

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

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	Gill Cookson (2004756 Appointed 20/12/2021)
Morecambe Division Commissioner	Joyce Stansforth (807205 Appointed 20/12/2021)
Preston N Division Commissioner	Sandra Davies (2706919 Appointed 18/12/2017)
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	Nat Rigby (2389167 Appointed 19/01/2022)

Governing Instrument – The Guide Association Trust Deed 1938

Registered Charity Number 1025310

Address	326 Brindle Road Bamber Bridge Preston PR5 6YN
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Independent Examiner	Charlotte Waddington 19 Botany Brow Chorley PR6 0JN
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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.

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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!

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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
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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 Stuart

Mrs A Stuart - County Commissioner

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

				Unrestricted	
		General	Badges	2022	2021
	Note	£	Account	Total	Total
		£	£	£	£
Receipts					
Subscriptions		18,121		18,121	12,294
Training and Activity Fees				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	77,581	34,743
Payments					
Cost of Fundraising		8,473		8,473	
Costs of Charitable Activities				51,902	12,933
Costs of Badges			3,036	3,036	2,808
Governance Costs		-		-	1,944
Total Payments		8,473	3,036	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/	c/fwd
		(write offs)	
		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	
	52,864	20,282

7 Interest received

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

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

		Unrestricted	Badges	Guiding	Unrestricted	Unrestricted
		General	Account	Development	2022	2021
	Note	£	£	£	Total	Total
					£	£
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

10 Guiding Development

	2022	2021
	£	£
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