

WI Name  
Charity number (if registered)  
Federation

Hampton
Middlesex



**FINANCIAL STATEMENT**

For the period

from 01/10/17

to 30/09/18

**Section A**

**Receipts and Payments**

A1 Receipts	Total £	Last year £	A2 Payments	Total £	Last year £
Receipts at meetings	354.30	372.40	Meeting expenses	1,399.63	1,515.53
Subscriptions (WI share)	870.00	845.50	Committee Members' expenses	-	
Gift Aid	707.24		Pooling of fares / expenses	62.75	115.40
Publications	-	13.50	Publications	20.22	13.50
Activities & events	499.00	249.00	Activities & events	579.60	334.50
WI fundraising	428.70	557.25	WI fundraising	68.85	75.56
Interest received			Insurance	18.90	
Paid into current account	-				
Paid into deposit account					
Grants and donations	-		Donations made	-	
Other income	-		Other payments	24.00	
WI-owned hall - total receipts			WI-owned hall - total payments		
<b>Total Receipts</b>	<b>2,859.24</b>	<b>2,037.65</b>	<b>Total Payments</b>	<b>2,173.95</b>	<b>2,054.49</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)**

**685.29**

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

**2,383.95**

**A6 Total cash funds carried forward at this year end**

**3,069.24**

**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

Hampton
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## 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	3,069.24	2,383.95
B1.2	Reconciliation of final bank balance from Account Book to bank statement		
	Bank statement total at year end	3,543.54	
	Plus amounts paid in to bank but not cleared		
	Less cheques written but not cleared	474.30	
	Less any cheques still uncleared from last year		
	Total (should equal balance at B1.1)	3,069.24	
B1.3	Savings / deposit account balance		
B1.4	Petty cash in hand	40.37	
B1.5	Less any funds held as agent for federation/NFWI, i.e. subscriptions received but not yet paid over <i>enter as a negative amount</i>		
	<b>Total cash funds</b>	<b>3,109.61</b>	<b>2,383.95</b>

#### 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)*

\* 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)*
2018 Raffle monies to go towards running costs of Hampton defibrillators	Dec-18	222.00

\* 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

Kir Greenleaves

President

Christine Lloyd

Christine Lloyd

Treasurer

Independent financial examiner's initials:

WI name

Hampton

## 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	913.50	913.50	
Federation event bookings by individual members	-	-	
NFWI and / or federation raffle	28.00	28.00	
<b>Total</b>	<b>941.50</b>	<b>941.50</b>	<b>-</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		
Gift Aid was reclaimed for the 4 years prior to April 2018	707.24	103.90
New projector screen purchased		
<b>Total other income / expenditure</b>	<b>707.24</b>	<b>103.90</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

Charity number (if registered)

Hampton

WI

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:

Name:

Address: