# 

Leicestershire & Rutland Federation of Women’s Institutes

**ANNUAL REPORT FORM 2025**

Name of WI ……………………………………….……………………………

After your Annual Meeting, please fill in all parts of this form and return it to WI House before **Thursday 28th November 2025** with a signed copy of your 2024-2025 Annual Financial Statement.

This information will be used to develop WIs and Federation activities. Officers’ names and contact details will be shared in our yearbook for WI purposes only. Privacy statement available <https://leicestershire-and-rutland.thewi.org.uk/federation-downloads>

**Details of Officers**

Please write **clearly** as this information is transferred into the forthcoming Yearbook.

**President Secretary**

Name: Name:

Address: Address:

Postcode: Postcode:

Tel No: Tel No:

Email: Email:

**Treasurer MCS Rep**

Name: Name:

Address: Address:

Postcode: Postcode:

Tel No: Tel No:

Email: Email:

How many years have you served

as Treasurer: years

**Please note that by providing your contact details you have given consent for us to use the information for WI purposes only.**

**Details of Meetings**

**Monthly Committee**

Meeting Day: Meeting Day:

Week in month: Week in month:

Time: Time:

Venue: Venue:

**Month of Annual Meeting**:

**Financial Year End Month**: **Holiday Month**:

|  |  |
| --- | --- |
| **MEMBERSHIP INFORMATION** (your Treasurer will have this information):  No. of full members as at 1 October 2025:    No. of dual members as at 1 October 2025: No. of new members enrolled during the year:  **What methods do you use to recruit new members? (please circle)**  **Events Invite a friend Community activities Social media Other – please state** | |
| **Monthly meetings:**  No. of Meetings held:  Do you have a waiting list? | **Committee Meetings:**  No. of Members on Committee:  No. of Meetings held:  Was there an election for Committee? |
| **OTHER MEETINGS:**  Please list any courses/classes, discussion groups, social or fund-raising events held other than monthly meetings: | |
| Have you had contact from a Federation Trustee, WI Adviser or Committee Member during the year?  Name of visitor: Type of contact: Date: | |
| **GROUP AND GROUP MEETINGS & EVENTS**  Name of Group:  What activities has your WI taken part in within the Group during the year? | |
| **FEDERATION & NFWI MEETINGS AND EVENTS**  Did you send a Delegate to the Annual Council Meeting? Y/N  Did you send a Delegate to the NFWI Annual Meeting? Y/N  Please list any other events attended by your members:  Are there any types of event you would like the Federation to put on for your members? (All will be considered)  Speakers that were particularly good you wish to highlight?  Speakers not recommended? | |