



WI Annual Report Form For 2024

Please complete both sides of this form and return to:
Evelyn Suffield House, 45 All Saints Green, Norwich, NR1 3LY by **6th January 2025**

Please print clearly & complete all questions
Please Complete Both Sides!

WI

Charity No. (if applicable) _____ Name of Your WI Adviser _____

<p>Membership Total No. of full members as at your Annual Meeting 2024: _____ No. of dual members _____ How many new members joined _____ How many members did not re-join _____ Do you have a Waiting List? Yes / No</p>	<p>Meetings How many meetings did you have? _____ Average Attendance _____ Did you hold any hybrid meetings for members? Yes/No If yes, how many? _____</p>
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<p>Committee Total No. on Committee _____ Did you have an election? Yes / No How many new committee members do you have? _____ How many committee meetings did you have? _____ Did you hold any committee meetings by Zoom? Yes / No If Yes, how many? _____</p> <p>Declaration of Eligibility Form Please confirm that new committee members signed the eligibility form to stand as a trustee? Yes <input type="checkbox"/> (Additional forms are available to download from My WI or from the Federation Office)</p>

<p>Activities in your WI Does your WI have any of the following groups? <i>Please tick all that apply</i></p>	<p>Book Club <input type="checkbox"/> Craft <input type="checkbox"/> Darts <input type="checkbox"/> Lunch Club <input type="checkbox"/></p>	<p>Scrabble <input type="checkbox"/> Theatre Group <input type="checkbox"/> Walking <input type="checkbox"/> 10-pin Bowling <input type="checkbox"/></p>
<p>Please list any other regular activities your WI runs</p>		

<p>Bursaries Does your WI award a Bursary / Bursaries? Yes / No How often do you make the award(s)? _____ What is the value £ _____</p>	<p>Did any of your members apply for one of the advertised Federation Bursaries that are awarded at FAM? Yes / No Please give details of the activity funded</p>
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<p>Promotion</p> <p>Do you have a dedicated email address? Yes / No</p> <p>Do you have a page on the National WI Website? If yes, who is your Web Editor? Yes / No</p> <p>Do you have your own Website? Yes / No</p> <p>Do you have a Facebook Page? Yes / No</p> <p>Do you have a Twitter Account? Yes / No</p> <p>Do you have an Instagram Address? Yes / No</p>	<p>If Yes, please advise:</p> <p>WI Email Address:</p> <p>Web Editor:</p> <p>Own Website Address:</p> <p>Facebook Name:</p> <p>Twitter Name:</p> <p>Instagram Address:</p>
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WI Fundraising, Projects or Community Activities

Has the WI run any fundraising events (for yourself or a charity), undertaken any projects or taken part in any community activities during the year? Yes / No

Please provide details on a separate sheet if necessary

<p>Groups</p> <p>Name of Group your WI belongs to (if applicable)</p> <p>_____</p>	<p>If not in a Group, are your members interested in joining one?</p> <p>Yes / No</p>
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<p>Federation</p> <p>How do your members receive information on Federation Events? <i>Please tick all that apply</i></p> <p>Monthly Mailing – Meeting Noticeboard <input type="checkbox"/></p> <p>Monthly Mailing – forwarded by email <input type="checkbox"/></p> <p>Your own WI Newsletter <input type="checkbox"/></p> <p>Norfolk WI News Magazine <input type="checkbox"/></p> <p>Norfolk Federation Newsletter <input type="checkbox"/></p> <p>News & Information at Meetings <input type="checkbox"/></p> <p>Federation Website <input type="checkbox"/></p> <p>Facebook Pages <input type="checkbox"/></p>	<p>Did any members attend Federation Events? Yes / No</p> <p>Did any members attend any Federation Workshops/Zoom Events? Yes / No</p> <p>Does your WI have a Public Affairs Liaisons (PAL)? Yes / No</p>
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<p>Checklist</p> <p>Have you enclosed:</p> <p><input type="checkbox"/> Committee's Annual Report for 2024</p> <p><input type="checkbox"/> Financial Statement for Year Ended 30 Sept 2024</p> <p><input type="checkbox"/> Programme for 2025</p> <p>(a draft programme is acceptable at this time; please send the actual programme when available)</p>	<p>To save postage, return your forms in an A5 envelope.</p> <p>As previously advised we will no longer pay Royal Mail handling fees for insufficient postage.</p> <p>You can also email your returns to admin@norfolkwi.org.uk</p>
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President's Signature _____ **DATE** _____

Please Complete Both Sides of this Form!

OFFICE USE ONLY:

Date Received _____ Annual Report 2024 Financial Statement Y/E 30.09.24 Programme 2025