



December 2025

Dear WI Secretary

There are not too many attachments for you this month, but still quite a few reminders before we sign off for 2025.

During the Christmas period, the LFWI Office will close at 3 pm on Thursday 18th December, and will re-open on Monday 5th January at 10 am.

Appointment of Trustees - Following my email to WI Officers at the beginning of December, LFWI is in a position to appoint three trustees on a fixed term until April 2027, when the current tenure ends. The advert and application form are included for you once again in this mailing. This is a great opportunity to become more involved and see how the Board works. Anyone interested is welcome to contact our Chair, Heather Williams, at chairman@lfw.org.uk or contact the WI Office on 01772 459020 for an informal chat.

ACM 11th April 2026 - Observer tickets for the ACM in Lytham will be available to purchase online from Monday 26th January. The maximum number a WI can book will be 6 tickets (this excludes the delegate ticket). If anyone needs any assistance with their booking, please contact me.

If your WI would like to be included in the LFWI bursary draw at the ACM, please opt in by completing the simple form on the 'event booking' page of the LFWI website. The closing date is 2nd March.

LFWI Writing Competition – Thank you to those members who have submitted their entries. The closing date is 9th February.

The closing date for the Joy Morgan Bursary is 2nd March.

The closing date for the Standfast Trophy nomination is 9th March.

The closing date for applications for the Fun Quiz is 12th January.

Beetle Drive & Fish and Chip Supper at Halewood WI Hall on 24th February – if your WI is located in this area of the Federation, the Lifestyle team would love you to support this event, which is always an enjoyable evening. To book your places, please go to the LFWI website and click on event booking.

Red Rose Residential Trip to Higham Hall – 1st -3rd September – The enamelling course is now full, and there are a few places left on the Stumpwork/Beading and the Lakeland Gardens. The closing date is 9th February.

Finally, on behalf of everyone at LFWI, we would like to wish all our members a very Happy Christmas, and we look forward to working with you again in 2026.

200+ Club Draw

Not for public disclosure.

Best Wishes

Diane Jenkins

Federation Secretary

Enclosures

LFWI Trustee Advert & Application

Flyer – Avant Garden Centre Event

Flyer – Archery

Flyer – Vice Presidents Workshop

Resolution discussion tips



LFWI Membership Team

Vice President Workshop

Thursday 9th April 2026 at 6.30 pm - 9 pm via Zoom
Saturday 18th April 2026 at 10 am – 12 noon - LFWI Offices, Leyland

The role of Vice President does not have a specific 'job description' as other WI roles such as President, Secretary or Treasurer, but is nonetheless a very important part of the WI Team

These interactive sessions will enable current Vice Presidents and those committee members who may be Vice Presidents in the future, to share information about how they support the President, the Committee, and their WI

We expect there will be suggestions other VPs can use, and we can identify any training or extra support needed.

We will learn from each other what VPs currently do for our WIs and what we can do that may make the role of VP more rewarding for you.

This workshop will be available to book on the LFWI Website from Monday 5th January.

www.lancashirewi.org.uk

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TIPS ON HOW TO INTRODUCE AND VOTE ON THE RESOLUTIONS

- ✚ Send out the info on the 5 resolutions before the meeting to allow members to read and digest beforehand (things might strike a chord with something they've heard about / seen on the news)
- ✚ Print the title and introductory blurb and pop on tables at the meeting.
- ✚ Give everyone a button (or similar) on arrival to use for voting. This will ensure that people only have one vote each!
- ✚ Ask 5 committee/volunteers to read out each resolution.
- ✚ After the first resolution, give 5 mins (timed) to discuss on tables. Ask if there's any feedback that anyone wants to share.
- ✚ Repeat for the remaining 4 resolutions.
- ✚ At the end of the discussion or meeting ask people to vote using buttons in a dish.
- ✚ These can be counted and results sent back- all the votes need to be included, not just the most popular choice.



LFWI Make and Create team

A Day of Practical Pot Planting for patios & small spaces
Avant Garden Centre, Wigan Road, Leyland, PR25 5XW
Tuesday 28th April 2026
£65

The day will begin at 10:00 am with coffee on arrival, followed by a tutorial by Diane Harris (Radio Lancashire, etc.). She will show us how to plant vegetables in pots and containers.

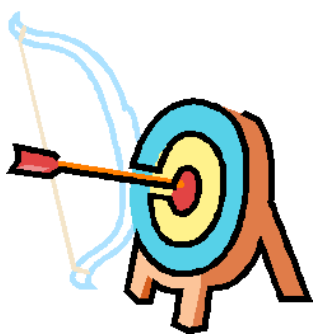


A light lunch will be included in the price, and there will be a chance to browse before the afternoon session. In this session, you will plant up a decorative pot with a mixture of plants under the guidance of Diane. This will be yours to take away and is included in the cost. If you're not rushing off, you can browse some more or just enjoy looking at all the gorgeous plants on offer.

**Please inform us of any allergies or dietary requirements
with your application.**

This event will be available to book online from Monday 5th January.

www.lancashirewi.org.uk



LFWI LIFESTYLE TEAM

Have a go at ARCHERY

The Blackpool Bowmen Archery Club
Thursday 9th April or Thursday 16th April 2026

Start Time: 10.00 am to start at 10.30 am

Venue: Fleetwood Road, Thornton Cleveleys, Lancs. FY5 3AJ

Cost: £10.00 each

Please note this is an outdoor event, so please wear suitable clothing and footwear.

Join the Lifestyle Team and try something new for 2026. The archery sessions are led by qualified and experienced archers, with all necessary equipment provided.

Please note that these sessions are suitable for both beginners and enthusiasts.

**This event will be available to book on the LFWI website from
Monday 5th January**

www.lancashirewi.org.uk

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Application for LFWI Trustee

LFWI is in a position to appoint three trustees on a fixed term from April 2026 to April 2027. Are you looking for a new challenge and have a few hours to spare each week? We are looking for individuals who are confident, approachable, good team players, enthusiastic about all things WI and women's lives, and would like to be part of a team taking Lancashire Federation forward into the future.

These fixed-term positions are a great opportunity to get to know how the Board works.

Basic admin skills would be of benefit, and someone with financial skills would be a great help.

Trustees are jointly responsible for running the federation, setting strategy, passing on information from NFWI to members, setting the Federation's budgets and overseeing its finances, and helping all WIs to comply with Charity Commission rules.

You will need to attend a Board meeting once a month and other meetings as necessary, and engage in discussion, debate and voting. You will be joining a friendly Board team organising events and activities for members. A trustee must be a member of a WI in the Lancashire Federation.

If you are interested and wish to discuss further, please contact LFWI Chair Heather Williams on 077980 044042 or Diane Jenkins, Federation Secretary on 01772 459020.

A written application (please see attached), should be submitted by Monday 13^h January either by post or email.

LANCASHIRE FEDERATION OF WOMEN'S INSTITUTES

APPLICATION FOR THE LFWI BOARD OF TRUSTEES – 2026-2027

Name of WI

Name

Address

.....

Email

Tel. No.

Signed

Date

Will all applicants please complete the section below, with a brief personal and employment history highlighting skills you can bring to the Board.

Please ensure this form is completed before forwarding to:- LFWI Offices, Croston House, Lancashire Business Park, Centurion Way, Leyland, PR26 6TU. Alternatively, the form can be returned by email to officeadmin@lfw.org.uk Applications to be submitted by Tuesday 13th January 2026. For shortlisted candidates, the informal interview/discussions will take place on Friday 23rd January 2026.