

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

England & Wales · Charity number 1025310

Details

Other names	LANCASHIRE NORTH WEST GIRL GUIDES ASSOCIATION, GIRLGUIDING LANCASHIRE NORTH WEST
Status	Registered
Legal form	Other
Registered	1993-08-23
Register	View on the Charity Commission register

Contact

Address 8 Dunnerholme Avenue
Buckshaw Village
Chorley
PR7 7HJ

Phone 07968470464

Website www.girlguidingnwe.org.uk

Activities

Objects: THE INSTRUCTION OF GIRLS OF ALL CLASSES IN THE PRINCIPLES OF DISCIPLINE, LOYALTY AND GOOD CITIZENSHIP.

Activities: Pursuing the objectives of the Guide Association

Classification

- **How:** Makes Grants To Individuals, Provides Human Resources
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People

Geography

- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-10-31	-	-	-	-
2023-10-31	-	-	-	-
2022-10-31	£77,581	£63,410	-	-
2021-10-31	£34,743	£17,685	-	-
2020-10-31	£30,642	£30,156	-	-
2019-10-31	£61,601	£68,086	-	-
2018-10-31	£102,804	£64,830	-	-

Trustees

Name	Role	Appointed
Gillian Fiona Clarkson	Chair	2023-11-17
Anne Wood		2023-04-16
BARBARA WRIGHT		2020-07-01
Elaine McGoughan		2018-05-19
Erica Ruth Hutton		2023-11-17
Gillian Louise Cookson		2021-12-20
Hannah Lawrenson		2023-11-17
JACQUELINE CLAIRE GIBSON		2023-11-17
Joyce Stanforth		2021-12-20
Lorraine Haworth		2024-09-28
Natalie Ann Rigby		2023-04-16
Rebecca Hubbard		2024-09-28
Sarah Fay Hutton		2023-11-17
Susan Fiona Sanderson		2023-05-09

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

England & Wales - Charity number 1025310

Accounts

Charity No: 1025310

**The Guide Association
Lancashire North West
Accounts**

**For the year ended
31st October 2022**

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

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THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

ANNUAL REPORT

FOR THE YEAR ENDED 31 OCTOBER 2022

Structure, Governance & Management

The trustees present their report for the year ended 31 October 2022.

The charity is governed by The Guide Association Deed of 1938.

Details of the trustees / officers who served during the year are shown on page 1 of this document.

Officers are normally appointed by the County Commissioner for a term of up to 5 years. All Commissioners are assigned a mentor and follow the Guide Association District and Division Commissioner Handbook and undertake training both formally and informally as required to carry out their role, and as relevant to meet individual needs.

The trustees have examined the major strategic, business and operational risks, which the charity faces. These are detailed in a risk register and the trustees will review them annually. Policies, systems, and processes exist to mitigate risks as far as possible.

Objectives and activities met and undertaken in the past 12 months

Our County objectives align with those of Girlguiding, which is dedicated to creating a better world for girls and young women "Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community."

To enable us to do this we ensure that all our volunteer adult leaders receive the training and development they need to provide the best experience possible to our young members and ensure that we support them throughout their time with us.

As part of our County meetings, we discuss and make financial decisions on grant applications for things such as supporting girls and young women to undertake international trips with the Guide Association. Each grant application is considered on its own merit and decisions made independently.

The charity consists entirely of volunteers and the County trustees thank all our volunteers for their commitment and dedication to the charity. Further details of the work of Lancashire North West can be found on our website www.girlguidinglnw.org

The Guide Association Lancashire North West is a branch of Girlguiding, which with its branch's forms part of the United Kingdom's largest voluntary organisation for girls and young women. The trustees have regard for the Charities Commissions guidance on public benefit.

Achievements and Performance

Our objectives within the strategic plan reinforce our County's achievements during the financial year 1st November 2021 until 31st October 2022.

Post Covid Lancashire North West is trying to re-establish our role to deliver the best Guiding experience within our County. Our membership numbers reduced significantly post Covid and we continue our efforts in growing our numbers again. Many of our units were unable to restart their meetings in their previous venues as owners were reluctant to allow outside groups to use their facilities and many leaders did not return to their roles within units leaving us short of leaders. Where venues were available we have seen an increase in the cost of hiring and sometimes these increases have resulted in the units just not being viable.

However, a lot of work has been done to regroup and reorganise units within the County resulting in stronger, better supported groups.

Post Covid we decided we needed large scale events to get our Guiding back up and running so we held a County Rainbow and Brownie "Day at the Seaside" in May. We had over 1,000 girls attend our activity centre for the event which was greatly enjoyed by all.

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2022**



Rainbows were so pleased to take rides on the donkeys, specially brought in for the event, along with the trampolines and you can't have a day at the seaside without sand or Punch and Judy!



And the Guides and Rangers couldn't miss out so we had a "Guystonbury" music festival in June, with over 500 taking part, with lots of activities and music!

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
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Our PR Bus continues to trek around the County with an amazing group of volunteers, at local community events and is popular with all visitors, including the Royal Lancs Show where these fabulous rainbows had to have a ride on the donkeys!

Learning & Development

Learning and developing our leaders remains a key focus and all of our leaders have the opportunity to attend mandatory training in First Aid and Safe Space (safeguarding) locally. We have also provided topical training to develop leaders within the County to deliver exciting programme opportunities to all our members including County training Weekend events at our local activity centre, Guys Farm, and Girlguiding owned Waddow Hall.



With amazing weather for our County Training weekend at Guys Farm, we just had to have a leaders “No Camp Fire” (it was too hot) camp fire, so that the leaders could share old songs and new! We also managed to get some people out on our lake, and many have undertaken the Lake Familiarisation training.



On 24th September 2022 we managed to get our County President and Vice Presidents out for afternoon tea at the Barn Scorton, and our Counties Trefoil Guild AGM was well attended, which proves that Girlguiding is to be enjoyed by all!

All in all, it has been a very challenging 12 months. But with the dedication of our leaders and the enthusiasm of our girls we will continue to “Do Our Best” to make sure Girlguiding is the best it can be.

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2022**

Financial Review

The charity's policy is to maintain unrestricted funds that will cover administration and training costs and support grant applications, sometimes at short notice. At the year end there were unrestricted reserves of £111,396 (2021 £97,208)

The trustees continue to adopt a low risk policy based on maximising income.

We continue to hold county events and encourage increased participants. The charity has net receipts of £14,170 as shown in the receipts and payments accounts on page 8. This includes a legacy of £36,000 which we received in 2017-2018 which we have made plans for but have not yet spent.

Connected Charities / Ventures

In view of the affiliation of the Charity to the Guide Association there are natural relationships with other Registered Charities within the Guiding movement. In Particular Guys Farm Activity Centre is owned jointly with the Guide Association, Lancashire West. There is, therefore, a joint and several liability for Guys Farm Activity Centre that is independently managed and for which separate accounts are prepared.

Plans for future years

We want to support all of our members and continue to give them a fabulous Guiding experience in spite of the inevitable challenges we face. We will be inclusive and continue to provide a robust programme of activities for our girls and the learning and development for our volunteers to enable wide-ranging opportunities and activities for our members. Safeguarding will continue to be at the heart of everything we do providing a safe space for all our members to achieve their best in a conducive environment.

As we embark on our final year as a committee for Lancashire North West we will aim to leave it in the best possible way for the incoming team to take the reins in November 2023.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF
THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2022 which are set out on pages 7 to 12.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Charlotte Waddington

19 Botany Brow

Chorley

PR6 0JN

Date: 30 August 2023

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2022**

	Note	Unrestricted General £	Badges Account £	Guiding Development £	Unrestricted 2022 Total £	Unrestricted 2021 Total £
Cash funds						
CAF bank high interest account		95,832			95,832	81,661
Total receipts		95,832	-	-	95,832	81,661
Investments						
N&SI Savings		12,564			12,564	12,547
NS&I Income Bond		3,000			3,000	3,000
Scout Association Investment	10			10,000	10,000	10,000
Total investments		15,564	-	10,000	25,564	25,547
Total funds per receipts and payments account		111,396	-	10,000	121,396	107,208
Assets retained for charity's use (at cost)	5	2,413	-	-	2,413	7,239
Other Assets	4	-	2,100	-	2,100	1,874
Liabilities						
Accruals and deferred income					-	231

The accounts were approved by the trustees on 16th April 2023 and signed on their behalf by

A E Suart

Mrs A Suart - County Commissioner

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2022**

	Note	General £	Badges Account £	Guiding Development £	Unrestricted 2022 Total £	2021 Total £
Receipts						
Subscriptions		18,121			18,121	12,294
Training and Activity Fees				52,864	52,864	20,282
Sales of badges			3,293		3,293	1,992
Interest Received		62			62	115
Miscellaneous		3,240			3,240	60
Legacies					-	
Total Receipts		21,423	3,293	52,864	77,581	34,743
Payments						
Cost of Fundraising		8,473			8,473	
Costs of Charitable Activities				51,902	51,902	12,933
Costs of Badges			3,036		3,036	2,808
Governance Costs		-			-	1,944
Total Payments		8,473	3,036	51,902	63,410	17,685

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

These accounts have been prepared on the receipts and payments basis and in accordance with guidance issued by the Charity Commission.

2 Employees' remuneration

The charity has no employees.

3 Trustees' remuneration and expenses

No remuneration was paid directly or indirectly to any trustee or person known to be connected with them.

Reimbursement of expenses totalling £5,544 (2021: £1,077) has been paid to trustees who have attended meetings or undertaken tasks during the year.

4 Other assets

	2022	2021
	£	£
Stock of badges	2,100	1,874
Subscriptions receivable		
	2,100	1,874

5 Assets retained for the charity's own use

	Cost	Net	Cost
	b/fwd	additions/ (write offs)	c/fwd
		in year	
	£	£	£
Van	4,468	(2,233)	2,234
Banner	359	(180)	180
	4,827	(2,413)	2,414

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022**

6 Training and activity fees received - Guiding Development fund

	2022	2021
	£	£
Annual		
County Dinner	200	25
County Weekend	1,554	
First Aid Training	67	
Leadership Books	28	
New Leader Training		5
Skills and Knowledge Weekend	676	
Thanks and Recognition Event	1,595	
Young Leader Weekend		12
Vice Presidents Afternoon Tea	315	40
Year Specific		
Eurojam 2020		20,122
Guystonbury 2022	29,873	
Rainbow & Brownie Day	16,370	
Staycation Virtual Sleepover		78
Ukraine / Tutu Badges	2,186	
	<hr/> 52,864 <hr/>	<hr/> 20,282 <hr/>

7 Interest received

	General	General
	2022	2021
	£	£
NS&I Investment	17	95
Scout Association	21	20
	<hr/> 38 <hr/>	<hr/> 115 <hr/>

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2022**

	Unrestricted General £	Badges Account £	Guiding Development £	Unrestricted 2022 Total £	Unrestricted 2021 Total £
Note					
Cost of Charitable activities					
Training and activity fees			51,902	51,902	6,961
Annual subscription payable to Guys Farm	3,599			3,599	2,859
Badges		3,036		3,036	2,808
Miscellaneous	2,727			2,727	2,695
Travel	1,285			1,285	259
Bank charges	176			176	124
Website	286			286	35
Grants and donations	400			400	
Total payments	8,473	3,036	51,902	63,410	15,741
Governance costs					
Independent examiner's fee	-	-	-	-	1,944

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2022

9	Training and activity fees paid - Guiding Development fund	2022	2021
		£	£
	Annual		
	County Dinner	2,712	
	County Training Day	3,196	167
	First Aid Response Training	313	
	New Leader Training		17
	Skills Knowledge weekend	788	
	Vice Presidents Afternoon Tea		303
	Year Specific		
	Eurojam 2020	4,255	3,666
	Guystonbury 2022	24,438	2,418
	Rainbow & Brownie Day	14,747	
	Staycation Virtual Sleepover		390
	Ukraine Badges	1,452	
		51,902	6,961
		<hr/> <hr/>	<hr/> <hr/>
10	Guiding Development	2022	2021
		£	£
	Investment in Scout Association Investment Service	10,000	10,000
		<hr/>	<hr/>
	Monies earmarked for:		
	Leadership training	1,000	1,000
	Camp training/holiday scheme	300	300
	Out of doors team	1,000	1,000
	Waddow weekend	3,000	3,000
	Guiders day	700	700
	General training	2,300	2,300
	Training grants	500	500
	General purposes – equipment replacement	1,000	1,000
	Senior Section	200	200
		10,000	10,000
		<hr/> <hr/>	<hr/> <hr/>

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

England & Wales - Charity number 1025310

Accounts

Charity No: 1025310

The Guide Association Lancashire North West

Accounts

**For the year ended
31st October 2021**

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

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THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

CHARITY INFORMATION

County Commissioner	Audrey Suart (801564 Appointed 01/11/2018)
Assistant County Commissioner	Rachael Hall (809469 Appointed 01/11/2018)
County Treasurer	Helen Adams (810449 Appointed 01/11/2018)
County Secretary	Helen Crook (2120540 Appointed 01/11/2018)
Chair of Guiding Development	Elaine McGougan (814089 Appointed 19/05/2018)
Outdoor Activities Advisor	Claire Gibson (800491 Appointed 13/7/2021)
Chorley Division Commissioner	Gill Steele (805638 Appointed 23/10/2017)
Lancaster & Garstang Division Commissioner	Emma Maudsley (2004756 Appointed 01/10/2020)
Morecambe Division Commissioner	Role currently being supported jointly by Morecambe Division, District Commissioners: Hayley Clarke (2052817); Karen Hine (2019029); Joyce Stansforth (807205).
Preston N Division Commissioner	Sandra Davies (2706919 Appointed 18/12/17) 
Preston SE Division Commissioner	Margaret Atkinson (805632 Appointed 09/11/2017)
Preston SW Division Commissioner	Barbara Wright (801531 Appointed 01/07/2020)
Preston W Division Commissioner	Christine Chapman (105897 Appointed 11/2/2015)

Governing Instrument – The Guide Association Trust Deed 1938

Registered Charity Number 1025310

Address 326 Brindle Road
Bamber Bridge
Preston PR5 6YN

Independent Examiner Charlotte Waddington
19 Botany Brow
Chorley
PR6 0JN

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST ANNUAL REPORT FOR THE YEAR ENDED 31 OCTOBER 2021

Structure, Governance & Management

The trustees present their report for the year ended 31 October 2021.

The charity is governed by The Guide Association Deed of 1938.

Details of the trustees / officers who served during the year are shown on page 1 of this document.

Officers are normally appointed by the County Commissioner for a term of up to 5 years. All Commissioners are assigned a mentor and follow the Guide Association District and Division Commissioner Handbook and undertake training both formally and informally as required to carry out their role, and as relevant to meet individual needs.

The trustees have examined the major strategic, business and operational risks, which the charity faces. These are detailed in a risk register and the trustees will review them annually. Policies, systems, and processes exist to mitigate risks as far as possible.

Objectives and activities met and undertaken in the past 12 months

Our County objectives align with those of Girlguiding, which is dedicated to creating a better world for girls and young women "Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community."

To enable us to do this we ensure that all our volunteer adult leaders receive the training and development they need to provide the best experience possible to our young members and ensure that we support them throughout their time with us.

As part of our County meetings, we discuss and make financial decisions on grant applications for things such as supporting girls and young women to undertake international trips with the Guide Association. Each grant application is considered on its own merit and decisions made independently.

The charity consists entirely of volunteers and the County trustees thank all our volunteers for their commitment and dedication to the charity. Further details of the work of Lancashire North-West can be found on our website www.girlguidinglnw.org

The Guide Association Lancashire North West is a branch of Girlguiding, which with its branch's forms part of the United Kingdom's largest voluntary organisation for girls and young women. The trustees have regard for the Charities Commissions guidance on public benefit.

Achievements and Performance

Our objectives within the strategic plan reinforce our County's achievements during the financial year 1st November 2020 until 31st October 2021.

Like everybody else Girlguiding has struggled with the Covid Pandemic and has had to adapt wherever possible to meet the needs of our members through such a difficult and unprecedented period of time. Eventually we were allowed to meet face to face but out of doors, and our leaders took this opportunity to reconnect with their young members.



THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST ANNUAL REPORT FOR THE YEAR ENDED 31 OCTOBER 2021

While always intending to grow our membership, it has been severely challenged throughout this time as many units have been unable to meet with their members and we have had to adapt different behaviours to encourage our leaders and young members to continue their Guiding journey.

We continue to train our members with mandatory training in First Aid and Safe Space (safeguarding) but have adapted these offerings in this time to be done mainly via the internet using different platforms, but mainly Zoom meetings.

This ensures that volunteers continue offer girls a safe space where they can have fun, learn and grow whether face to face or via media options.

During this period of time, we have also held our annual training day, again virtually using Zoom which was successful but leaders did say that they prefer face to face training when it's possible.

In July we got out face to face when we supported the Royal Lancashire Show, where local Guiding hosted the Children's village. Lots of activities were on offer including Arts & Crafts.



A young visitor learns CPR from our First Response Trainer.

Guys Farm Activity Centre, jointly owned by Lancs North West and Lancs West County, was mainly close to all visitors during this period of time but we had some volunteers who continued to help us keep on top of the maintenance work required to be done on site. However it is a worrying time for us as we continue to have bills to pay but little or no income.

However in September we were allowed to meet face to face and enjoy afternoon tea at Guys Farm with our Vice Presidents:



**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2021**

Financial Review

The charity's policy is to maintain unrestricted funds that will cover administration and training costs and support grant applications, sometimes at short notice. At the year end there were unrestricted reserves of £107,208 (2020 £90,151)

The trustees continue to adopt a low risk policy based on maximising income.

We continue to hold county events and encourage increased participants. The charity has net receipts of £34,743 as shown in the receipts and payments accounts on page 7. This includes a legacy of £36,000 which we received in 2017-2018 which we have made plans for but have not yet spent.

Connected Charities / Ventures

In view of the affiliation of the Charity to the Guide Association there are natural relationships with other Registered Charities within the Guiding movement. In Particular Guys Farm Activity Centre is owned jointly with the Guide Association, Lancashire West. There is, therefore, a joint and several liability for Guys Farm Activity Centre that is independently managed and for which separate accounts are prepared.

Plans for future years

We aim to provide a robust programme of learning and development for our volunteers to enable us to provide wide variety and wide-ranging opportunities and activities for our members. Safeguarding will continue to be at the heart of everything we do providing a safe space for all of our members to achieve their best.

We hope the plans for the development of the Managers Office, Reception Area and Shop at our Guys Farm activity centre using money left to our fund-raising group "Friends of Guys Farm" are finally started and we look forward to seeing the new facilities when we reopen the Farm to our members.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF
THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2021 which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Charlotte Waddington

19 Botany Brow
Chorley
PR6 0JN

Date: 4th November 2022

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2021**

	Note	Unrestricted General £	Badges Account £	Guiding Development £	Unrestricted 2021 Total £	Unrestricted 2020 Total £
Cash funds						
CAF bank high interest account		81,661			81,661	64,698
Total receipts		81,661	-	-	81,661	64,698
Investments						
N&SI Savings		12,547			12,547	12,452
NS&I Income Bond		3,000			3,000	3,000
Scout Association Investment	10			10,000	10,000	10,000
Total investments		15,547	-	10,000	25,547	25,452
Total funds per receipts and payments account		97,208	-	10,000	107,208	90,151
Assets retained for charity's use (at cost)	5	7,239	-	-	7,239	7,239
Other Assets	4	-	1,874	-	1,874	1,759
Liabilities						
Accruals and deferred income		231			231	1,973

The accounts were approved by the trustees on 9 July 2022 and signed on their behalf by

A E Suart

Mrs A Suart - County Commissioner

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2021**

				Unrestricted	
	General	Badges	Guiding	2021	2020
Note	£	Account	Development	Total	Total
	£	£	£	£	£
Receipts					
Subscriptions	12,294			12,294	22,629
Training and Activity Fees			20,282	20,282	3,607
Sales of badges		1,992		1,992	3,605
Interest Received		115		115	204
Miscellaneous		60		60	596
Legacies				-	
Total Receipts	12,294	2,167	20,282	34,743	30,642
Payments					
Cost of Fundraising				-	
Costs of Charitable Activities	5,972		6,961	12,933	28,656
Costs of Badges		2,808		2,808	1,500
Governance Costs	1,944			1,944	
Total Payments	7,916	2,808	6,961	17,685	30,156

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2021**

1 Accounting policies

These accounts have been prepared on the receipts and payments basis and in accordance with guidance issued by the Charity Commission.

2 Employees' remuneration

The charity has no employees.

3 Trustees' remuneration and expenses

No remuneration was paid directly or indirectly to any trustee or person known to be connected with them.

Reimbursement of expenses totalling £1,077 (2020: £659) has been paid to trustees who have attended meetings or undertaken tasks during the year.

4 Other assets

	2021	2020
	£	£
Stock of badges	1,874	1,759

5 Assets retained for the charity's own use

	Cost b/fwd	Depreciation charge in year	Cost c/fwd
	£	£	£
Van	6,700	(2,233)	4,467
Banner	539	(180)	359
	7,239	(2,413)	4,826

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2021**

6 Training and activity fees received - Guiding Development fund

	2021	2020
	£	£
Annual		
County Dinner	25	
County Weekend		2,347
New Leader Training	5	483
Young Leader Weekend	12	30
Vice Presidents Afternoon Tea	40	130
Year Specific		
Eurojam 2020	20,122	
Staycation Virtual Sleepover	78	417
Water Day		200
	20,282	3,607

7 Interest received

	General	General
	2021	2020
	£	£
NS&I Investment	95	133
Scout Association	20	71
	115	204

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2021**

Note	Unrestricted General £	Badges Account £	Guiding Development £	Unrestricted 2021 Total £	Unrestricted 2020 Total £
Cost of Charitable activities					
Training and activity fees			6,961	6,961	14,414
Annual subscription payable to Guys Farm	2,859			2,859	4,390
Badges		2,808		2,808	5,007
Miscellaneous	2,695			2,695	2,603
Travel	259			259	1,917
Bank charges	124			124	60
Website	35			35	265
Grants and donations					
Total receipts	5,972	2,808	6,961	15,741	28,656
Governance costs					
Independent examiner's fee	1,944	-	-	1,944	1,500

**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2021**

9	Training and activity fees paid - Guiding Development fund	2021	2020
		£	£
	Annual		
	County Dinner		200
	County Training Day	167	200
	County Weekend		6,375
	Equipment/ Room Hire		976
	First Aid Response Training		956
	New Leader Training	17	365
	Young Leader Weekend		690
	Vice Presidents Afternoon Tea	303	44
	Year Specific		
	Bus Hire - funeral		147
	Eurojam 2020	3,666	4,200
	Guystonbury 2022	2,418	
	Queens Guide		61
	Staycation Virtual Sleepover	390	
	Water Day		200
		6,961	14,414
10	Guiding Development	2021	2020
		£	£
	Investment in Scout Association Investment Service	10,000	10,000
	Monies earmarked for:		
	Leadership training	1,000	1,000
	Camp training/holiday scheme	300	300
	Out of doors team	1,000	1,000
	Waddow weekend	3,000	3,000
	Guiders day	700	700
	General training	2,300	2,300
	Training grants	500	500
	General purposes – equipment replacement	1,000	1,000
	Senior Section	200	200
		10,000	10,000

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

England & Wales - Charity number 1025310

Accounts

**The Guide Association
Lancashire North West
Accounts**

**For The Year Ended
31 October 2020**

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

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THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

CHARITY INFORMATION

County Commissioner	Audrey Suart (801564 Appointed 01/11/2018)
Assistant County Commissioner	Rachael Hall (809469 Appointed 01/11/2018)
County Treasurer	Helen Adams (810449 Appointed 01/11/2018)
County Secretary	Helen Crook (2120540 Appointed 01/11/2018)
Chair of Guiding Development	Elaine McGougan (814089 Appointed 19/05/2018)
Outdoor Activities Advisor	Gillian Rees (2147531 Appointed 01/09/2019 > Ended 17/10/2020) Role Vacant
Chorley Division Commissioner	Gill Steele (805638 Appointed 23/10/2017)
Lancaster & Garstang Division Commissioner	Sarah Porter (was Clinch 2023203 Appointed 1/10/2015 > Ended 10/10/2020) Emma Maudsley (2004756 Appointed 01/10/2020)
Morecambe Division Commissioner	Sophie Smalley (2092196 Appointed 3/10/2016 > Ended 19/10/2020) Role currently being supported jointly by Morecambe Division, District Commissioners: Hayley Clarke 2052817; Karen Hine 2019029; Joyce Stansforth 807205.
Preston N Division Commissioner	Sandra Davies (2706919 Appointed 18/12/17)
Preston SW Division Commissioner	Patricia Brandwood (809396 Appointed 22/08/15 > Ended 17/10/2020) Barbara Wright (801531 Appointed 01/07/2020)
Preston SE Division Commissioner	Margaret Atkinson (805632 Appointed 09/11/2017)
Preston W Division Commissioner	Christine Chapman (105897 Appointed 11/2/2015)

Governing Instrument – The Guide Association Trust Deed 1938

Registered Charity Number	1025310
Address	326 Brindle Road Bamber Bridge Preston PR5 6YN
Independent Examiner	N Mason FCA DChA MHA Moore & Smalley Chartered Accountants Richard House Winkley Square Preston PR1 3HP

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

ANNUAL REPORT

FOR THE YEAR ENDED 31 OCTOBER 2020

Structure, Governance & Management

The trustees present their report for the year ended 31 October 2020.

The charity is governed by The Guide Association Deed of 1938.

Details of the trustees / officers who served during the year are shown on page 1 of this document.

Officers are normally appointed by the County Commissioner for a term of up to 5 years. All Commissioners are assigned a mentor and follow the Guide Association District and Division Commissioner Handbook and undertake training both formally and informally as required to carry out their role, and as relevant to meet individual needs.

The trustees have examined the major strategic, business and operational risks, which the charity faces. These are detailed in a risk register and the trustees will review them annually. Policies, systems, and processes exist to mitigate risks as far as possible.

Objectives and activities met and undertaken in the past 12 months

Our County objectives align with those of Girlguiding, which is dedicated to creating a better world for girls and young women "Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community."

To enable us to do this we ensure that all our volunteer adult leaders receive the training and development they need to provide the best experience possible to our young members and ensure that we support them throughout their time with us.

As part of our County meetings, we discuss and make financial decisions on grant applications for things such as supporting girls and young women to undertake international trips with the Guide Association. Each grant application is considered on its own merit and decisions made independently.

The charity consists entirely of volunteers and the County trustees thank all our volunteers for their commitment and dedication to the charity. Further details of the work of Lancashire North-West can be found on our website www.girlguidinglnw.org

The Guide Association Lancashire North West is a branch of Girlguiding, which with its branch's forms part of the United Kingdom's largest voluntary organisation for girls and young women. The trustees have regard for the Charities Commissions guidance on public benefit

Achievements and Performance

Our objectives within the strategic plan reinforce our County's achievements during the financial year 1st November 2019 until 31st October 2020.

Again, in November we held our annual County Training Weekend at Girlguiding's Waddow Hall in Clitheroe, Lancashire. Waddow is a beautiful venue, and always popular with our members – the places available filled up quickly and an enjoyable weekend was had by all who attended. After our weekend there last year which introduced the new Guiding Programme our focus was to embed the new programme which we were all now following.

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

ANNUAL REPORT

FOR THE YEAR ENDED 31 OCTOBER 2020

Lots was learnt over the weekend, and while some leaders admitted struggling with the new programme it was felt that the programme was becoming easier to follow and the mood was positive. The leaders were engaged in the activities provided and we enjoyed a full weekend of Guiding activity.

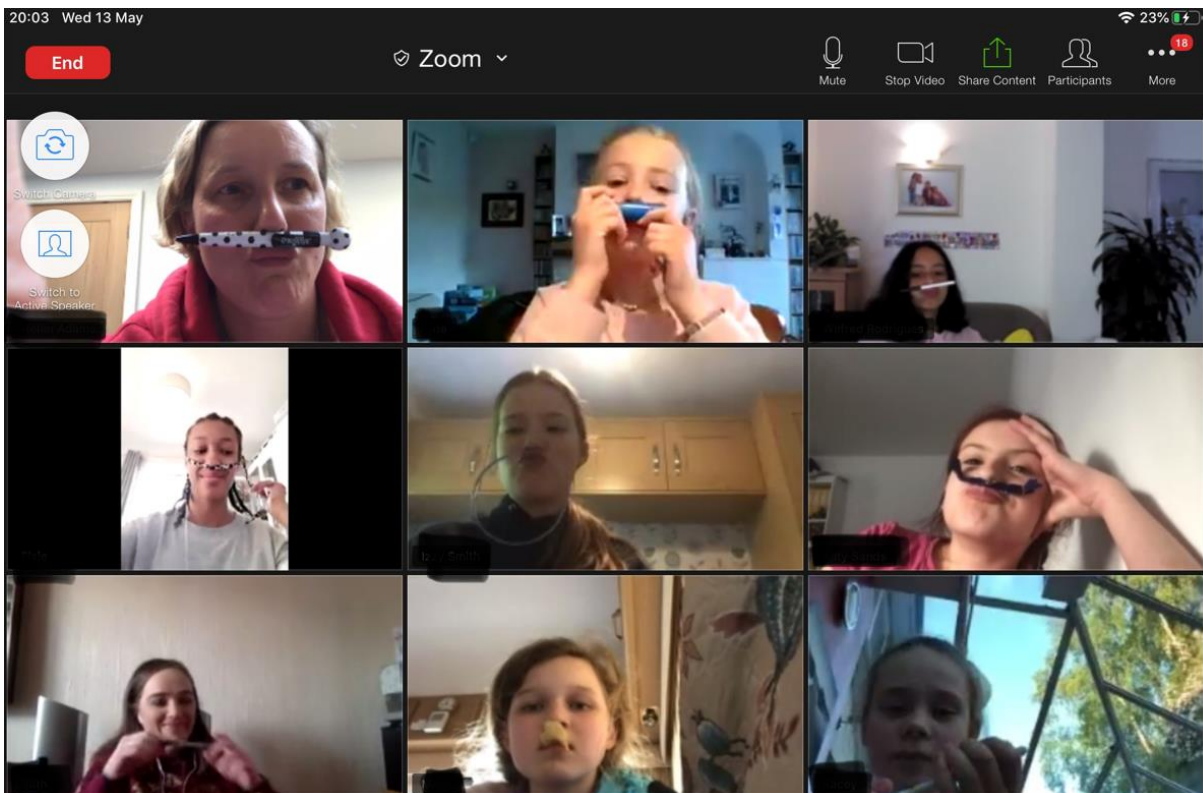
Girlguiding has introduced several new mandatory training modules and updated others. So many of our leaders have undertaken Safe Space L 1, 2, 3 and 4 training. This is at differing levels and ensures that volunteers offer girls a safe space where they can have fun, learn and grow.

Having welcomed new leaders into our County we held a New Leader County Training weekend at our Activity Centre Guys Farm starting on 24th January 2020. This was a popular weekend and all the leaders managed to complete several parts of the leadership programme.

In early March we had planned our Annual County Training Day but this was cancelled because of the Covid 19 Pandemic which was spreading across the County and we felt it was the right thing to do.

On 23rd March 2020 the Prime Minister Boris Johnson made the decision to put the Country into "Lock-Down", so all our units had to cancel their meetings due to the Covid 19 Pandemic which affected everyone. This was an extremely worrying time, and nobody could have foreseen at that point the length of time the lock-down would go on for.

Ever resourceful our leaders rallied and lots of our units managed to continue contact with their members in various ways. Many of them used Zoom meetings where they could meet virtually via the internet, and some of them by taking packs out and delivering to their girls, or by arranging pick-up points where the girls and their parents could pick up their activities.



**THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2020**

Guides ever resourceful enjoying a Zoom Guide meeting!



And some very funny faces!!



These Guides are making Cakes in Mugs – a favourite activity during Lock-Down!

The leaders have found some benefits – no clearing up after cooking, as the girls did it in their own homes via Zoom!



As we couldn't have our usual holidays we had a County Staycation and of course we could earn a badge if we took part.

Doing our best – helping with the Pandemic:-

And while we had to close Guys Farm Activity Centre many of our County Members chose to make great use of their time by doing maintenance work there.



A new safety fence was erected between the stream and the campfire circle...

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2020



From this...



To this!



Hedges given a severe trim!

Fund raising and Community action:- Many of our members helped in any way they could, from working as Key Workers to fund raising and making Face masks.

One of our young members from Lancaster has been busy sewing face coverings in different prints for the community, free of charge while asking for donations to her local food bank.

The Guide and her mum excelled in their efforts in response to the pandemic and used fabric to make face masks.

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2020

Together they hit over a whopping 3,000 face coverings and didn't stop there! With her kind gesture, the food bank has been able to provide vital services to those in need. WELL DONE, Matilda, on the well-deserved Region President's Award that was presented by our Assistant Region Chief Commissioner, Emma ❤️



Wonderful Grimsargh Senior Section built over 40 festive food hampers tonight for the families that use the ShareIT food bank in Ingol. Superstars!



THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
ANNUAL REPORT
FOR THE YEAR ENDED 31 OCTOBER 2020



LEP.CO.UK

Guides group support Lostock Hall food bank to help struggling families

A Guides group has rallied round families in Lostock Hall and Bamber Bridge who are strugglin...

Financial Review

The charity's policy is to maintain unrestricted funds that will cover administration and training costs and support grant applications, sometimes at short notice. At the year end there were unrestricted reserves of £90,151 (2019 £89,666).

The trustees continue to adopt a low risk policy based on maximising income.

The income and expenditure of the charity has increased this year 2019/2020. We continue to hold county events and encourage increased participants. The charity has net receipts of £485 as shown in the receipts and payments accounts. This includes a legacy of £36,754 which we received in 2017-2018 which we have made plans for but have not yet spent.

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

ANNUAL REPORT

FOR THE YEAR ENDED 31 OCTOBER 2020

Connected Charities / Ventures

Guys Farm Activity Centre is jointly owned by us (Lancashire North West) and Lancashire West County and has its own Management Committee, made up of a chair, treasurer, the 2 County Commissioners and the 2 assistant County Commissioners. The site employs a manager, but he does not sit on the committee.

The Centres deeds are held by The Guide Association Trust Corporation, a charitable company limited by guarantee.

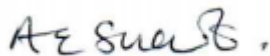
Plans for future years

The plan for 2020-2021 is to continue with our virtual Guiding meetings until we can meet again safely face to face. We want to support our members and reassure them and reintroduce Guiding at a pace which suits each member – recognising that it has been more difficult for some. We aim to provide a robust programme of learning and development for our volunteers to enable us to provide wide variety and wide-ranging opportunities and activities for our members. Safeguarding will continue to be at the heart of everything we do providing a safe space for all our members to achieve their best.

The new programme launched in 2018 will be embedded into the unit meetings and we will encourage our members to gain their Bronze, Silver and Gold Awards.

Plans will be submitted to develop the Managers Office, Reception Area and Shop at our Guys Farm activity centre using money left to our fund-raising group "Friends of Guys Farm".

This report was approved by the Trustees on 9th August 2021 and signed on their behalf by:



Mrs A Suart
LNW County Commissioner

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF
THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2020 which are set out on pages 11 to 18.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Nicola Mason

**Nicola Mason FCA DChA
MHA Moore and Smalley
Richard House
Winckley Square
Preston, PR1 3HP**

Date 09/12/2021

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 OCTOBER 2020

		General	Badges	Guiding	Unrestricted	
	Note	£	Account	Development	2020	2019
			£	£	Total	Total
					£	£
Receipts						
Subscriptions		22,629	-	-	22,629	18,911
Training and activity fees	6	-	-	3,607	3,607	36,753
Interest Recieved	7	204	-	-	204	183
Sale of badges		-	3,605	-	3,605	2,708
Miscellaneous		596	-	-	596	3,046
Legacies		-	-	-	-	-
Total Receipts		23,429	3,605	3,607	30,642	61,601
Payments						
Cost of Fundraising	8	-	-	-	-	-
Costs of charitable activities		9,235	5,007	14,414	28,656	68,085
Governance costs		1,500	-	-	1,500	-
Total Payments		10,735	5,007	14,414	30,156	68,085

2019 £61,601 income split: £22,140 General, £2,708 Badges Account and £36,753 Guiding Development.

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
RECEIPTS AND PAYMENTS ACCOUNT (CONTINUED)
FOR THE YEAR ENDED 31 OCTOBER 2020

	General	Badges	Guiding	Unrestricted	Restricted	2020	2019
	account	development	2020	2020	Total	Total	Total
	£	£	£	£	£	£	£
Net receipts/ (payments) for the year	12,695	(1,402)	(10,807)	486	-	486	(6,484)
Transfer between funds	(25,164)	2,661	22,503	-	-	-	-
Funds in hand at 31 October 2019	55,867	(1,259)	(1,696)	52,912	36,754	89,665	96,149
Funds in hand at 31 October 2020	43,398	-	10,000	53,397	36,754	90,151	89,665

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 OCTOBER 2020

	Note	Unrestricted General £	Badges Account £	Guiding Development £	Unrestricted 2020 Total £	Unrestricted 2019 Total £
Cash funds						
CAF bank high interest account		64,699	-	-	64,699	64,386
Total Receipts		64,699	-	-	64,699	61,601
Investments						
National Savings		12,452	-	-	12,452	12,320
National Savings income bond		3,000	-	-	3,000	3,000
Scout Association investment	10	-	-	10,000	10,000	10,000
		15,452	-	10,000	25,452	25,320
Total funds per receipts and payments account		80,151	-	10,000	90,151	89,666
Assets retained for charity's use (at cost)	5	7,239	-	-	7,239	7,239
Other assets	4	-	1,759	-	1,759	1,783
Liabilities						
Accruals and deferred income		1,944	29	-	1,973	3,983

Notes: (1) Assets held for own use: Land and buildings – the County owns a half share in Guys Farm Activity Centre

The accounts were approved by the trustees on 9 August 2021 and signed on their behalf by:

A E Suart

Mrs A Suart – County Commissioner

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 OCTOBER 2020

1 Accounting policies

These accounts have been prepared on the receipts and payments basis and in accordance with guidance issued by the Charity Commission.

2 Employees' remuneration

The charity has no employees.

3 Trustees' remuneration and expenses

No remuneration was paid directly or indirectly to any trustee or person known to be connected with them.

Reimbursement of expenses totalling £659 (2019: £678) has been paid to trustees who have attended meetings or undertaken tasks during the year.

4 Other assets

	2020 £	2019 £
Stock of badges	1,759	1,223
Subscriptions receivable	-	560
	<u>1,759</u>	<u>1,783</u>

5 Assets retained for the charity's own use

	Cost b/fwd £	Net additions/ (write offs) in year £	Cost c/fwd £
Van	6,700	-	6,700
Banner	539	-	539
	<u>7,239</u>	<u>-</u>	<u>7,239</u>

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 OCTOBER 2020

6 Training and activity fees received- Guiding development fund

	2020	2019
	£	£
Annual		
BP weekend fees	-	2,745
County Dinner	-	1,130
County Weekend	2,348	504
Durham Cup	-	560
First Aid Training	-	31
GAW Training	-	70
New Leader Training	483	10
Young Leader Weekend	30	1,100
Year Specific		
Black Forrest	-	630
County Thinking Day 2019	-	4,580
Eurojam 2020	-	300
Gullivers World	-	780
Guystonbury	-	23,734
Malaysia 2018	-	299
Staycation	416	-
VP Afternoon Tea	130	280
Water Day	200	-
	<hr/> 3,607	<hr/> 36,753

7 Interest received

	General	General
	2020	2019
	£	£
National savings:		
Investment Account	133	123
Service	71	60
	<hr/> 204	<hr/> 183

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 OCTOBER 2020

8 Expenditure

	Note	General	Badges account	Guiding Development	Unrestricted 2020 Total	2019 Total
Cost of Charitable activities						
Training and activity fees		-	-	14,414	14,414	49,015
Annual subscription payable to Guys Farm		4,390	-	-	4,390	4,631
Badges		-	5,007	-	5,007	4,394
Miscellaneous		2,603	-	-	2,603	6,378
Postage, telephone and stationery		-	-	-	-	-
Travel		1,917	-	-	1,917	2,877
Bank charges		60	-	-	60	131
Website		265	-	-	265	255
Grants and donations		-	-	-	-	404
		9,235	5,007	14,414	28,656	68,085
Governance costs						
Independent examiner's fee		1,500	-	-	1,500	-

£4,394 badges costs were allocated to the badges fund last year.

£49,015 training and activity fees were allocated to the guiding development funds last year.

All other costs allocated to the general fund.

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2020

9 Training and activity fees paid – Guiding development fund

	2020	2019
	£	£
Annual		
BP weekend fees	-	1,507
County Dinner	200	1,350
County Training Day	200	2,979
County Weekend	6,375	5,507
Equipment/Room Hire	976	523
First Aid Response Training	956	1,037
Going Away Training	-	500
New Leader Training	365	-
Outdoor Training	-	641
Young Leader Weekend	690	270
Year Specific		
Afternoon Tea	44	420
Blackforest 2019	-	850
Bus Hire Funeral	147	-
County Thinking Day 2019	-	5,834
Eurojam 2020	4,200	1,150
Gullivers World	-	2,912
Guystonbury	-	21,722
Malaysia 2018	-	829
Queens Guide	61	-
Skills and Chills	-	984
Water Day	200	-
	14,414	49,015

THE GUIDE ASSOCIATION LANCASHIRE NORTH WEST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 OCTOBER 2020

10 Guiding development

	2020	2019
	£	£
Investment in Scout Association Investment Service	10,000	10,000
	<hr/>	<hr/>
Monies earmarked for:		
Leadership training	1,000	1,000
Camp training/holiday scheme	300	300
Out of doors team	1,000	1,000
Waddow weekend	3,000	3,000
Guiders day	700	700
General training	2,300	2,300
Training grants	500	500
General purposes – equipment replacement	1,000	1,000
Senior section	200	200
	<hr/>	<hr/>
	10,000	10,000
	<hr/> <hr/>	<hr/> <hr/>