

Essex South East Guide Association

Charity Registration Number: 1029086

Working title:

Girlguiding Essex South East

Annual Reports and Financial Statements

1st March 2023 to 29th February 2024

Trustees:

Carole Davies – county commissioner
Amanda Gardner – assistant county commissioner
Susan Bishop – assistant county commissioner
Andrea Bray – division commissioner, Basildon
Vacant – division commissioner, Billericay
Sharon Lacey – division commissioner, Castle Point
Carol Roberts – division commissioner, Rayleigh
Sally Baskett – division commissioner, Southend East
Roselyn Jones – division commissioner, Southend West
Carol Crowhurst – outdoor activities adviser
Julie Nye – guiding development coordinator
Anne Wright – county treasurer

Executive Committee:

County president
County commissioner
Assistant county commissioner/s
Division commissioners
County secretary
County treasurer
County guiding development coordinator
County outdoor activities adviser
County Trefoil Guild chairman
Other advisers as appointed by the county commissioner

Registered Address:

7 Great Hautbois Road
Coltishall
Norfolk
NR12 7JN

Independent Examiner:

Karen Batman
2 Vine Close
Basildon
Essex
SS14 1GF

Bankers:

Lloyds Bank
78 High Street
Rayleigh
Essex
SS6 7EB

Santander
Bootle
Merseyside
L30 4GB

Structure, governance and management

Girlguiding Essex South East (the county) is part of the Anglia region of Girlguiding. It has its own executive committee as set out in its constitution. The executive is chaired by the county commissioner and meets a minimum of four times a year. Girlguiding Essex South East operates in accordance with all policies adopted by Girlguiding. Girlguiding is governed by Royal Charter.

Trustees are responsible for the recruitment and appointment of new trustees. All new trustees are given a detailed introduction to the workings and activities of the organisation.

Aims and Objectives

As a member of Girlguiding, Girlguiding Essex South East aims to help girls and young women to develop emotionally, mentally, physically and spiritually so that they can make a positive contribution to their community and the wider world.

This is achieved through activities which are relevant to the age group and which encourage learning by doing, through working in small groups, making their own decisions, having a balanced and varied program, caring for each individual and sharing a commitment to a common standard.

Public Benefit Statement

The trustees of Girlguiding Essex South East accept the need to have regard to the Charity Commission's guidance on public benefit. They recognize that it is their responsibility to ensure that the benefits offered are realised in Essex South East by promoting all aspects of Guiding within the county, both within the membership and in the wider community.

Annual Review by the county commissioner

Girlguiding Essex South East Annual Report March 2023 – February 2024

Unfortunately numbers generally across all sections had dropped as a result of the last couple of years, but I am pleased to report are now on the increase. Many units have large waiting lists of girls. All restrictions were finally lifted and units were able to go back to doing all their exciting meetings and very gradually additional events.

Some leaders still unsure about larger scale events but gradually throughout the year the larger scale events, for girls and leaders, have seen an increase

Sadly several leaders were no longer able to volunteer which resulted in the closure of a few units.

We were fortunate enough to hold our first face to face County Training Day in April 2023, although numbers were considerably down on previous years, with about 50 leaders attending. It was, however, lovely to see so many leaders, many meeting up with others face to face for quite a while.

We have been fortunate enough to be able to offer several events this last year for a range of ages, including adults. These include:

A county group of girls, working on their Bronze Duke of Edinburgh and going on a practice camp in July and then being assessed for their award in September. They were able to use newly purchased equipment.

Once again, the divisions of Southend East, Southend West, Rayleigh and Castle Point formed the Southend Gang Show and once again put on amazing performances at the Palace Theatre in Southend.

Several leaders and girls attended the national celebration event at The Odean Cinema in Leicester Squar, where a good time was had by all.

Our county Outdoor Team arranged another amazingly successful Pudding Day at Guideacres in October, with over 100 girls and their leaders attending the day. They learnt how to make a steamed sponge pudding from scratch and then cooked it over a wood fire and of course finally eat it!! Great fun was had by all and I am sure this will, once again, become an annual event!!

We were very pleased to return back to our face to face Awards evening for leaders. This has become an annual event with leaders being thanked and recognised for all their sterling work and support they do for the girls and for each other. It is a great atmosphere and a very popular event. The evening was rounded off with a cream tea!!

Amongst the award presentations were five Queen's Guide Awards presented to members between the ages of 16 – 26 who had completed the award over a period of 3 years. This is an incredible achievement and is the highest award which can be worked for in Girlguiding. We are very proud of these young women.

Trainings for leaders in First Response and Safe Space continued to be delivered via zoom and face-to-face trainings. We were also introduced to our new Leadership Training Platform, which we are all now getting to grips with.

Opportunities for our young members to take part in are now on the increase after a couple of very difficult years but I am pleased to be able to say I think we are now back to “normal”.

Larger events have now also been able to start again. Several districts have resumed district events particularly around the King’s Coronation . Although we are now able to hold larger events, many leaders are still wary of attending events where there are large numbers of people.

Leaders are now beginning to plan and run residential events for their girls both camping and indoor events. The paperwork needed for these has a long lead-in time which commissioners were very lenient with initially but as we get back into the swing of things they are now getting back on track. Thanks must be given to all those involved in the paperwork as it is very time consuming.

Our annual subscriptions payments were due to be paid to Girlguiding at the end of February 2024.

Several units face financial difficulties, but I am pleased to report all annual subscriptions were paid on time. It has been very difficult for some areas, particularly where there is a large level of social deprivation and the general cost of living. Leaders are having to think long and hard about next year’s unit budgets, as we know the annual subscriptions are going to increase yet again.

I am pleased to be able to report we are now back to normal in all areas of guiding within the county and girls are working hard to achieve badges and awards while enjoying attending their weekly meetings.

Thanks must go to all the leaders who have worked hard to keep their units running over the difficult times we have had and for all the help and support they give the girls and to each other.

Carole Davies – County commissioner for Girlguiding Essex South East

Financial Review

A grant received from Anglia Region was spent on two events, one for Commissioners and one for leaders. Both introduced the new county

commissioner and gave an opportunity to explore the way forward for the county. A small amount has been carried forward to fund a future event. Only one request for financial assistance was received during the year. This was agreed and used to cover the cost of sound proofing at a residential site.

A further loan payment was made to support Essex International Jamboree 2024. A small amount is still held as designated funds but this is not expected to be required. Repayment is expected by March 2025 but the County Executive is aware that it may not be the full amount.

Further safety work was carried out on trees at Riffhams campsite, jointly owned with Essex North East. It is anticipated that no further work will be required in the near future.

The County Executive agreed to purchase some higher value items including a laptop, mobile phone and PR material following the new branding.

Due to rate increases the interest received for the year was higher than budgeted for providing a boost to funds.

The county continues to hold funds in the CCLA COIF Investment Fund account as a long term undertaking with the expectation of a higher return whilst receiving quarterly interest. The value at the end of the year is higher than the initial investment.

Reserves Policy: This is continually reviewed and agreed by the county executive that £50,000 be held in Reserve to give strength and viability to Girlguiding Essex South East as an organisation.

Investment Policy: Any investments made need the approval of the trustees and are made in the most secure way possible.

Risk Assessment: A full risk assessment has been carried out and copies of this document can be obtained from the county commissioner.

Anne Wright – county treasurer for Girlguiding Essex South East

Annual reports and financial statements approved at a meeting of the executive committee of Girlguiding Essex South East on 24 September 2024

Name C. Crowhurst Name CAROL ROBERTS

Trustee C. Crowhurst Trustee Carol Roberts

24th September 2024

Statement of Accounts

1st March 2023 to 29th February 2024

Income	2022/23	2023/24	Expenditure	2022/23	2023/24
Annual Subscriptions	16,490.00	23,731.50	Annual Subscriptions	626.90	855.00
Donations	150.00	200.00	Awards & Presentations	2,367.42	2,600.29
CC - AT gift	790.00	0.00	Donations	55.00	0.00
Grants:			CC - AT gift	790.00	0.00
Learning & Development Grant	0.00	0.00	Grants:		
Anglia Training Grant	270.00	0.00	Learning & Development Grant	1,185.28	0.00
Sustainability Grant	3,333.50	0.00	Anglia Training Grant	270.00	0.00
			Sustainability Grant	190.00	2,561.35
			Financial Assistance	0.00	4,014.99
Jack Petchey	8,315.00	1,000.00	Annual Subscription - units	72.00	0.00
Events:			Jack Petchey	16,315.00	2,000.00
Activities - Girls	38.70	1,234.00	Events:		
Outdoor	2,050.75	325.00	Activities - Girls	0.00	1,308.39
			Outdoor	2,242.05	595.06
County Trainings	223.75	101.25	Leader Event	773.32	0.00
			County Trainings	365.45	885.79
Badges	2,984.58	3,543.95	Essex International Jamboree	3,833.34	33,333.33
Archive Badges	0.00	1,562.37	Badges	3,488.79	2,179.22
Interest:			Archive Badges	0.00	170.95
COIF Investment	395.87	395.87	PR Materials	0.00	906.28
COIF Deposit	622.30	2,107.34	Archivist	0.00	346.20
Lloyds 32 Notice Account	221.49	305.89	County Equipment	0.00	1,529.24
Santander	670.92	2,098.54	Insurance	572.57	574.32
			Officer Expenses	898.42	1,004.47
			Mobile Phone	50.72	467.88
			Website & newsletters	2,002.40	194.40
			Zoom	114.27	66.00
			Storage	3,415.82	3,389.04
			Subscriptions	40.00	40.00
			Venue Hire	420.00	315.00
			Admin Support from Anglia	2,184.00	0.00
			Riffhams - Trees	810.00	2,079.00
			Santander bank charges	0.85	0.10
Misc		1,100.02	Misc		1,100.02
	36,556.86	37,705.73		43,083.60	62,516.32
			Expenditure Over Income	6,526.74	24,810.59

Prepared by Anne Wright (Anne Wright)

Date 26/03/2024

Accounts examined by Karen Batman (Karen Batman)

Date 14/4/2024

Essex South East Guide Association t/a Girlguiding Essex South East Charity Registration No. 1029086



Girlguiding

Essex South East county

Balance Sheet

1st March 2023 to 29th February 2024

2022/23 2023/24

Bank accounts

Lloyds Bank	8,171.44	6,510.52
Lloyds 32 Day Notice	40,513.06	10,768.65
Santander	42,568.23	47,055.63
COIF Deposit Account	51,198.82	53,306.16
	142,451.55	117,640.96
COIF Investment Account	13,521.03	14,727.32
	155,972.58	132,368.28

Funds

General Funds	51,996.20	65,286.58
Sustainability Grant	3,333.50	772.15
Dawn Crampin Fund	809.55	809.55
Jack Petchy	1,000.00	0.00
Reserve	50,000.00	50,000.00
Essex International Jamboree	48,833.33	15,500.00
	155,972.58	132,368.28

Additional Assets:

Stock: Badges – Purchase value £ 4,720.85 Resale value – £4,056.90

Equipment: Based on purchases over £250 per item. Depreciation at 20% per annum.

	New	Value at 29/02/2024
Lifepak Defib Trainer	2021/22 £378.00	£239.40
Laptop, mouse, keyboard	2023/24 £793.99	£635.19

Essex Scout & Guide International Jamboree:

Girlguiding Essex South East have a one sixth share of the funds held in Essex Scouts EIJ Account.

Riffhams Campsite:

Site: Equally owned by Girlguiding Essex South East and Girlguiding Essex North East

Funds: Girlguiding Essex South East entitled to half the funds up to a maximum of £1,894.

Liabilities:

None

Prepared by A Wright (Anne Wright)

Date 26/03/2024

Accounts examined by K Batman (Karen Batman)

Date 14/4/2024

Essex South East Guide Association t/a Girlguiding Essex South East Charity Registration No. 1029086



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Essex South East Guide Association

**On accounts for the year
ended**

29th February 2024

**Charity no
(if any)**

1029086

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

14/4/2024

Name:

KAREN BATMAN

**Relevant professional
qualification(s) or body
(if any):**

ICB LEVEL 2 CERTIFICATE IN BOOKKEEPING

Address:

2 Vine Close, Basildon, Essex SS14 1GF