1,566</u>	<u>659</u>	<u>-</u>	<u>-</u>	<u>2,225</u>
	<u>72,352</u>	<u>18,018</u>	<u>18,657</u>	<u>-</u>	<u>71,713</u>

**11. Fund Descriptions**

- a) Unrestricted Funds are general funds and they are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.
- b) Restricted Funds are income funds which are to be used in accordance with the specific restrictions imposed by the donor.

Funds held in trust for Women's Institutes which have closed are held in Teesside Federation's bank account for a period of three years after which time, if the Women's Institutes have not reformed, the funds are retained by the Teesside Federation.

**12. Related Party Transactions**

A total of £2,445 was reimbursed to 7 members of the Board of Trustees in the year. These payments were for costs incurred relating to events held. No member of the Board of Trustees has received or is due to receive any remuneration for the year.