

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

COMPANY REGISTRATION NUMBER:2705833

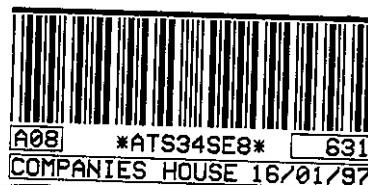
REGISTERED CHARITY NUMBER:1010740

FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 APRIL 1996

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Phipps Henson McAllister  
Chartered Accountants  
22-24 Harborough Road  
Kingsthorpe  
Northampton  
NN2 7AZ



THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES  
REPORT OF THE EXECUTIVE COMMITTEE

The executive committee (who are directors and trustees of the charitable company) present their report together with the audited financial statements for the year ended 30 April 1996.

### Principal activity

The company is limited by guarantee (company number 2705833) and governed by a memorandum and articles of association. It is registered by the Charity Commission as charity number 1010740 and is principally engaged in furthering the purpose of the Women's Institute movement in Northamptonshire and elsewhere.

### Business Review

The net incoming resources for the year amounted to £2,278 as shown on page 4. The Federation is dependent upon the individual Institutes to provide the income of the charity either through the support of the events organised by the Federation and also by the purchase of a varied selection of books and other articles for sale supplied by national and county suppliers.

The Federation is staffed by three part-time workers who deal with all secretarial and administration duties of the Federation as well as assisting on an ad hoc basis with the activities provided. The Federation's balance sheet as detailed on page 5 shows members' funds amounting to £75,925 which is thought by the executive committee to be satisfactory.

### Members of the Executive Committee

The members in office during the year are listed below:-

Mrs S A Addams	Mrs A S Lineham
Mrs C L Farmer	Mrs A C Mackley
Mrs C M Libby	Mrs C S Raven
Mrs J Haynes	Mrs W M Shurville
Mrs D M Banarr	Mrs G M T Smith
Mrs S Bird	Mrs S Tait
Mrs P A Duff	Mrs M E Keech
Mrs I P Farrington (resigned 31 October 1995)	
Mrs R Evans (appointed 3 November 1995)	
Mrs S Drew (appointed 3 November 1995)	

As stated in note 14 to the financial statements, the company does not have an issued share capital.

### Legal and administrative details

Company secretary

Mrs A K Pooley

Registered office

WI House  
 11 Albion Place  
 Northampton  
 NN1 1UD

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES  
REPORT OF THE EXECUTIVE COMMITTEE (continued)

Bankers

The Co-Operative Bank PLC  
65/65a Abington Street  
Northampton  
NN1 2BH


Auditors

Phipps Henson McAllister  
22-24 Harborough Road  
Kingsthorpe  
Northampton  
NN2 7AZ

Phipps Henson McAllister offer themselves for re-appointment as auditors in accordance with Section 385(2) of the Companies Act 1985.

On behalf of the Executive Committee

18 September 1996



.....  
S Tait  
Director

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTESSTATEMENT OF EXECUTIVE COMMITTEE'S RESPONSIBILITIES

The executive committee are required under company law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period in preparing those financial statements the executive committee are required to:

- select suitable accounting policies and apply them consistently;
- make reasonable and prudent judgements and estimates;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The executive committee are also responsible for:

- keeping proper accounting records;
- safeguarding the company's assets;
- taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTESAUDITORS' REPORT TO THE MEMBERS OF THE NORTHAMPTONSHIRE COUNTY FEDERATION  
OF WOMEN'S INSTITUTES

We have audited the financial statements on pages 4 to 11 which have been prepared under the accounting policies set out on page 6.

**Respective responsibilities of executive committee and auditors**

As described on page 2, the executive committee (who are directors and trustees of the charitable company) are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the executive committee in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error or other irregularity. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs as at 30 April 1996 and of its incoming resources and application of resources, including its income and expenditure in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

18 September 1996

22-24 Harborough Road  
Kingsthorpe  
Northampton  
NN2 7AZ

*Phipps Henson McAllister*

Phipps Henson McAllister  
Chartered Accountants  
Registered Auditors

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 APRIL 1996

	<u>Note</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Total 1996</u> £	<u>Total 1995</u> £
<b>Incoming resources</b>	<b>1</b>				
Affiliation fees		10,720	-	10,720	11,833
Sales - National literature & stationery		5,149	-	5,149	4,956
- County sales items		6,885	-	6,885	7,470
- Newsletters		8,058	-	8,058	6,540
- Yearbooks		333	-	333	511
- Within living memory		152	-	152	21
- Sundries		1,062	-	1,062	-
Income from events		40,224	-	40,224	39,436
Book royalties		92	-	92	-
Donations received		1,885	1,951	3,836	2,793
Grants received		-	-	-	2,612
Sundry receipts		519	-	519	471
Investment income	6	1,240	-	1,240	1,276
<b>Total incoming resources</b>		<b>76,319</b>	<b>1,951</b>	<b>78,270</b>	<b>77,919</b>
<b>Resources expended</b>					
Direct charitable expenditure	2	(14,804)	(877)	(15,681)	(14,726)
Fundraising and publicity	3	(23,496)	-	(23,496)	(22,317)
Management and administration of the charity	4	(36,815)	-	(36,815)	(46,372)
<b>Total resources expended</b>	<b>5</b>	<b>(75,115)</b>	<b>(877)</b>	<b>(75,992)</b>	<b>(83,415)</b>
<b>Net incoming resources for the year</b>		<b>1,204</b>	<b>1,074</b>	<b>2,278</b>	<b>(5,496)</b>
Balance brought forward 1 May 1995		64,202	9,445	73,647	79,143
Fund reclassification 1 May 1995		4,886	(4,886)	-	-
<b>Balance carried forward 30 April 1996</b>		<b>70,292</b>	<b>5,633</b>	<b>75,925</b>	<b>73,647</b>
<b>Continuing operations</b>					

None of the company's activities were acquired or discontinued during the above two financial years.

Total recognised gains and losses.

The company had no recognised gains or losses other than the surplus/(deficit) for the above two financial years.

The notes on pages 6 to 11 form part of these financial statements.

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTESBALANCE SHEET AT 30 APRIL 1996

	<u>Note</u>	<u>1996</u>	<u>1995</u> <u>(as restated)</u>
		£	£
<b>Fixed assets</b>			
Tangible assets	8	42,728	44,390
Investments	10	1,650	1,650
		<u>44,378</u>	<u>46,040</u>
<b>Current assets</b>			
Stocks	11	5,955	5,155
Debtors	12	13,039	204
Cash at bank and in hand		36,022	33,867
		<u>55,016</u>	<u>39,226</u>
<b>Creditors: amounts becoming due and payable within one year</b>	13	(23,469)	(11,619)
<b>Net current assets</b>		<u>31,547</u>	<u>27,607</u>
<b>Total assets less current liabilities</b>		<u>£ 75,925</u>	<u>£ 73,647</u>
<b>Income funds</b>			
Restricted funds	15	5,633	4,559
Other unrestricted charitable funds	16	70,292	69,088
<b>Total funds</b>		<u>£ 75,925</u>	<u>£ 73,647</u>

The financial statements on pages 4 to 11 were approved by the executive committee on 18 September 1996.

S Tait..........Director

The notes on pages 6 to 11 form part of these financial statements.

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTESNOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 1996**1 Accounting policies****Basis of accounting**

The financial statements have been prepared under the historical cost accounting rules and in accordance with the Statement of Recommended Practice for charities ('The Charities SORP').

The company has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No. 1 on the grounds that it is entitled to the exemptions available in Sections 246 and 247 of the Companies Act 1985 for small companies.

**Incoming resources**

Income received for a specific restricted purpose is credited to a separate restricted fund which is shown in a note to the financial statements.

Total incoming resources credited to restricted funds are disclosed in the statement of financial activities, which also shows incoming resources in respect of unrestricted funds.

Donations and affiliation fees are credited on the statement of financial activities in the year to which they relate.

**Resources expended**

Expenditure is allocated on the statement of financial activities between restricted funds and unrestricted funds, and is further analysed between direct charitable expenditure, fund-raising and publicity, and management and administration costs.

**Depreciation**

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:

Denman College refurbishment	20% on cost
Fixtures and fittings	15% on cost

No depreciation is provided on freehold property.

**Stocks**

Stocks are valued at the lower of cost and net realisable value.

**2 Direct charitable expenditure**

	Unrestricted funds	Restricted funds	Total 1996	Total 1995
	£	£	£	£
Donations	-	877	877	-
Publications and newsletters	14,804	-	14,804	14,726
	<u>14,804</u>	<u>877</u>	<u>15,681</u>	<u>14,726</u>

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 1996

3 Fund-raising and publicity

	Unrestricted funds £	Restricted funds £	Total <u>1996</u> £	Total <u>1995</u> £
Expenses for events	23,496	-	23,496	22,317

4 Management and administration of the charity

	Unrestricted funds £	Restricted funds £	Total <u>1996</u> £	Total <u>1995</u> £
Salaries, management and office costs	35,315	-	35,315	43,772
Auditors' remuneration	1,500	-	1,500	2,600
	<u>36,815</u>	<u>-</u>	<u>36,815</u>	<u>46,372</u>

5 Total resources expended

	Staff Costs £	Depreciation £	Other Costs £	Total <u>1996</u> £	Total <u>1995</u> £
Direct charitable expenditure	-	-	15,681	15,681	14,726
Fundraising and publicity	-	-	23,496	23,496	22,317
Management and administration of the charity	20,398	2,012	14,405	36,815	46,372
	<u>20,398</u>	<u>2,012</u>	<u>53,582</u>	<u>75,992</u>	<u>83,415</u>

	<u>1996</u> £
Staff costs	
Wages and salaries	19,352
Social security costs	1,046
	<u>20,398</u>
	Number
Average number employed	
Management and administration	<u>3</u>

<u>1995</u> £
21,326
1,361
<u>22,687</u>
Number
<u>3</u>

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 1996

6 Investment income

	<u>1996</u> £	<u>1995</u> £
Interest receivable	<u>1,240</u>	<u>1,276</u>

7 Interest payable

	<u>1995</u> £	<u>1994</u> £
Bank interest	<u>181</u>	<u>33</u>
	<u>181</u>	<u>33</u>

8 Tangible fixed assets

	Denman College Refurbishment	Fixtures and Fittings	Land and Buildings	Total
	£	£	£	£
Cost or valuation				
At 1 May 1995	2,011	10,381	36,247	48,639
Additions	-	350	-	350
At 30 April 1996	<u>2,011</u>	<u>10,731</u>	<u>36,247</u>	<u>48,989</u>
Depreciation				
At 1 May 1995	411	3,838	-	4,249
Charge for year	402	1,610	-	2,012
At 30 April 1996	<u>813</u>	<u>5,448</u>	<u>-</u>	<u>6,261</u>
Net book amount				
At 30 April 1996	<u>1,198</u>	<u>5,283</u>	<u>36,247</u>	<u>42,728</u>
At 30 April 1995	<u>1,600</u>	<u>6,543</u>	<u>36,247</u>	<u>44,390</u>

Capital commitments

The company had no capital commitments at 30 April 1996 or 30 April 1995.

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 1996

9 Land and buildings

	<u>1996</u> £	<u>1995</u> £
Freehold	<u>36,247</u>	<u>36,247</u>

10 Fixed asset investments

		Investments other than loans £
Cost		
At 1 May 1995 and at 30 April 1996		<u>1,650</u>
Net book amount		
At 30 April 1996		<u>1,650</u>
At 30 April 1995		<u>1,650</u>

11 Stocks

	<u>1996</u> £	<u>1995</u> £
Goods for resale	4,590	4,191
Consumable stores	1,365	964
	<u>5,955</u>	<u>5,155</u>

12 Debtors

	<u>1996</u> £	<u>1995</u> £
Amounts falling due within one year		
Prepayments and accrued income	13,039	204
	<u>13,039</u>	<u>204</u>

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 1996

- 13 Creditors: amounts becoming due and payable within one year

	<u>1996</u>	<u>1995</u>
	£	£
Bank overdraft	2,409	-
Trade creditors	1,152	3,629
Taxation and social security	2,306	635
Accruals and deferred income	17,602	7,355
	<u>23,469</u>	<u>11,619</u>

- 14 Share capital

The company is limited by guarantee and does not have an issued share capital. Every member of the company undertakes to contribute to the assets of the company (should this be wound up during membership or within one year after ceasing to be a member), for payment of debts and liabilities of the company contracted before ceasing to be a member. The contribution is limited to a sum not exceeding £1.

- 15 Restricted funds

	<u>1995</u>	<u>1995</u>	<u>1996</u>
	(as restated)	resources	£
	£	£	£
Flower fund	359	82	441
Suspended institute	1,603	84	1,687
ACWW	2,597	1,785	3,505
	<u>4,559</u>	<u>1,951</u>	<u>5,633</u>

The balances on restricted funds brought forward at 1 May 1995 have been restated following the reclassification of the Groups fund as an unrestricted fund.

- 16 Unrestricted funds

	<u>1996</u>
	£
At 1 May 1995	64,202
Reclassification of funds	4,886
Retained surplus for the year	1,204
	<u>70,292</u>
At 30 April 1996	<u>70,292</u>

THE NORTHAMPTONSHIRE COUNTY FEDERATION OF WOMEN'S INSTITUTESNOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 APRIL 1996

## 17 Analysis of net assets between funds

Fund balances at 30 April 1996 are represented by:

	Unrestricted <u>Funds</u> £	Restricted <u>Funds</u> £	<u>Total</u> £
Tangible fixed assets	44,378	-	44,378
Current assets	49,383	5,633	55,016
Current liabilities	(23,469)	-	(23,469)
<b>Total net assets</b>	<u>70,292</u>	<u>5,633</u>	<u>75,925</u>

## 18 Contingent liabilities

There were no contingent liabilities at 30 April 1996 or 30 April 1995.