

## Romanby Women's Institute

### President's Report, November 2019

Our secretaries have continued their impressive double act by giving us a summary of the year's activities and our treasurers have outlined all our financial dealings and developments throughout this past year. Plainly, this has been a busy time.

This year has also been special as it sees the 80<sup>th</sup> anniversary of the opening of our hall. We have marked this by a programme of significant renewal with new windows, completely new heating system and external maintenance including the replacement of any wood showing signs of decay. Lots of smaller jobs have been done, revarnishing the floor, a new outside light, improved storage under the stage, repositioning the notice board, cupboards in the ladies' toilets, and numerous patching, filling in and repainting following after the heating men. This brings me to the first of the thanks to be offered at this year-end and that is to Laurie Ward and Eric Whitehead. They may well have enjoyed exercising their skills and ingenuity doing invisible mending to cover holes in walls and coming up with schemes to protect pipes but that does not reduce our indebtedness to them for their time and effort.

We must also recognise the helpfulness of the tradespeople who did the major work, Nigel Lightfoot's offer to have his men crawl under the floor so that the pipes were out of sight and didn't need boxing in, the attention New Additions paid to the need to make new windows that would follow the original designs as closely as possible with modern materials and the flexibility of their men in working with Andy Roberts as he and his father painted the outside of the hall and replaced all wood as necessary.

Above all I want to record my thanks to the members of the committee. We have worked well together with good humour, lots of ideas and friendly discussions. I am going to spare their blushes and not do a name check of all the committee but I must mention those 2 who are stepping down: Lisa for organising supper club so smoothly and cheerfully, and Caroline for all her work computerising the hall booking system and above all her drive and determination in sorting out grants and quotations and getting contractors in place for all the work that has been done this year. We are sorry to see them leave the committee.

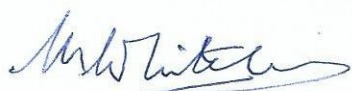
The scarecrow festival went well again despite the dreadful weather on the Saturday morning. Samantha has got the organisation of that event down to a fine art and we recognise our indebtedness to her for providing the initial spark for that event and then for her drive and organisational skills in getting it going and also to David for his graphic design skills and the time he has also given to that project. Samantha is stepping down as hall treasurer having got all our regulars using email for bookings and billing and having computerised the accounts, set us up on Facebook and helped raised our profile in the community. While Pam has set up several Whats App groups to help us keep in touch with each other more easily.

I also have personal thanks for Liz Bushby for getting a grip of the housekeeping, for proving to be a demon knitter of scarecrows and for all the time and energy she has spent with me sorting out the cupboards and drawers and new shelves. Her constant refrain of, 'Yes but, has it EVER been used?' haunts me still.

I hope you all feel that this has been an enjoyable and productive year and that you are looking forward to the next one. Our membership has continued to grow, sadly reduced by the death of Ingrid Cryer, and Angela Craven's ill health means she is unlikely to be able to come to our meetings in future. The WI nationally has had something of a resurgence in recent years and we seem to have benefitted from that. In the North Mowbray group Deighton has closed but a new WI has opened in Scorton. So things change.

In this hall I am aware of the generations of members who founded and maintained the WI and the fundamental changes there have been in the lives of women in the last 100 years. This organisation played a huge part in enfranchising and empowering women and in giving them an independent voice in a way that those pioneers could scarcely dream of. I hope that those early members who raised the funds to build this hall would be pleased with this generation's stewardship.

For each generation the message is, however, the same: this is YOUR WI and it is what YOU make it. Onward and upwards.



Margaret Whitehead, President, Romanby WI

Charity no. 228632

HAL (file copy)

<b>W I</b>	<b>Romanby - Hall Account</b>
<b>Charity registration no (if registered)</b>	<b>228632</b>
<b>Federation</b>	<b>Norh Yorkshire East</b>



**Financial Statement for the year ended**

**30.10.2019**

<b>Receipts</b>	<b>Total £</b>	<b>Last year £</b>	<b>Payments</b>	<b>Total £</b>	<b>Last year £</b>
<b>1. Room Hire</b>	9,252.52	12,548.10	<b>1. General Expenses</b>		
<b>2. Fund Raising Events</b>	5,256.98	1,945.56	Accountant	96.00	96.00
<b>3. Other Items</b>			Gardener	758.41	225.00
Grants and Donations	13,000.00	1,525.00	Postage & Stationery	7.99	
Books	119.23	127.07	<b>2. Premises Payments</b>		
Catering			Cleaner	1,823.05	2,079.70
Interest paid into deposit account	148.99	128.83	Maintenance	1,067.30	338.58
Other - Walking Netball	509.55	243.00	Marketing	508.16	-
			Gas	104.98	158.70
			Electricity	762.72	544.19
			Oil	704.17	1,723.84
			Water	295.59	387.36
			Insurance	1,138.98	814.27
			PRS	316.72	316.73
			<b>4. Other Items</b>		
			Expenses (inc Fundraising)	246.34	405.31
			Refurbishment	30,611.37	2,420.64
			Walking Netball	130.00	
<b>Total Receipts</b>	<b>28,287.27</b>	<b>16,517.56</b>	<b>Total Payments</b>	<b>38,571.78</b>	<b>9,510.32</b>

<b>Restricted funds included in total receipts</b>	<b>0.00</b>	<b>0.00</b>	<b>Restricted funds included in total payments</b>	<b>-</b>	<b>0.00</b>
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Fees collected and paid to Federation

<b>Total Receipts less Total Payments (Surplus/Deficit for the year)</b>	<b>-£</b>	<b>10,284.51</b>
Total funds brought forward from last year	<b>£</b>	<b>28,384.87</b>
<b>Total funds carried forward at this year end</b>	<b>£</b>	<b>18,100.36</b>

<b>Total restricted funds included in total funds above</b>	<b>£0.00</b>
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Note: figures should be entered manually in blue cells

**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.

W I	Romanby - Hall Account
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# Statement of assets and liabilities at the year end

Cash funds		Total £	Last year £
Final bank balance incl uncleared items (from Account book)		£14,485.67	£9,919.17
<b>Reconciliation of final bank balance to bank statement</b>			
Bank statement closing balance at year end	£14,485.67		
Plus amounts paid in but not cleared	£0.00		
Less cheques written but not cleared	£0.00		
Less any cheques still uncleared from last year	£0.00		
<b>Total</b>	<b>£14,485.67</b>		
Deposit / savings account balance		£3,614.69	£18,465.70
Petty cash in hand			
<b>Total cash funds</b>		<b>£18,100.36</b>	<b>£28,384.87</b>
Investments (if any)			

Money owed to the WI (if any)		
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Other assets (if any)	Value (optional)*	Original cost (optional)*
Details: e.g. WI owned hall, other equipment		
Hall	not known	not known


\* cost / value should only be completed if meaningful information is available

Liabilities (if any)	Date due (optional)*	Amount due (optional)*
Details of any money owed: e.g. loans		

\* amount / date due should only be completed if meaningful information available

Approved by the trustees (Committee members) and signed on their behalf

Signature

  
S. Jennings

Name

MARGARET WHITFIELD

Date

17-11-19

President

Treasurer

S. Jennings

17-11-19

Independent financial examiner's initials:

**Details of WI activities and fundraising events**

Use this section to provide further breakdown of receipts and payments here if you consider it useful to the readers of the financial statement. The totals should be the same as the amounts in the financial statement.

	Receipts this year £	Payments this year £
WI activities:		
Total	0.00	0.00

WI Fundraising events:		
Total	0.00	0.00

**Details of restricted funds**

Complete this section if your WI had any restricted funds during the year

	Receipts this year £	Payments this year £	Total balance at year end
Name of restricted fund:			
Total	0.00	0.00	0.00

## INDEPENDENT FINANCIAL EXAMINER'S REPORT

To the Trustees of

Romanby WI - Hall Account

Charity No (if registered)

228632

I report on the Receipts and Payments Accounts set out on the attached Financial Statement for the Hall Account of the above named WI for the year ended 31st October 2018

### Basis of Independent Examiner's Statement

My examination was carried out under section 145 of the Charities Act 2011, 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 such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

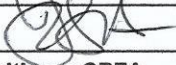
### Independent Examiner's Statement

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 Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

Comments:

Signed:

  
Ian Smithson CPFA

Date: 14th November 2019

Name:

Address:

3 Orchard Court, Romanby, Northallerton, DL7 8DQ

Combined File Copy

WI name  
Charity number (if registered)  
Federation

Romanby
228632
North Yorkshire East



# FINANCIAL STATEMENT

For the period

from 01/11/18

to 31/10/19

## Section A

## Receipts and Payments

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	476.00	454.60	Meeting expenses	814.58	866.90
Subscriptions (WI share)	1,209.51	1,049.75	Committee Members' expenses	34.57	-
Gift Aid	-	-	Pooling of fares / expenses	114.90	108.10
Publications	10.00	-	Publications	10.00	-
Activities & events	135.00	1,279.50	Activities & events	135.00	1,536.01
WI fundraising	-	53.50	WI fundraising	-	-
Interest received					
Paid into current account	-	-	Insurance	42.00	33.00
Paid into deposit account	20.71	21.26			
Grants and donations	181.81	167.33	Donations made	200.00	150.33
Other income	602.45	723.40	Other payments	836.03	900.58
WI-owned hall - total receipts	28,287.27	16,517.56	WI-owned hall - total payments	38,571.78	9,510.32
<b>Total Receipts</b>	<b>30,922.75</b>	<b>20,266.90</b>	<b>Total Payments</b>	<b>40,758.86</b>	<b>13,105.24</b>

A3 Restricted funds included in total receipts			A4 Restricted funds included in total payments		
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Total Receipts less Total Payments (Surplus/Deficit for the year)

- 9,836.11

A5 Total cash funds brought forward from last year (equals last year's total at B1)

33,038.65

A6 Total cash funds carried forward at this year end

23,202.54

A7 Total restricted funds at year end included in total cash funds above

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.

WI name

Romanby

## Section B

## Statement of assets and liabilities at the year end

## B1 Cash funds

		Total £	Last year £
B1.1	Final bank balance as per Account Book, including uncleared items	217.69	
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	16,849.84	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared	136.90	
	Less any cheques still uncleared from last year		
	Total (should equal balance at B1.1)	16,712.94	
B1.3	Savings / deposit account balance	6,313.60	
B1.4	Petty cash in hand		
B1.5	Less any funds held as agent for federation/NFWI, i.e. subscriptions received but not yet paid over enter as a negative amount		
	Total cash funds	6,531.29	

## B2 Investments (if any)

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## B3 Other monetary assets (e.g. any money owed to the WI)

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## B4 Other assets held by the WI

e.g. WI owned hall, other equipment

	Value (optional)*	Original cost (optional)*
WI owned hall		

\* cost / value should only be completed if meaningful information is available

## B5 Liabilities

Payments due immediately but not paid, or due at a future date, e.g. loans

	Date due (optional)*	Amount due (optional)*

\* amount / date due should only be completed if meaningful information available

## Signed on behalf of all the trustees (WI Committee members)

Signature

Name

Date of approval

17.11.19.

President

Margaret Whitehead

Sylvia Cave

17.11.19.

Treasurer

Independent financial examiner's initials:

WI name

Romanby

## Section C

## Notes to the financial statement

### C1 Funds received and paid as agent

Complete this section with total amounts received and paid over to the federation in the year

	Receipts this year	Payments this year	Any balance held at year end
	£	£	£
Federation / NFWI share of subscriptions	1,246.99	1,246.99	
Federation event bookings by individual members	630.00	580.00	50.00
NFWI and / or federation raffle	-	-	
<b>Total</b>	<b>1,876.99</b>	<b>1,826.99</b>	<b>50.00</b>

### C2 Details of restricted funds

Complete this section if the WI had any restricted funds during the year

	Receipts this year	Payments this year	Any balance held at year end
	£	£	£
Name or description of restricted fund:			
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>

### C3 Further details of WI activities /fundraising /other

Include additional details that would be helpful to WI members or other readers of the financial statement

	Receipts this year	Payments this year
	£	£
Activities & events (description)		
<b>Total WI activities</b>	<b>-</b>	<b>-</b>
WI fundraising description)		
<b>Total WI fundraising</b>	<b>-</b>	<b>-</b>
Grants & donations		
<b>Total grants &amp; donations</b>	<b>-</b>	<b>-</b>
Other income / expenditure		
<b>Total other income / expenditure</b>	<b>-</b>	<b>-</b>

Independent financial examiner's initials:

Guidance on completing the WI Financial Statement is available on the My WI website

**INDEPENDENT FINANCIAL EXAMINER'S REPORT**

To the Trustees of

Romanby

WI

Charity number (if registered)

I report on the Receipts and Payments Accounts set out on the attached Financial Statement pages 1-3 for the above named WI for the year ended .....

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The 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.

Having satisfied myself that the charity is eligible for independent examination, 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 Commission under section 145(5)(b) of the 2011 Act; and
- 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, (other than disclosed below\*):

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 Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

*\*Please delete the words in brackets if they do not apply.*

Comments:

Signed:



Date:

14/11/2019

Name: Ian Smithson CPFA

Address: 3 Orchard Court, Romanby, Northallerton, DL7 8DQ