



LINCOLNSHIRE HUMBER FEDERATION OF WOMEN'S INSTITUTES

TRUSTEES ANNUAL REPORT FOR THE PERIOD 1st JANUARY 2022 to 31st DECEMBER 2022

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	Resolutions	
Valerie Lancaster	All year	Treasurer	
Mavis Reade	All year		Chair of Membership
Denise Butler	10/04/22	Asst Treasurer	
Mavis Jarvis	All year	WI Adviser	Vice Chair of Membership
Elizabeth Stephens	10/04/22		Chair of Hobbies team
Jean Mumby	All Year	WI Adviser	Vice Chair of Membership and temporary editor of Newsletter from 09/22
Gill Powell	All year	Climate Ambassador	Vice chair of Leisure and Learning.

Jill Dawson	All Year		Chair of Leisure and Learning
Carol Frankish	Resigned 13/9/2022	Vice Chairman	Joint membership and Newsletter Editor
Eleonore Ransom	All Year		House Officer
Christine Sylvester	All Year	Chairman	

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 has opened this year but with altered opening times. Contact by post, email and telephone preferred but visits between 9am to 3 pm on Tuesday, Wednesday and Thursdays 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 1041 members in 38 institutes(1007 members in 39 institutes 2021)

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 38 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 in North and North East 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 objectives of the WI.

Contribution made by volunteers

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

Our first organised “mini” break of the year was in January up in Edinburgh and was much enjoyed by all inspite of two trips to A&E with thankfully nothing serious.

Members voted to select their resolution for presentation at the NAGM to be held at the M&S Bank arena in Liverpool. The resolution was chosen nationally by all members and after the chosen resolution was announced a local resolution meeting was held in Brigg. This had a very good speaker so delegates were fully briefed from a person with knowledge from years of practical experience.

The Federation’s Quiz night was organised for the 11th March 2022 was very hotly contested with all tables taken.

The 2nd Quarter of the year

Our Annual Federation Day was held at the Engineering UTC in Scunthorpe on the 9th April. We had booked Ann Jones as our speaker and Mary Jess Leaverland on Zoom as well as a duo to end with singing. On the evening before, Ann who was arriving by train, postponed her arrival until the actual day. Train services were still affected by Covid but she arrived with minutes to spare. Also on the previous evening we discovered that all the technical equipment required for our Zoom speaker had been stolen! Several of our trustees with the help of the caretaker using our own equipment tried but no luck. Therefore a frantic scramble for a speaker. We are forever grateful to Michelle Grimbleby a Great British Sewing Bee finalist saved the day and with such aplomb. An unforgettable day for various reasons!

The Queen's Platinum Jubilee Tea Party was held at Great Limber Village Hall on the 29th May 2022. The food for the tea party was excellent and also lots of samples of different chocolates sent around by our speaker. We had our photograph taken with the Queen to take home. One or two of us could remember the first Coronation tea party.

This years venue for the NAGM was Liverpool and was a hybrid meeting. The resolution chosen by members was Autism in Girls being under diagnosed, misdiagnosed and therefore under treated. This was discussed with two excellent speakers and passed very nearly unanimously.

The last meeting of this quarter was suitably entitled "Midsummer Madness" with a walkabout quiz, lunch and games.

"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.

The 3th Quarter of the year.

During the summer several members took to the skies with the help of the local gliding club. Obviously the fearless only!

A period of time for holidays, parenting and grand parenting duties together with watering the garden during the long hot summer that ensued.

The 4th Quarter of the year.

Our first event in this quarter was entitled "Our Green and Pleasant Land" and was a joint effort with the other 2 federations that make up the original county of Lincolnshire. The speaker at the event was Michelle Grimbleby who rescued our Annual

Federation Day.

Our second "mini" break was to Hampton Court Palace and RHS Wisley. We had Shirley Slater, the same guide from 2021 (Zoom) talking about ghosts at Hampton Court but unsure that anyone felt their presence actually at the venue.

Three further events took place within this quarter, Viv Sharland has restarted her popular Art group, a wreath making workshop and a craft workshop producing a decorated candle.

Our "Cracking Christmas Fair" took place at Ulceby village hall this year but was not so well supported. So in the words of Kirsty Allsop "Location, Location Location" together with the current economic circumstances ie energy crisis and inflation all played their part.

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

With the loss of just 1 WI which we did try to restart, we are constantly on the lookout for suitable areas and venues for new WIs. The current economic circumstances as well as global issues has shown members the unquantifiable "value" and "health benefits" of their institutes and numbers of members (now 1041) are growing back to pre Covid levels.

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. Also included are monies given by donors for a specific purpose, monies collected for the Pooling of Fares to fund the transport to the NFWI's Annual Meeting in Liverpool (2023) together with the London hotel refund has now been released back into the unrestricted funds.

Principal Funding Sources and Underlying Performance

LHFWI 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 the pressure of fundraising and the prices charged for events that we arrange.

We thank our member WIs and their members for all their financial contributions as well as all their time and effort given to the federation over another extraordinary year.

Future Plans

The coming year will see an 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 last 3 months but lets make it known that the WIs are there for them.

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!

Never forgetting the objects of the WI, the federation will continue to provide our members with opportunities for 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 2022

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Last Year 2021 £
A1 RECEIPTS				
WI's Affil fees, Gift aid, AGM etc	10,724		10,724	12,224
Hampton Court holiday/Edinburgh(2021)	11,113		11,113	10,720
Sale of Goods	450		450	285
Annual Federation Day	1,804		1,804	380
Other Events and Fundraising	8,393		8,393	8,336
New and Closed institutes	-	777	777	2,491
Insurance	1,004	-	1,004	-
Donations and interest	77		77	1
Job retention scheme	-	-	-	5,934
Sundries	234	-	234	199
A2 Asset and Investment sales	---		---	---
Total receipts	£33,799	£777	£34,576	£40,570
A3 PAYMENTS				
New Institute repaid and costs	70	734	804	151
Hampton Court/Edinburgh holiday(2021)	8,540	-	8,540	10,703
AGM Liverpool/London(virtual 2021)	0	1,962	1,962	120
Goods for resale	344	-	344	47
Annual Federation Day (virtual 2021)	1,086		1,086	600
Other events incl Fundraising exps	5,740	-	5,740	5,096
Federation costs, training etc	350		350	700
Wages and payroll costs	10,273	-	10,273	10,013
Insurances, utilities & hire	4,401	-	4,401	4,681
Post, stationery, print, tel &IT	2,107	-	2,107	1,752
House costs	1,710	-	1,710	1,022
Travel costs – volunteers	1,333	-	1,333	530
Sundries	196	-	196	277
A4 Asset and Investment purchases	-	-	-	-
Total Payments	£36,150	£2,696	£38,846	£35,692
Net of receipts/(payments)	(£2,351)	(£1,919)	(£4,270)	£4,878
A5 Transfers between funds	£3,523	(£3,523)	-	-
A6 Cash funds at last year end	30,464	9,208	39,672	34,794
Cash funds at this year end	£31,636	£3,766	£35,402	£39,672

STATEMENT OF ASSETS and LIABILITIES as at 31 DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Last year 2021 £
B1 CASH FUNDS				
Barclays – current a/c	20,568	3766	25,470	29,775
Barclays – No 1 a/c	7,449		7,456	7,449
Barclays – No 2 a/c	2,149		2,151	2,149
Cash held	299		325	299
Total Cash funds at the year end	<u>£31,636</u>	<u>£3,766</u>	<u>£35,402</u>	<u>£39,672</u>
B2 Other monetary assets				
Goods for resale	725		725	584
Debtors WI and others	1,336		1,336	1,282
Prepayments	211		211	301
Total	<u>£2,272</u>		<u>£2,272</u>	<u>£2,167</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	1,150		1,150	1450
Total Assets per trustee values	<u>£25,939</u>		<u>£25,939</u>	<u>£26,239</u>
B5 Liabilities				
NFWI subs	761		761	-
HMRC payroll	105		105	90
Gas and electric	310		310	189
House costs	197		197	---
Trees to be planted for AFD 10	150		150	---
Total Liabilities	<u>£1,523</u>		<u>£1523</u>	<u>£279</u>

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

Date of approval

Name

Signed at Board of Trustees meeting
Tuesday 14th February 2023

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 £3766 comprised of the funds of 5 closed institutes. Hibaldstow (£1384) closing in 2020 and further closures in 2021 of Haxey (£357), Ashby Belles (£148) and Appleby (£1100). Ulceby closed and reopened and their funds of (£734) have been repaid in January 2022. The pooling of fares scheme operated by NFWI to fund the transport to the AGM which was postponed until June 2021 together with the hotel costs (£2165) for the above postponed AGM, then subsequently became a virtual meeting have been returned. Both have being used to fund the costs of the AGM held in June 2022 at Liverpool.

Monies collected on behalf of NFWI

LHFWI collected £12,436 on behalf of NFWI as their portion of the subscription and have paid over £11,700 leaving a payment of £736 which was made in January 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 2021 which are set out on pages 1 to 7

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

J. M. White

Date 28th February 2022