

# SALTFORD DISTRICT GUIDE ASSOCIATION

England & Wales · Charity number 1029921

## Details

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**Other names** SALTFOED DISTRICT GIRL GUIDES

**Status** Registered

**Legal form** Other

**Registered** 1993-12-10

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 32A Grange Road  
Saltford  
Bristol  
BS31 3AG

**Phone** 07931374057

## Activities

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

**Activities:** Provides training in life skills and adventurous activities. Teaches young girls to be self sufficient and to help those in the community who are less fortunate.

## Classification

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- **How:** Other Charitable Activities
- **What:** Education/training
- **Who:** Children/young People

## Geography

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- Bath And North East Somerset

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£13,229	£16,186	-	-
2024-12-31	£8,727	£13,028	-	-
2023-12-31	£12,657	£30,800	-	-
2022-12-31	£11,105	£11,114	-	-
2021-12-31	£27,615	£15,564	-	-
2020-12-31	£13,833	£6,809	-	-

## Trustees

Name	Role	Appointed
Catherine Banfield		2015-10-08
DIANE HOOPER		2012-02-13
JOANNE Prideaux		2013-04-12

**SALTFORD DISTRICT GUIDE ASSOCIATION**

England & Wales - Charity number 1029921

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# Accounts

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## Trustees' Annual Report for the period

From **1/1/21** Period start date To  
**31/12/21** Period end date

Charity name: **Salford District Guides**

Charity registration number: **1029921**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>Royal Charter 14 December 1922</b> Instruction of Girls of all classes in the principles of discipline, loyalty, and good citizenship.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Activities consistent with Girlguiding within the hall based in Salford and beyond.  Within Girlguiding, participants take on adventurous activities, such as climbing, canoeing, sailing and orienteering and have the opportunity to get involved in camps and international events, including girl-only festivals and overseas development projects.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Guiding is a national organisation with a long history of serving the public benefit.  Trustees and volunteers meet regularly alongside district leaders to plan activities and community events in line with the statement of Public Benefit and wider goals of Girlguiding.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related	Para 1.38	

investment		
Contribution made by volunteers	Para 1.38	<p>The contribution made by volunteers is enormous. They make guiding happen and without them we would not function as a unit.</p> <p>Volunteers are at the core of Girlguiding. Without them, our young members wouldn't be able to learn new skills, play games, find out about the world around them and have amazing adventures.</p>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Across 2021 our achievements include:</p> <ul style="list-style-type: none"> <li>• Returning to face-to-face sessions following the pandemic within our hall.</li> <li>• Working with girls to develop their skills and confidence demonstrated through badges and continued attendance.</li> <li>• Involvement and support of local community events including: <ul style="list-style-type: none"> <li>○ Saltford Festival</li> <li>○ Saltford Santa Dash</li> <li>○ Remembrance Parade</li> <li>○ Saltford School Fare</li> </ul> </li> <li>• Running off site events and camps including: <ul style="list-style-type: none"> <li>○ Division Camp</li> <li>○ Sleepovers at FlipOut, training and activity centre and our own hall</li> </ul> </li> <li>• Supporting our volunteers by meeting regularly, rewarding long service and developing former guides as young leaders.</li> <li>• Continuing to implement the findings of our risk assessment to ensure the Guide Hut remains a safe, pleasant and secure place for guiding into the future.</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
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Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>During Covid guiding income and ability to raise funds was curtailed.</p> <p>During this time, we applied for and were successful at funds from BANES local authority to support the upkeep and maintenance of the Charity's facilities and hall.</p> <p>Our financial situation is positive with reserves capable of covering operational costs and risks identified during a review of our hut.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>We aim to hold reserves covering 6 to 12 months of running costs as our reserves, enough to cover the subs for everyone in our unit. Currently we hold sufficient reserves for approximately 18 months of operations without income.</p> <p>We are also reviewing the suitability and accessibility of our facilities and holding reserves to cover these costs, such as the replacement of fire doors. This does not count towards our reserve amount.</p> <p>We do not aim to excess amounts of money that we do not plan to spend. Currently our reserves are higher than they need to be, and we are considering ways to reduce this. Current mitigations include a pause in claiming Gift Aid, reviewing our support for families and children who may struggle to access guiding in the coming year including absorbing cost increases such as heating and electricity costs for our facilities.</p> <p>We are also considering support for other guiding partners within our Girl Guide division.</p>
Amount of reserves held	Para 1.22	£31k
Reasons for holding zero reserves	Para 1.22	Reserves held
Details of fund materially in deficit	Para 1.24	No deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity is a going concern

### Additional information (optional)

You may choose to include further statements where relevant about:

		Subscription from families
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<p>The charity's principal sources of funds (including any fundraising)</p>	<p>Para 1.47</p>	
<p>Investment policy and objectives including any social investment policy adopted</p>	<p>Para 1.46</p>	
<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>Rising energy costs and of living affecting cost of guiding.</p> <p>Own property that is &gt;30 years of age.</p> <p>Risk assessment conducted for public use identified some yellow risks which we have worked to address.</p>
<p>Other</p>		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Royal Charter
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Written constitution with appointed trustees confirmed through district meeting.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	SALTFORD DISTRICT GUIDE ASSOCIATION
Other name the charity uses	
Registered charity number	1029921

Charity's principal address	The Guide Hut - Radcliffe, Lansdown Road, Saltford, Bristol, BS31 3BB

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Jo Prideaux			
2	Catherine Banfield			
3	Dianne Hooper			
4				
5				
6				
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8				
9				
10				
11				
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16				
17				
18				
19				
20				

**Corporate trustees - names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
Jo Prideaux		
Catherine Banfield		

Dianne Hooper		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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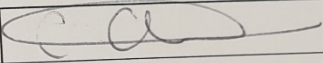
### Other optional information

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Prideaux.	
Full name(s)	Joane Prideaux	CATHERINE BANFIELD
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	25. 10. 22.	

**SALTFORD DISTRICT GUIDES  
INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2021**

PREPARED BY:

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Matthew King

The attached Income and Expenditure Account has been examined by myself ar with the books and vouchers presented to me. The receipts and payments are t knowledge, authorised transactions.

SIGNED BY INDEPENDENT REVIEWER:

Jane Withey

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id is in accordance  
o the best of my

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**SALTFORD DISTRICT GUIDES  
INCOME AND EXPENDITURE  
FOR THE YEAR ENDED 31 DECEMBER 2021**

		£	£
<b>INCOME</b>			
Subscriptions		8,849	
Gift Aid		-	
Over/Under Badges sold		-	
Interest		73	
Donations		130	
Grant		<u>18,636</u>	
			27,688
<b>EXPENDITURE</b>			
Allowances		1,440	
Heat and Light		801	
water rates		110	
Insurance		379	
Maint and Repairs		9,603	
Uniforms		50	
Cleaning		75	
Census		2,841	
		-	
subs refund		-	
sundry		<u>265</u>	
			15,564
<b>EXCESS OF INCOME OVER EXPENDITURE</b>			<u><u>12,125</u></u>
<b>REPRESENTED BY:</b>			
Opening Balance	Bank	19,199	
	Building Society	<u>6,354</u>	
			25,553
Closing Balance	Bank	31,250	
	Building Society		
	Cash	<u>6,428</u>	
			37,678
<b>NET MOVEMENT</b>			<u><u>12,125</u></u>

SALT FORD DISTRICT GUIDES			31.12.2021										
INCOME													
Date	Ref	£	over/under badges'	interest	hire of hut	gift aid	Grant	donations	subs	chq no.	chq date	Child Ref	
Jan 14		Subs	35						35			Harrison	
Jan 21		Subs	35						35			Wilkinson	
Jan 22		Subs	35						35			Kawaley	
Jan 29		Subs	35						35			Burston	
Feb 01		Subs	5						5			Sheppard	
Feb 01		Subs	20						20			Langley	
Feb 01		Subs	70						70			Twiggs	
Feb 01		Subs	2.5						2.5			Rowland	
Feb 02		Subs	35						35			MacNaughton	
Feb 05		Subs	35						35			Aylett	
Feb 05		Subs	35						35			Orchard	
Feb 05		Subs	35						35			Lees	
Feb 05		Subs	35						35			Hamlen	
Feb 08		Subs	35						35			Walsh	
Feb 08		Subs	35						35			Cummins	
Feb 08		Subs	35						35			Smith	
Feb 10		Subs	35						35			Buckland	
Feb 15		Subs	35						35			Harrington	
Feb 15		Subs	35						35			Hodgson	
Feb 15		Subs	17.5						17.5			Jardine	
Feb 15		Subs	35						35			Megan	
Feb 15		Subs	35						35			Benden	
Feb 15		Subs	35						35			Benden	
Feb 22		Subs	17.5						17.5			Hobbs	
Feb 24		Subs	15						15			Langley	
Feb 24		Subs	35						35			Rowland	
Mar 01		Subs	35						35			Dorey	
Mar 04		Subs	35						35			Phillips	
Apr 15	BANES	Grant	9431				9431						
Apr 28		Subs	90						90			Hobs	
Apr 28		Subs	90						90			Rainbow	
Apr 28		Subs	90						90			Mounter	
Apr 29		Subs	90						90			Herbert	
Apr 29		Subs	90						90			Young	
Apr 29		Subs	90						90			Andrews	
Apr 30		Subs	90						90			Gibbo	
May 04		Subs	90						90			Hussain	
May 05		Subs	90						90			Jody	
May 07	BANES	Grant	1205				1205						
May 07		Subs	90						90			Aylett	
May 07		Subs	90						90			Riddle&Metters	
May 07		Subs	90						90			A&J Andrews	
May 10		Subs	180						180			Barton	
May 11		Subs	90						90			Coombs	
May 11		Subs	90						90			Coombs	
May 12		Subs	90						90			Macnaughton	
May 12		Subs	90						90			Sypko	
May 12		Subs	90						90			Harrison	
May 13		Subs	90						90			Garlicck	
May 14		Subs	90						90			Jardine	
May 17		Subs	90						90			Boardman	
May 17		Subs	90						90			Watson-Gover	
May 18		Subs	90						90			Hamlen	
May 18		Subs	90						90			Hamlen	
May 19		Subs	90						90			Schlick	
May 19		Subs	90						90			Brown	
May 19		Subs	90						90			Brown	
May 20		Subs	90						90			MCNISH	
May 21		Subs	90						90			Pickrell	
May 24		Subs	90						90			Gwynedd	
May 24		Subs	90						90			Stafford	
May 24		Subs	90						90			Kinsler	
Jun 01		Subs	90						90			Beck	
Jun 01		Subs	90						90			Cummins	
Jun 01		Subs	90						90			Beck	
Jun 01		Subs	90						90			Benden	
Jun 01		Subs	90						90			Benden	
Jun 01		Subs	90						90			Loveys	
Jun 01		Subs	30						30			Harrington-Par	
Jun 04	Slatford Parish	Donat	75					75					
Jun 07		Subs	90						90			Ferris	
Jun 07		Subs	90						90			Lawday	
Jun 07		Subs	90						90			Rowland	
Jun 07		Subs	90						90			Rowland	
Jun 08		Subs	90						90			Caren	
Jun 09		Subs	90						90			Sheppard	
Jun 09		Subs	90						90			Watt	
Jun 09		Subs	90						90			Dorey Timothy	
Jun 09		Subs	90						90			Prideaux	
Jun 09		Subs	90						90			Oliver	
Jun 09		Subs	90						90			Risdale	
Jun 10		Subs	90						90			Williams	
Jun 10		Subs	90						90			Williams	
Jun 10		Subs	90						90			Hewitt	
Jun 10		Subs	90						90			Veitch	
Jun 11		Subs	180						180			Twiggs	
Jun 11		Subs	35						35			Carter	
Jun 11		Subs	90						90			Wilkinson	
Jun 14		Subs	90						90			Sheppard	
Jun 14		Subs	90						90			Sheppard	
Jun 15		Subs	90						90			Ker-Bridges	
Jun 17		Subs	90						90			Buckland	
Jun 18		Subs	90						90			Dominguez	
Jun 21		Subs	90						90			Barrett	
Jun 28		Subs	90						90			Burston	
Jun 30		Subs	90						90			Thain	
Jul 05		Subs	90						90			Baker	
Jul 08		Subs	35						35			Jackson	
Jul 08		Subs	90						90			Carter	
Jul 08		Subs	90						90			Conneely	
Jul 08		Subs	32						32			Smith	
Jul 08		Subs	58						58			Smith	
Jul 09		Subs	90						90			Knight	
Jul 12		Subs	90						90			Thomas	
Jul 12		Subs	90						90			Strange	





# Independent reviewer's checklist and confirmation form



## Unit or level - to complete this section:

Name of unit or level:	
Name of local commissioner:	
Contact details for local commissioner (email address or phone number):	

## Independent reviewer - to complete the rest of the form:

Name of independent reviewer:	
Contact details for independent reviewer (email address or phone number):	

## I confirm that I have carried out the following checks on the accounts for the above unit or level:

A bank account exists in the name of the unit or level, and most income is recorded here	<input type="checkbox"/>
Spending and income are accurately recorded across financial records, including: <ul style="list-style-type: none"> <li>• Bank statements</li> <li>• Paying in books</li> <li>• Cheque books</li> <li>• Invoices</li> <li>• Receipts</li> </ul>	<input type="checkbox"/>
Grant money has been used for the right purpose	<input type="checkbox"/>
Cash held is minimal	<input type="checkbox"/>
Money collected for another charity has been passed on appropriately	<input type="checkbox"/>

During my review, there have been no concerns about how the above unit or level keeps accounts or spends money;

Or

During my review, the following matters have been raised with the commissioner or HQ:

\* Continue on a separate page if required

You can find more information about this process in our [end of year reviews](#).

Signature .....

Date .....