



# Trustees' Annual Report for the period

		Period start date		Period end date	
<b>From</b>	1	April	2022	<b>To</b>	31 March 2023

## Section A Reference and administration details

<b>Charity name</b>	Kent Weald County Girl Guides
<b>Other names charity is known by</b>	Girlguiding Kent Weald
<b>Registered charity number (if any)</b>	1033439
<b>Charity's principal address</b>	c/o Miss Rosslyn Vaughan 33 Lansdowne Ave Maidstone, Kent <b>Postcode</b> ME15 9DN

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs Dawn Archer	County Commissioner		Region Commissioner
2	Miss Rosslyn Vaughan	County Treasurer		County Commissioner
3	Mrs Patricia Anne Arnold	Division Commissioner		County Commissioner
4	Mrs Pamela Sell	Division Commissioner		County Commissioner
5	Mrs Elizabeth Gallop	Division Commissioner	Resigned 31/1/2023	County Commissioner
6	Mrs Angela Margaret Gumbley	Division Commissioner	Appointed 1/2/2023	County Commissioner
7	Miss Tegen Currah	Division Commissioner		County Commissioner
8	Miss Emma Jeffery	Division Commissioner		County Commissioner
9	Miss Laura Tierney	Division Commissioner	Resigned 31/03/23	County Commissioner
10	Mrs Sally-Anne Mary Gathern	Division Commissioner		County Commissioner
11	Mrs Louise Neale	Division Commissioner	Resigned 08/05/2022	County Commissioner
12	Mrs Alison Mighell	Division Commissioner		County Commissioner

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution)

Royal Charter 14 December 1922

How the charity is constituted  
(eg. trust, association, company)

Association

Trustee selection methods  
(eg. appointed by, elected by)

Trustees are the holders of the following appointments:  
County Commissioner  
County Treasurer  
Division Commissioners

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Girlguiding Kent Weald are GDPR compliant. We also comply with Girlguiding Guidelines on Safeguarding.

The Girlguiding Kent Weald County Commissioner is, by way of office, one of the 5 Trustees of the Paxwood facility, which is governed by a Constitution dated 10/11/2014. The Constitution specifies that the County Commissioners of each of the 4 Kent Counties: Greater London Kent, Kent East, Kent Weald and Kent West, are trustees, together with the Treasurer of Paxwood.

The constitution specifies that the 4 Counties are entitled to a quarter share of any profit or loss on disposal of the facility.

The structure of this arrangement is currently being investigated.

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

To pursue the objectives of The Guide Association using a balanced and stimulating programme for each age group, thereby unlocking the potential of girls and young women and encouraging good citizenship.

The Association acknowledges its requirements to demonstrate clearly that it must have charitable purposes that are for the Public Benefit. The trustees confirm that they have paid due regards to the Charity Commission guidance on Public Benefit before deciding what activities the Charity should undertake.

**Girlguiding Kent Weald – Annual Report to 31 March 2022**

Girlguiding Kent Weald is part of the larger organisation of Girlguiding and seeks to provide quality training, advice and support to its members. Girlguiding Kent Weald covers 190 units in eight Divisions and 20 Districts and has approximately 3,200 members at present. Numbers decreased during the pandemic which follows a national pattern. The membership is spread over a wide age range – from four years upwards, with Rainbows, Brownies, Guides, Rangers, Young Leaders and adult volunteers.

The work of supporting our members is carried out by the County Executive, an Adventure Team and other lead volunteers/teams on a voluntary basis. Travel and incidental expenses are paid. We employ a part-time administrator for approximately 5 hours a week. She is self-employed so has no contract of employment and the charity does not have to account for tax and national insurance. During the year, 8 Trustees received a total of £252

The County has Advisers in several areas including Outdoor Activities, Leadership and Membership support and a volunteer adult Training Team. Advisers and Trainers normally attend trainings and meetings in their specialist areas so that they are able to provide help and support when required. This year these meetings have been a mixture of in person meetings and via Zoom.

Members have voted to continue with a hybrid mix of in person and Zoom meetings permanently in the future, particularly meeting online during the winter months. This will continue to have a positive impact on our overheads with a reduction in travelling expenses claimed.

Covid has continued to cause disruption to our units during this period with enhanced risk assessments and Covid protocols in place, but most units have continued to meet regularly either in their regular meeting place, in outside spaces or via Zoom.

**Programme opportunities for girls, young women and volunteers**

Our annual programme continued to be disrupted by Covid and the uncertainties around it when it came to long term planning but we were able to offer a Guide Sailing Day and Challenge Invicta, an incident hike in the Sutton Valence area.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

## Training

Most training opportunities continued online in 2021-22 due to the pandemic but we were able to offer some of the mandatory sessions in person; A Safe Space and Girlguiding's first aid training, First Response.

Girlguiding London and South East England Region have continued to offer a whole programme of A Safe Space and First Response trainings via Zoom, providing mandatory training when in person was not possible. Volunteers completing First Response required a short in person session with a trainer to demonstrate their understanding of the practical skills and these were provided locally in small groups.

New Leaders continued to be supported by volunteer mentors as they completed their Leadership Programme training.

Due to the much reduced in person training programme, units were not charged the County Training Levy in 2022.

## International Events

In previous years Guides, Rangers and Leaders have had an opportunity to gain International Guiding experience on Girlguiding London and South East England trips. Those selected are offered financial assistance.

No International trips took place during this time although planning has now resumed and there will be further opportunities via the Region in the future. Unit international trips which were postponed are now continuing their plans for later this year and next.

### Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Please see Section C above

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Because of the need to pay deposits, to book facilities and tickets in advance of event income being received, the charity needs to carry sufficient reserves to meet its objectives of running events

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:


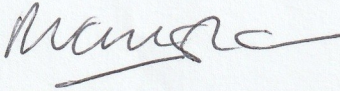
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Having considered their finances, the Trustees consider the charity is a "Going Concern".

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dawn Archer	Rosslyn Vaughan
Position (eg Secretary, Chair, etc)	County Commissioner	County Treasurer
Date	30/10/2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Kent Weald County Girl Guides

1033439

## Receipts and payments accounts

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For the period  
from

4/1/2022

To

3/31/2023

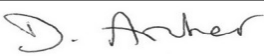
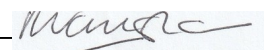
### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
grants and donations	281			281	198
Annual subscriptions	7,830	-	-	7,830	3,692
purchase of girlguiding goods	17,673	-	-	17,673	21,725
Girl Events	9,408			9,408	1,495
training levy	-	-	-	-	-
international trips	-	-	-	-	-
international support fun	-	-	-	-	526
County Show	220			220	
residential weekends	-	717	-	717	-
bank interest				-	3
other	-	-	-	-	3
<b>Sub total</b> (Gross income for AR)	35,412	717	-	36,129	27,642
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	35,412	717	-	36,129	27,642
<b>A3 Payments</b>					
annual subscriptions	435	-	-	435	529
donations	250	-	-	250	470
international grants	-	-	-	-	250
sale of girlguiding goods	15,678	-	-	15,678	18,090
adult leaders training	691	-	-	691	1,480
girls events	8,591	-	-	8,591	1,555
international trips	-	-	-	-	1,426
Leaders residential weekends	-	666	-	666	50
County Day	617			617	
County Show	610			610	
Paxwood legal exps	750			750	
Awards and Award celebration	1,921			1,921	1,175
County management and administration					
	1,888			1,888	1,284
County training administration	1,366			1,366	826
training equipment				-	737
other	17	-	-	17	3
<b>Sub total</b>	32,814	666	-	33,480	27,875
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	32,814	666	-	33,480	27,875
<b>Net of receipts/(payments)</b>	2,598	51	-	2,649	233
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	41,573	1,499	-	43,072	-
<b>Cash funds this year end</b>	44,171	1,550	-	45,721	43,072

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	County	39,316	1,550	-
	depot	4,855	-	-
		-	-	-
	<b>Total cash funds</b>	<b>44,171</b>	<b>1,550</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	quarter share of of Girlguiding Paxwood cash funds	-	14,383	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
	Voucher (Prison Island)	unrestricted	1,017	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	D Archer	17102023
	R VAUGHAN	17102023



# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Report to the trustees/  
members of

Charity Name  
Kent Weald County Girl Guides

On accounts for the year  
ended

31<sup>st</sup> March 2023

Charity  
no (if  
any)

1033439

Set out on pages

1 - 8

(remember to include the page numbers of additional sheets)

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. Where the charity's gross income exceeded £250,000 I am qualified to undertake the examination by being a qualified Fellow of the Association of Charity Independent Examiners.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent  
examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: D R Ralph

Date: 16<sup>th</sup> November 2023

Name: David R Ralph

Qualification

FCIE

Address: 50 Southwood Road, Rusthall, TUNBRIDGE WELLS, Kent. TN4 8SP

