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Surrey Federation of Women’s Institutes

31st October 2022 Annual Report

Including Financial Review

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|  | **Surrey Federation of WIs**  6 Paris, Parklands, Railton Road, Guildford,  Surrey, GU2 9JX  01483 233230 info@surreyfedwi.org.uk  www.thewi.org.uk/surrey | image001[1] |

**SURREY FEDERATION OF WIs (SFWI)**

**ANNUAL REVIEW 2022**

**TRUSTEES 1 NOVEMBER 2021 to 31 OCTOBER 2022**

**CHAIRMAN**

Carol Gartrell Bagshot Wi/Deepcut & Frimley WI

**VICE CHAIRMEN**

Debbie Playle Old Coulsdon Cupcakes WI

Angie Leach Streatham WI/Surrey Vixens Virtual WI

Jill Mulryan Old Coulsdon WI

**TREASURER**

Sheena Landgraf Caterham Hill WI

**TRUSTEES**

Chris Butterfield Chipstead Evening WI/Surrey Vixens Virtual WI

Hilary Brooks Walton on Thames WI

Jan Jenner\* Maple Village WI

Marion Mitchell Churt WI (Resigned 8 August 2022)

Ann Robertson\* Sanderstead Village WI

Ann Thomas Warlingham Evening WI

Ruth Williams Stoneleigh WI/Cuddington WI/Ewell Court WI

Shirley Wood\* Shalford Evening WI

**FEDERATION SECRETARY**

Karen Whitehead

\* Co-opted

The Surrey Federation of Women’s Institutes is a company limited by guarantee number: 2836301.

Registered with the Charity Commission for England and Wales: 1026988.

Registered office: 6 Paris, Parklands, Railton Road, Guildford, Surrey, GU2 9JX.

**Annual Report of Surrey Federation of WIs**

**November 1st 2021 to October 31st 2022**

1. **Federation Overview**

The decline of Covid-19 in late 2021 heralded the return of the Surrey Federation of WIs (SFWI) to relative normality, with face-to-face board and sub-committee meetings, a programme of events scheduled from late 2021 onwards, both live and via video-conferencing, and a return to the office full-time for the Federation staff team.

With the Federation finances in very good standing at the beginning of the financial year due to prudent management, and with an extremely successful Autumn Federation Meeting (AFM) under the belt, the new year was full of promise. It has turned out to be a year of both achievements and disappointments.

The budget had been based on a predicted reduction in membership numbers. However the loss of existing members was balanced, in the main, by the enrolment of new members, the result being that the number of members was higher than forecast, a total of 7,152 and with 350 dual members as compared with the previous year of 7,200 with 350 dual members, a minimal fall of less than 50. Whilst the number of WIs in the Federation reduced by 3 from 162 to 159, many members of suspended WIs migrated to other WIs.

Although the retreat of Covid-19 has had a positive effect on the Federation, the invasion of Ukraine by Russia has had a significant negative impact on all aspects of the Federation's plans, particularly the value of its investments.

As the year progressed it became increasingly obvious that the participation of members in all aspects of the Federation’s activities was greatly reduced. Member attendance at workshops, events and the Annual Council Meeting (ACM) and (AFM) was substantially down on pre-Covid 19 levels, and many, formerly popular events, had to be cancelled because of insufficient numbers, whether they be face-to-face or virtual.

The Federation believed that it was important to invest in members and therefore both the ACM and AFM returned to Dorking Halls with a full programme of excellent speakers, including Sally Varah (Varah Foundation), Patricia Wiltshire (Forensic Biologist), Sabrina Cohen-Hatton (Firefighter) Nina Barough (Walk the Walk Founder), Lindsey Barrell (Burlesque Bombshells) and A. J. Clark (Yeoman Warder). These events were very much appreciated and enjoyed by the audience, but the attendance figures were very poor. As a consequence, whilst the ACM 2023 will continue to be a live event, the AFM 2023 has been cancelled and plans are afoot for a radical new Autumn event in 2024 which will take into account the needs of all WI members based on feedback from online questionnaires and future visits by a trustee or advisor to every WI in the Federation.

Not only has attendance being disappointing but there has been a significant fall in members taking on roles on committees and as officers in their own WIs, Federation committee chairmanships and trustee appointments. The latter became critical just prior to the ACM 2021 when, with only a week to go, because of the unexpected resignation of some trustees, the Federation crept dangerously close to the minimum number of trustees required to meet its Articles of Association despite great efforts in succession planning. Additionally, in the absence of a trustee accepting a nomination as Federation Chairman, the incumbent Chairman Carol Gartrell, who had reached the end of her three-year term, very reluctantly took on a fourth year. Subsequently the Federation was successful in recruiting three new trustees which returned it to a workable, but still quite a small number.

The Board of Trustees is currently in the process of a radical revision of all aspects of its work. As a first step trustees, both experienced and new, completed the NFWI’s Trustee Training programme. The Federation's Management plan has been thoroughly overhauled and a set of twenty outcomes have been formulated and prioritised, with designated leads and time frames identified. Some outcomes have already been achieved or are in process. Significant amongst those that are well underway include an Office 365 training programme for WIs led by a recently appointed digital administrator. Also underway is a Human Resources review, its aim, to streamline the work of the office and consequently to reduce the workload of trustees to make these and other voluntary roles more attractive to members in future. An overhaul of the sub-committee structure and the workshop and events programmes has also started. A Public Affairs Sub-committee, with a complimentary Climate Advocate and an Equality, Diversity and Inclusion working group have been established and a Publicity Officer appointed.

The Federation has also been proactive in supporting interest groups and in particular offered Surrey Serenaders a substantial bursary to enable them to rebuild their skills and repertoire and to return to performing, an activity that had inevitably been halted by Covid-19. The Federation has also been on the receiving end of the great generosity of a former member. It has been in receipt of a bursary from the estate of the late Joy Morgan, who was an extremely active member of the WI, for which the Federation are most grateful.

1. **Federation Sub-Committees and Working Groups**

The **Events, Leisure, and Fundraising Sub-Committee (ELF)** is responsible for promoting and encouraging member participation in a wide range of educational opportunities, leisure activities and coach excursions and runs a raffle at the ACM and the AFM to raise funds for the Federation.

Initially the committee confined itself to presenting talks via video conferencing. These included ‘*Jail Tales – Memoirs of a Lady Prison Governor’, ‘Life in Number 10’, ‘Women who went to War Disguised as Men’, Burlesque, Me and the WI, ‘Flying Experiences of a Female Drone Pilot’,* and *‘Butlins Holiday Camps, The Rise and Fall of an Empire’.*

In December of 2021, members were finally able to enjoy a coach trip to The Brick Lane Music Hall. Further live events followed including *‘Time for Tea’*, an Annual Supper Quiz, City of London’s Secret Gardens walks, a Croquet session, a Literary Lunch with Gill Thompson and a Mah Jong Refresher-day. It also arranged Speaker Auditions at Betchworth, the first for several years, with the successful speakers being listed in the SFWI Yearbook.

The **Home Economics, Craft and Gardening Sub-Committee’s (HE)** year started with a Cheese Making Workshop delivered by Louise Talbot. Further successful workshops have included a Christmas Craft-day, Cake Decorating, Crochet Courses, a Drop Spindle Spinning Day at NT Dapdune Wharf and a Day Making Music at Merrist Wood College. It is significant that, due to the demise of Denman College, the HE committee has located two new venues at which to run its workshops. This year marked the final time that the Eileen Bowler Competition would run as funding from the legacy has finally run out. There were two schedules designed to celebrate the Platinum Jubilee of the late HM Queen Elizabeth II, *“Queen for the Day”* and a *“Platinum Jubilee Card for Her Majesty”.*

The **Membership Sub-Committee (MsC)** is responsible for the welfare and development of the WIs in the Surrey Federation. It has nine WI Advisers, trained by NFWI who are reappointed annually by the Federation, and recently retired Advisers who give valued support. The formation of new WIs is a key part of a WI Adviser’s work. Three WIs - Fairlands, Stoneleigh Sparrows and Kingston were formed, whilst six WIs were suspended due mainly to being unable to find committee members. MsC members are also attached to Groups within the Federation. They have been actively involved in Group committee meetings, meetings and social events, in person or virtual.

A variety of training sessions for committee members were held via video conferencing as this was preferred by members, whereas Resolution briefing meetings were held both in person and virtual. Over thirty-five WI Annual Meetings and numerous WI committee meetings were attended by MsC members, mainly in person but some via video conferencing. In addition, monthly Adviser chats on various topics were presented, alternating between daytime and evening to ensure all members could attend at least bimonthly. *‘Annual Meetings Made Easy’* information sessions were also offered to all WI committees which took place via video conferencing at the members’ request.

The **Public Affairs Sub-committee** (PA) was formally convened in June 2022. A Chairman and Vice-chairman were elected. Four trustees are now members of the sub-committee. The primary aim of the PA committee is to make NFWI campaigns and resolutions relevant to our wider Surrey WI members and the public, for example, a display at Dorking Halls was aimed at ‘items you did not know you could recycle’ such as coat hangers and blister packs. The *‘See the Signs’* campaign on recognising the symptoms of Ovarian Cancer has been promoted and members have been encouraged to mount laminated posters on the back of public convenience doors.

The **Equality, Diversity and Inclusion (EDI)** agenda, centred around the NFWI policy, which has been developed and disseminated across the Federation. This involved assessing current practice, with a plan to monitor practice going forward to ensure that the Federation upholds the policy and principles it stands for. A talk from Ali Angus, a British woman *‘The Planet, The Church and Me’* about her life and work, presented via video conferencing, was well received. We have worked to produce paperwork in hard copy form for those WIs that require it. The Federation is also developing a network of Digital Ambassadors to help members engage with technology within their WI and to enhance their life-style choices and aid inclusion.

1. **Federation Roles**

The **Federation Archivist** has collected the archives of WIs that have suspended over the last three years and has deposit them at the Surrey History Centre. The archive has also received some fascinating scrapbooks that were shared with members at the AFM.

The Federation’s **Associated Country Women of the World (ACWW)** representative used Surrey WI News (SWIN) as its chief vehicle for the dissemination of information, outlining the changes to the structure of ACWW and new ways of funding grassroot development projects, designed in partnership with local women. Members of the SFWI contributed £625.10 through donations of preloved items at the ACM and AFM. This is in addition to individual WI fundraising events and subscriptions. Some WIs have invited the ACWW representative as a speaker to their meeting to disseminate the work of the organisation and the WIs relationship with it.

The Climate Crisis is high on SFWI’s agenda. Talks were presented by the **Climate Advocate** to two WIs and more are booked, disappointingly a subdued response so far. Federation member volunteers supported a WI stall at the launch of *‘Circular Dorking’* in September alongside other local groups supporting a Climate agenda and were inspired by working alongside such organisations equally concerned about the future. The beautiful and thought-provoking *‘Coat of Hopes’* was shared with members at the AFM, raising the climate agenda in a unique way.

The production of the 2023 **Yearbook** ran smoothly. The editor worked remotely from home using office 365, with office and adviser support. The Yearbook was scheduled to be printed and delivered to the office in early December. All the speakers contacted renewed their entries, bar three, and an audition event resulted in seven successful speakers joining the 2023 Yearbook, despite the list of prospective speakers being very low.

1. **Communications and Publicity and the Public Face of the Federation**

**Social Media** remained ever important, as the Federation continued to strive to be forward-thinking. Regularly posts were made on all three main platforms, engaging with SFWI WIs, other Federations and their WIs and NFWI, as well as outside organisations that share the Federation’s aims and interests. Social media was used to advertise Federation events and to shine the spotlight on some of the great achievements of WIs and members, with the aim of showcasing what a great organisation the WI is, as per the directive from NFWI Chair Ann Jones. It has been most encouraging to note the Federation’s engagement and its following has increased substantially over this period.

**Surrey WI News** (SWIN) continued to develop during the year. There were some ground-breaking front covers – a page of climate change posters designed by artists world-wide, a list of the names of women murdered since Sarah Everard, for which the publishers donated the advertising space on the front cover to a message of support for the violence against women campaign, and those focusing on the death of HM Queen Elizabeth II.

SWIN was congratulated on the Unofficial WI Facebook page for its article dealing with Denman’s sale, the history of the Marcham estate and revealing the name and background of its new owner. The series on bees was also much appreciated.

A welcome trend was an increase in offbeat news stories from WIs, for example, locating a ‘lost’ WI banner in New Zealand. Developing the information contained in brief posts on Facebook also resulted in some informative news items for the magazine. An advertisement placed by a TV antiques expert resulted in a fascinating article about some of the ‘treasures’ she had uncovered in Surrey.

Allowing free rein for WI reports to be submitted on all manner of subjects has paid off. Useful recommendations for places to visit and crafts to try have been forthcoming. Some readers say the WI reports are now the first thing they turn to in the magazine. The editor aims to publish all reports.

Due to Covid-19, 2021 was the first opportunity since 2019 to have a presence at the **Edenbridge and Oxted Show**, the only Agricultural Show in Surrey that took place in the year. The show committee were invited to share space in the popular Flower Show and Trade Stands tent. Surrey Country Markets were also able to join in, making a much-needed contribution to funds, their crafts, preserves and baking being as popular as ever. Having a combined tent was a good call for all concerned as together one large show was created. It was also pleasing to have many competition entries from members who had loyally supported the show and very encouraging to have a significant number of entries from first timers. A series of a workshops and demonstrations also enabled interested visitors to rest a while, learn a new craft and take home their creations. The footfall was continuous, the weather perfect, the talents and skills displayed in all the exhibits amazing and the public support and interest in the WI as strong as ever.

1. **Interest Groups**

The **Camera Group** met regularly throughout the year visiting a variety of outside venues. **Crafty Ladies** have met on alternate months throughout the year to share skills and learn new ones. The **Surrey Serenaders,** havingre-formed in September 2021, have returned to regular rehearsals, appearing at a variety of events including performing the finale of the AFM 2022.

Carol A. Gartrell

Chairman, Surrey Federation of WIs

**FINANCIAL REVIEW OF THE FEDERATION**

**November 2021 to 31 October 2022**

The documents that follow this report are:

i - Extracts from the Statement of Financial Activities and Balance Sheet within the full Statutory Financial Statements for the year ended 31st October 2022;

ii - Comparison of the actual figures for the year to 31 October 2022 against the budget, as it was presented at the ACM in March 2022, without any designated and restricted funds;

iii - Budget for the year to 31 October 2023.

The Statutory Financial Statements include within them the income and expenditure of our main fund as well as all the restricted and designated funds. Restricted and designated funds are those where the money has been put aside for a specific purpose e.g. the friendship fund, where the money can only be used for the assistance of WIs and cannot be used for the day to day running of the Federation. The budget includes only the income to and expenditure from our main funds.

Our overall income for the year was higher than the previous year as we resumed events after Covid-19. Our core income streams of membership subscriptions, Surrey WI News, courses and from the other events mainly increased in the year. Membership income has increased by 3.7% this year. A full year of physical copies of Surrey WI news has seen publication income nearly double this year. The two events held at Dorking Halls this year had low attendance so the income from Federation meetings has decreased, but events like the Brick Lane Music hall, a Day Making Music and many other courses, events and training sessions all lead to an overall increase in income.

Total expenditure increased from that incurred last year. The main reason for this is the increased staffing costs and the costs of running the increased number of events in the year. As the staff have resumed working in the office and we have a fuller program we have seen all office related costs rising, but the increased use of technology these have not yet returned to their pre-Covid level for some areas, e.g. postage and bank charges. We have seen a significant increase this year in the mileage paid out for travel as almost all meetings were held in person, although we continue to hold hybrid or virtual meetings when required. There are negative provisions to the IT and property maintenance funds this year. In the past we have made transfers to a provision fund each year with intention that any relevant costs would be paid from these provisions. This year the provision funds have been reversed, crating negative cost, and any future costs incurred will be accounted for as incurred like other all expenditure of the Federation.

At one point during this year the value of the Federation’s investments returned to values they were pre-Covid-19, but the large falls on the stock market in September and October 2022 meant that the value dropped to show an overall decrease in the year, despite a further £35,000 being invested in the portfolio in the year. The investments paid out over £2,000 more in dividends in the year than last year.

The total Federation Funds show a decrease of £76,667 from the funds held last year, which would have been £5,980, without the losses on investments.

The budget for 2022/23 has been prepared based on a combination of our results in the year ended 31st October 2019, the last pre-Covid year, as well as the result for the year ended 31st October 2022. Each sub-committee saw and agreed their budget before the overall Federation budget was presented to the Board of Trustees. The biggest unknown is still the number of members that will renew their memberships. It appears that our numbers have now begun a slow increase in many WIs, but some might suspend if it is not possible to form a committee. This budget has income for events and training at a similar level to pre-Covid.

Sheena Landgraf

Treasurer, Surrey Federation of WIs

**i Financial Statements for the year ended 31 October 2022**

The Financial Statements, which comprise the Statement of Financial Activities, Balance Sheet and associated notes have been prepared in accordance with the current statutory requirements, the requirements of the company’s governing document and the provisions of the 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 (FRS102) (effective 1 January 2015). The Financial Statements have been independently examined by Bennewith 2018 Limited trading as A J Bennewith & Co.

**Extract from Statement of Financial Activities for the year to 31 October 2022**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **31.10.22** | | | | | | | | | **31.10.21** | | |
|  | **Unrestricted funds** | | | | **Restricted funds** | | **Total funds** | | | **Total funds** | | |
|  | £ | | | | £ | | £ | | | £ | | |
| **INCOME** |  | | | |  | |  | | |  | | |
| Donations, JRS and legacies | 2,488 | | | | 11,760 | | 14,248 | | | 14,452 | | |
| Courses and training | 4,134 | | | | - | | 4,134 | | | 2,701 | | |
| Membership subscriptions | 74,524 | | | | 60 | | 74,584 | | | 71,795 | | |
| Newsletter and publications | 18,576 | | | | - | | 18,576 | | | 9,907 | | |
| Federation meetings | 7,283 | | | | - | | 7,283 | | | 9,471 | | |
| Other trading activities | 16,648 | | | | 3,163 | | 19,811 | | | 12,120 | | |
| Investment income | 26,075 | | | | - | | 26,075 | | | 22,749 | | |
| Other income | 6,614 | | | | - | | 6,614 | | | 5,750 | | |
|  |  | |  | |  |  |  | |  |  | |  |
| **Total** | 156,342 | | | | 14,983 | | 171,325 | | | 148,945 | | |
|  |  | | | |  | |  | | |  | | |
| **EXPENDITURE** |  | | | |  | |  | | |  | | |
| Raising funds | 14,495 | | | | 4,336 | | 18,831 | | | 9,730 | | |
| Courses and training | 5,303 | | | | - | | 5,303 | | | 2,900 | | |
| Newsletter and publications | 12,319 | | | | - | | 12,319 | | | 5,114 | | |
| Federation meetings | 13,533 | | | | - | | 13,533 | | | 8,743 | | |
| Support costs | 117,210 | | | | - | | 117,210 | | | 101,593 | | |
| Governance | 6,073 | | | | - | | 6,073 | | | 5,328 | | |
| Other charitable expenditure | 4,036 | | | | - | | 4,036 | | | 1,247 | | |
|  |  | | |  |  |  |  | |  |  | |  |
| **Total** | 172,969 | | | | 4,336 | | 177,305 | | | 134,655 | | |
|  |  | | | |  | |  | | |  | | |
| Net gains/(losses) on investments | (70,687) | | | | - | | (70,687) | | | 67,634 | | |
|  |  | | |  |  |  |  | |  |  | |  |
| **NET INCOME/(EXPENDITURE)** | (87,314) | | | | 10,647 | | (76,667) | | | 81,924 | | |
|  |  | | | |  | |  | | |  | | |
| **Transfers between funds** | (3,971) | | | | 3,971 | | - | | | - | | |
|  |  | | |  |  |  |  | |  |  | |  |
| **Net movement in funds** | (91,285) | | | | 14,618 | | (76,667) | | | 81,924 | | |
|  |  | | | |  | |  | | |  | | |
| **RECONCILIATION OF FUNDS** |  | | | |  | |  | | |  | | |
| **Total funds brought forward** | 1,178,964 | | | | 14,255 | | 1,193,219 | | | 1,111,295 | | |
|  |  |  | | |  |  |  |  | |  |  | |
| **TOTAL FUNDS CARRIED FORWARD** | 1,087,679 | | | | 28,873 | | 1,116,552 | | | 1,193,219 | | |
|  |  |  | | |  |  |  |  | |  |  | |

**Balance Sheet as at 31 October 2022**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **31.10.22** | | | | | | | | | | **31.10.21** | | |
|  | **Unrestricted funds** | | | | | **Restricted funds** | | **Total funds** | | | **Total funds** | | |
|  | £ | | | | | £ | | £ | | | £ | | |
| **FIXED ASSETS** |  | | | | |  | |  | | |  | | |
| Tangible assets | 338,115 | | | | | - | | 338,115 | | | 345,492 | | |
| Investments | 580,216 | | | | | - | | 580,216 | | | 615,725 | | |
|  |  | | |  | |  |  |  | |  |  | |  |
|  | 918,331 | | | | | - | | 918,331 | | | 961,217 | | |
| **CURRENT ASSETS** |  | | | | |  | |  | | |  | | |
| Stocks | 1,659 | | | | | - | | 1,659 | | | 1,843 | | |
| Debtors | 26,498 | | | | | - | | 26,498 | | | 37,382 | | |
| Cash at bank and in hand | 167,150 | | | | | 28,873 | | 196,023 | | | 230,181 | | |
|  |  | | |  | |  |  |  | |  |  | |  |
|  | 195,307 | | | | | 28,873 | | 224,180 | | | 269,406 | | |
| **CREDITORS** |  | | | | |  | |  | | |  | | |
| Amounts falling due within one year | (25,959) | | | | | - | | (25,959) | | | (37,404) | | |
|  |  | | | |  |  |  |  | |  |  | |  |
| **NET CURRENT ASSETS** | 169,348 | | | | | 28,873 | | 198,221 | | | 232,002 | | |
|  |  | | | |  |  |  |  | |  |  | |  |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** | | 1,087,679 | | | | 28,873 | | 1,116,552 | | | 1,193,219 | | |
|  |  | |  | | |  |  |  |  | |  |  | |
| **NET ASSETS** | 1,087,679 | | | | | 28,873 | | 1,116,552 | | | 1,193,219 | | |
|  |  | |  | | |  |  |  |  | |  |  | |
|  |  | | | | |  | |  | | |  | | |
| **FUNDS** | |  | | | |  | |  | | |  | | |
| Unrestricted funds |  | | | | |  | | 1,087,679 | | | 1,178,964 | | |
| Restricted funds |  | | | | |  | | 28,873 | | | 14,255 | | |
|  |  | |  | | |  |  |  |  | |  |  | |
| **TOTAL FUNDS** |  | | | | |  | | 1,116,552 | | | 1,193,219 | | |
|  |  | |  | | |  |  |  |  | |  |  | |

The full statutory Financial Statements, including the Independent Examiners report, trustees report, directors’ declaration and the notes are available on request from the federation office at 6 Paris, Parklands, Railton Road, Guildford, GU2 9JX, and will be filed at Companies House.

**ii Actual/Budget Comparison for the year to 31 October 2022**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Actual 2021/22** | | | Budget 2021/22 | | |  | **Actual 2021/22** | | Budget 2021/22 | |
|  | **£** | | | **£** | | |  | **£** | | **£** | |
| **Income** |  | | |  | | | **Expenditure** |  | |  | |
|  |  | | |  | | |  |  | |  | |
| **Charitable activities** |  | | |  | | | **Charitable activities** |  | |  | |
| Membership subscription, 7,000 members @£10.10 | 74,523 | | | 70,700 | | | Digital committee including office 365 | 1,486 | | 2,300 | |
| Surrey WI news | 3,044 | | | 3,000 | | | Public affairs committee | 107 | | 400 | |
| Yearbook | 3,213 | | | 1,500 | | | Promotions and other expenses | 846 | | 1,000 | |
| Home Economics committee | 230 | | | 60 | | | Ethnicity, diversity and inclusion | 10 | | - | |
| Treasurer workshops | 104 | | | 200 | | | Publicity and communications | - | | 400 | |
| Membership committee | (1,620) | | | (950) | | | Bursaries | 1,200 | | - | |
| Federation meetings | (7,900) | | | - | | | **Governance costs** |  | |  | |
|  |  | | |  | | | Board of trustees | 3,401 | | 3,250 | |
| **Donations and legacies** |  | | |  | | | National meetings | (1,650) | | 2,350 | |
| NFWI raffle income | 1,016 | | | 1,000 | | | Accountancy | 3,080 | | 2,980 | |
| Donations | 350 | | | - | | |  |  | |  | |
|  |  | | |  | | | **Support costs** |  | |  | |
| **Other trading activities** | | | |  | | | Bank charges | 1,561 | | 1,600 | |
| Event committee | 2,447 | | | 3,960 | | | Wages and staff costs | 68,133 | | 75,000 | |
| Shop income | (294) | | | - | | | Rates and water rates | 3,360 | | 3,300 | |
|  |  | | |  | | | Heat and light | 3,025 | | 3,000 | |
| **Investment income** |  | | |  | | | Cleaning | 179 | | 2,000 | |
| Income from investments | 25,576 | | | 24,000 | | | Business insurance | 1,506 | | 1,800 | |
| Bank interest | 478 | | | 400 | | | Other property expenses | 7,897 | | 4,000 | |
|  |  | | |  | | | Other professional fees | 7,278 | | 7,000 | |
| **Other income** | 5,221 | | | 500 | | | Photocopier lease | 983 | | 1,200 | |
|  |  | | |  | | | Telephone | 4,122 | | 4,500 | |
|  |  | | |  | | | Postage | 3,000 | | 3,500 | |
|  |  | | |  | | | Printing and stationery | 2,006 | | 3,500 | |
|  |  | | |  | | | Other administration expenses | 1,735 | | 4,000 | |
|  |  | | |  | | | Maintenance fund transfer | (6,106) | | 1,000 | |
|  |  | | |  | | | Training fund transfer | 2,000 | | 2,000 | |
|  |  | | |  | | | IT fund transfer | (6,372) | | 500 | |
|  |  | | |  | | | Depreciation | 8,332 | | 8,000 | |
|  |  | | |  |  | |  | |  |  |  |
| **Total income** | 106,388 | | | 104,370 | | | **Total expenditure** | 111,121 | | 138,580 | |
|  |  | | |  |  | |  | |  |  |  |
|  | |  | |  | | | **Surplus income over expenditure** | (4,733) | | (34,210) | |
|  | | |  |  | |  |  | |  |  |  |

**iii Budget for the year ended 31 October 2023**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | **£** | |  | **£** | |
| **Income** | | | | |  | | **Expenditure** |  | |
|  | | | | |  | |  |  | |
| **Charitable activities** | | | | |  | | **Charitable activities** |  | |
| Membership subscription, 7,000 members @£10.80 | | | | | 75,600 | | Digital committee including office 365 | 2,000 | |
| Surrey WI news | | | | | 2,500 | | Public affairs | 500 | |
| Yearbook | | | | | 2,000 | | Promotions and other expenses | 500 | |
| Home Economics committee | | | | | 850 | | Ethnicity, Diversion and Inclusion | 100 | |
|  | | | | |  | |  |  | |
| Treasurer workshops | | | | | 100 | | **Governance costs** |  | |
| Membership committee | | | | | (1,350) | | Board of trustees | 3,900 | |
| Federation meetings | | | | | (3,000) | | National council meeting | 50 | |
|  | | | | |  | | Accountancy | 3,200 | |
|  | | | | |  | | Funding advisors to national meeting | 800 | |
| **Donations and legacies** | | | | |  | |  |  | |
| NFWI raffle income | | | | | 800 | | **Support costs** |  | |
| Donations | | | | | - | | Bank charges | 1,750 | |
|  | | | | |  | | Wages and staff costs | 82,500 | |
|  | | | | |  | | Rates and water rates | 3,600 | |
| **Other trading activities** | | | | |  | | Heat and light | 5,000 | |
| Event committee | | | | | 3,600 | | Business insurance | 2,700 | |
| Shop income | | | | | - | | Other property expenses | 5,000 | |
|  | | | | | - | | Other professional fees | 7,500 | |
|  | | | | |  | | Photocopier lease | 1,000 | |
| **Investment income** | | | | |  | | Telephone | 4,800 | |
| Income from investments | | | | | 24,000 | | Postage | 3,500 | |
| Bank interest | | | | | 600 | | Printing and stationery | 3,000 | |
|  | | | | |  | | Other administrative expenses | 4,000 | |
| **Other income** | | | | | 1,000 | | Training fund transfer | 2,000 | |
|  | | | | |  | | Depreciation | 8,300 | |
|  |  | |  | | |  |  | |  |
| **Total income** | | | | 106,700 | | | **Total expenditure** | 145,700 | |
|  |  | |  | | |  |  | |  |
|  | | | | | | | **Excess expenditure over income** | (39,000) | |
|  | |  |  | | |  | |  |  |