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Woodcraft Folk

Newsletter for Treasurers

OCTOBER
2017

OUR NETWORKS



Welcome

Welcome to the latest edition of our newsletter for treasurers.

As you'll see below in the article about membership and groups, there's quite a lot going on at this time of year relating to group registration and annual financial returns.

Whether you've dealt with group reg and annual returns a number of times or this will all be a bit new for you, the staff and volunteers working at or with Folk Office are here to help as much as possible. As always, our contact details are at the left of this Newsletter.

Thanks as always for all your hard work.

Blue skies
Roland



Membership & Groups

Group & District Registration

The group and district registration form were sent out in the first week of October to all District contacts by post.

If you haven't received the documents, please contact info@woodcraft.org.uk or 020 7703 4173. All the documents can also be accessed at woodcraft.org.uk/resources/group-district-registration.

All Woodcraft Folk groups (Woodchip, Elfin, Pioneer and Venturer) have to register their details and make a financial contribution to the national movement annually. Group registration ensures that groups are recognised and that Folk Office can provide them with support and background services including essential things such as public liability insurance, charity registration, financial accountability and safeguarding.

Annual financial returns

Financial returns will be sent to each district Treasurer in mid-December by email. The deadline for sending in your figures for 2017 is 15 February 2018.

Guidance and generic forms for the financial return will be uploaded to this page at about the same time that the financial returns are emailed out (woodcraft.org.uk/resources/financial-return-forms-guidance).

Every year the Woodcraft Folk has to submit its accounts to the Charity Commission for approval. As we're all one charity, we require all groups and districts to submit their financial information to Folk Office so that they can be included in our end of year accounts.

You may want to start thinking about tying up any of your loose ends, collating bank statements, chasing any late payments in preparation for your financial return y/e 2017.

Any questions relating to the above or you need to let us know a change of officeholder in your district please email me at info@woodcraft.org.uk.

Blue skies

CONTACTS

[Roland Susman](#)
(National Treasurer)

[Jon Nott](#)
(General Secretary)

[Debs McCahon](#)
(Director of Development)

[Sarah McDonnell](#)
(Gift Aid)

[Leanne Powell](#)
(Membership & Groups)

[Funding Group](#)

[John Tippins](#)
(Volunteer Fundraiser)



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[Funding advice](#)

[Funding Opportunities](#)

[Local Fundraising](#)

[Woodcraft Folk Funding Bids Policy](#)

[Gift Aid](#)

[Gift Aid guidance for District Treasurers](#)

[Gift Aid Webinar](#)

DATES FOR YOUR DIARY

[8 November Awards for All webinar](#)

[22 November](#)

[Gift Aid webinar](#)

[2 January](#)

[Deadline for group registration](#)

[mid-January \(tbc\)](#)

[District Treasurer webinar - help with financial return](#)

[15 February](#)

[Annual financial return due](#)



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Friends of the Folk

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Friends of the Folk is our scheme for those supporters of Woodcraft Folk who want to donate regularly to the national organisation, but don't want to become members because, for example, they aren't able to become active volunteers. We hope the scheme will appeal, in particular, to parents of children in our groups and to former Woodcrafters.

Encouraging non-members to support national Woodcraft Folk with a regular donation is important to ensuring we can keep group registration fees and individual membership fees as low as possible.

We are launching an online sign-up option for Friends of the Folk. Please promote the scheme to people with children in your groups and to former members who you may be in touch with. We have provided a toolkit to help you do this. This includes example text to include in your local newsletters or emails. The toolkit can also be found on the website at: woodcraft.org.uk/resources/friends-folk-toolkit

The sign-up page for Friends of the Folk is woodcraft.org.uk/friends.

Feedback

We would really appreciate any comments or feedback you have that would help us improve the promotional tools.

Please send comments to John Tippins, our fundraising volunteer, fundraiser@woodcraft.org.uk.

If you can copy fundraiser@woodcraft.org.uk into any newsletter or dedicated mailings you send promoting Friends of the Folk, that would be really helpful.

If you have any questions, please contact John (fundraiser@woodcraft.org.uk).

Thanks, in advance, for any help you are able to give in promoting Friends of the Folk and helping us to improve the promotional toolkit.

Blue Skies

Jon

Reminders

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Below is a reminder of some of the deadlines and support options coming up between now and February:

- Group Registration: you should have recently received the group registration documents for 2018. The deadline for returning the forms is **2nd January**
- Fundraising support: there will be a webinar on **Awards for All at 7:30pm on Wednesday 8th November** and a **Gift Aid webinar on Wednesday 22nd November at 7pm**. There will also be Awards for All workshops at the London Region meeting on the **4th February** and the Scottish Gathering.
- Annual financial returns covering 2017: around mid-December you should receive your annual financial return documents by email. The deadline for responding is **15th February**.
- I'll be holding a webinar in mid-January to help with completing the annual return – date tbc.

Roland

Gift Aid Update

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Our Gift Aid income has continued to increase year on year, so that we now raise 50% more than we did three years ago. This year could well see our total Gift Aid income reach £16,000. Gift Aid enables us to claim back the tax paid by donors on money they donate to us - every £10 donated is worth £12.50 to us. You can find more about claiming Gift Aid at woodcraft.org.uk/resources/gift-aid-guidance-district-treasurers. And don't forget the webinar on the 22nd November!

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