FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

FOR

THE BEDFORDSHIRE COUNTY FEDERATION OF

WOMEN'S INSTITUTES

COMPANY INFORMATION

REGISTERED OFFICE:	W. I. House 62 Adelaide Square Bedford MK40 2RW
REGISTERED NUMBER:	02708888
REGISTERED CHARITY NUMBER:	1029278
INDEPENDENT REPORTING ACCOUNTANTS:	Longstaff, Gentle & Co Chartered Certified Accountants 61 Harpur Street Bedford MK40 2SR

THE BEDFORDSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

REPORT OF THE DIRECTORS

The directors have pleasure in presenting their report and the Company's financial statements for the year ended 31 December 2024.

PRINCIPAL ACTIVITY

The Company's principal activity is to provide services to Women's Institutes locally and to represent the interests of Women's Institutes in Bedfordshire.

DIRECTORS

The Directors who held office during the year are as follows:

Chairman	*Mrs Elizabeth Cochrane*	
Vice Chairman	Mrs Hazel Wade	Resigned 29/04/24
	Mrs Dorothy Wigg	Appointed 29/04/24
Treasurer	Mrs Diane Sanbrook	
Committee	Mrs Sally Ball	
	Mrs Rosemary Mitchell	Resigned 03/06/24
	Mrs Elizabeth Potter	
	Mrs Rita Hutchinson	
	Mrs Hazel Wade	
	Mrs Susan Pestell	Appointed 03/06/24

LIMITED LIABILITY

The company is limited by guarantee with a £1 guarantee provided by each member.

CHARITABLE STATUS

The company is a registered charity.

On behalf of the Board:

Elizabeth Cochrane
Chairman

Date: 10. February 2025

THE BEDFORDSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BEDFORDSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

I report on the accounts of the company for the year ended 31 December 2024, which are set out on pages 4 to 8.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) 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 not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

(a) examine the accounts under section 145 of the 2011 Act;

(b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

(c) 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 of 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 statement below.

Independent examiner's statement

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

(1) which give me reasonable cause to believe that, in any material respect, the requirements:
(a) to keep accounting records in accordance with section 386 of the Companies Act 2006; and

(b) to prepare accounts which accord with the accounting records, comply with the accounting requirements section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.

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.

Stephen Simpson

Mr S. P. Simpson
Longstaff, Gentle & Co
Chartered Certified Accountants
61 Harpur Street
Bedford
MK40 2SR

Dated: 10. February 2025

THE BEDFORDSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

BALANCE SHEET AS AT 31 DECEMBER 2024

2023 £	£		Note	£	2024 £
		FIXED ASSETS			
59200		Tangible Assets	2		58095
		CURRENT ASSETS			
	4305	Stock on Hand	1c	4145	
	3382	Debtors	3	4088	
	79156	Investment Accounts	4	109238	
	117393	Cash at Bank and in Hand	5	103538	
	204236			221009	
		LESS: CURRENT LIABILITIES			
	7569	Creditors	6	7817	
196667					213192
255867		TOTAL ASSETS LESS CURRENT LIABILITIES			271287
		FINANCED BY:			
75000		Capital Reserve			75000
		Unrestricted Funds			
	112353	General Reserve	1e, 7a	121886	
117337	4984	Property Maintenance Reserve	1e, 7a	4984	126870
63530		Restricted Funds	1e, 7b		69417
255867					271287

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

(a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

D.M. Sanbrook

Elizabeth Cochrane
Director

Diane Sanbrook
Director

Approved On: 10. February 2025

THE BEDFORDSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2024

2023 £	£		Note	£	2024 £
		INCOMING RESOURCES			
24136		Affiliation Fees and Quota			25874
35704		Income - Committees			36970
5378		Income - Other			4105
10437		Sale of Goods			4233
0		General Donations			110
2904		Interest Received from General Investments			3543
78559		Total Incoming Resources - Unrestricted Funds	7a		74835
3694		Total Incoming Resources - Restricted Funds	7b		7180
82253		Total Incoming Resources for the year			82015
		RESOURCES EXPENDED			
	32022	Governance Costs		31157	
	27927	Expenses of Committees		25956	
	8219	Cost of Goods Sold		7084	
	2020	Depreciation	1b, 2	2123	
	70188	Total Resources Expended - Unrestricted Funds	7a	66320	
	7133	Total Resources Expended - Restricted Funds	7b	275	
77321		Total Resources Expended for the year			66595
4932		Surplus/(Deficit) for the year			15420

FUNDS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2024

Total 2023		Unrestricted Funds	Restricted Funds	Total 2024
82253	Total Incoming Resources for the year	74835	7180	82015
77321	Less: Total Resources Expended for the year	66320	275	66595
4932		8515	6905	15420
0	Transfer Between Funds	1018	-1018	0
4932	Operating Surplus for the year	9533	5887	15420
170951	Balance Brought Forward	112353	63530	175883
175883	Balance Carried Forward	121886	69417	191303

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1 ACCOUNTING POLICIES

a Basis of Accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Statement of Recommended Practice, "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and the Republic of Ireland (FRS 102) and the Companies Act 2016.

b Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Freehold Property & Improvements (excl. land)	-	2% straight line
Furniture, Fittings & Equipment	-	15% on written down value
Computer Equipment	-	25% on written down value

c Stock

Stock consists of goods held for resale which are valued at the lower of cost and net realisable value.

d Voluntary Income

All voluntary income, legacies and grants are utilised within the general unrestricted fund for the furtherance of the principal activity of the company, except that where a particular use of any amount received has been specified at the time of receipt, a restricted fund will operate. Any such specified use should be compatible with the objects of the company and capable of execution by the company.

e Fund Accounting

(I) The company's General Reserve consists of unrestricted funds which the company may use for its purposes at its discretion.

(ii) The Property Maintenance Reserve has been created to specifically accommodate amounts set aside for future maintenance costs. It is an unrestricted, but designated fund of the company.

(iii) The restricted funds are those where donations have been received or fund raising events have been held for specific purposes.

f Pension Costs and Other Post-Retirement Benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to profit or loss in the period to which they relate.

g Employees and Directors

The average number of employees during the year was 3

2 TANGIBLE FIXED ASSETS

	Furniture, Fittings & Equipment	Freehold Property 62, Adelaide Square & Improvements	Total
Cost			
Opening Balance as at 1.1.24	21188	86075	107263
Additions	1018	0	1018
	22206	86075	108281
Depreciation			
Accumulated Depreciation as at 1.1.24	17067	30996	48063
Charge for the year	901	1222	2123
	17968	32218	50186
Net Book Value at 31 December 2024	4238	53857	58095
Net Book Value at 31 December 2023	4121	55079	59200

THE BEDFORDSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

	31.12.24 £	31.12.23 £
3 DEBTORS		
Trade Debtors	142	367
Prepayments	452	530
Expenses paid in respect of following year	3494	2485
	4088	3382
4 CURRENT ASSET INVESTMENTS		
Nationwide Building Society Account	58955	31333
COIF Charities Deposit Account	50283	47823
	109238	79156
5 CASH AT BANK AND IN HAND		
Deposit Account	72706	69163
Current Account	30753	47965
Cash in Hand	79	265
	103538	117393
6 CREDITORS		
Accrued Expenses	2794	2857
Amounts held in respect of following year	5023	4712
	7817	7569

7a Unrestricted Funds

	Balance as at 01.01.24	Income	Expend-iture	Transfer	Balance as at 31.12.24
General Reserve	112353	74835	-66320	1018	121886
Designated for Property Maintenance	4984	0	0	0	4984
	117337	74835	-66320	1018	126870

b Restricted Funds

	Balance as at 01.01.24	Income	Expend-iture	Transfer	Balance as at 31.12.24
Bursary - Dr Braggins	825				825
W. I. Property & Office Fund	22002	3459			25461
W. I. Suspensions (see page 8)	6843	7		-2749	4101
W. I. Formations & Recruitment	5163	150	-275	2749	7787
Pooling of Accommodation	3131	2622			5753
Denman Dip	64				64
Catering & Office Equipment	1696	942		-1018	1620
Denman College Furniture	1258				1258
WI Bursaries	1035				1035
Save Denman/Love Denman	1664				1664
Speakers & Centenary	19037				19037
Garden Fund	759				759
Groups	53				53
	63530	7180	-275	-1018	69417

W.I. Suspensions

From July 2002 forfeited amounts from suspended W.I's are held until a W.I. reforms and reclaims the relevant sum or for 3 years when the funds are allocated under the rules of the W.I. to the Company only. Therefore the funds remain restricted for a period of up to 3 years.

8 OPERATING SURPLUS

	31.12.24	31.12.23
	£	£
The Operating Surplus is stated after charging:		
Accountancy Fees	936	912

9 CONNECTED PERSONS AND RELATED PARTY TRANSACTIONS

The company exists to promote the interests of Womens Institutes throughout Bedfordshire and as such ensures that the membership of the W.I. both as individuals and collectively benefit from its normal operation.

Employment costs are as shown in the detailed income and expenditure account, in addition to which the company enjoys a considerable amount of voluntary effort by the officers, directors and members. The value of these donated services has not been quantified and is not reflected in the accounts.

Subject to the foregoing there were no material related party transactions during the year.