



# Trustees' Annual Report for the period

Period start date		Period end date		
<b>From</b>	1	April	2024	<b>To</b> 31
				March 2025

## Section A Reference and administration details

**Charity name** Kent Weald County Girl Guides

**Other names charity is known by** Girlguiding Kent Weald

**Registered charity number (if any)** 1033439

**Charity's principal address** c/o Miss Rosslyn Vaughan

33 Lansdowne Ave

Maidstone, Kent

**Postcode** 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 Angela Margaret Gumbley	Division Commissioner	Appointed 01/02/2023	County Commissioner
6	Mrs Sally-Anne Mary Gatherern	Division Commissioner		County Commissioner
7	Emma Jeffrey	Division Commissioner	Resigned 31/12/2024	County Commissioner
8	Louise Fermor	Division Commissioner	Appointed 01/09/2024	County Commissioner
9	Paula Savage	Division Commissioner	Appointed 2/6/2023	County Commissioner
10				
11				

### 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. We now have ownership of Paxwood (freehold) but the governance has not changed, currently in the process of getting advice to move forward with this.

## 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 is part of the larger organisation of Girlguiding and seeks to provide quality training, advice and support to its members. Girlguiding Kent Weald covers units in seven divisions, 17 districts and has approximately 3,200 members at present. The membership is spread over a wide age range – from four years upwards, with Rainbows, Brownies, Guides, Rangers, Young Leaders and adult volunteers. Attracting volunteers is an ongoing problem, more are needed to support current units as well as meeting our aims to expand and reduce waiting lists in many areas.

The work of supporting our members is carried out by the county executive, an adventure team, a learning and development team, an awards team, a finance team and other lead volunteers/teams on a voluntary basis. Travel and incidental expenses are paid. The finance team is a new addition, supporting the county treasurer, and they are concentrating on streamlining our financial procedures to make them more robust. 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.

The county has advisers and co-ordinators covering several areas including residential, leadership support, walking and young leaders. Advisers and trainers attend trainings and meetings in their specialist areas provided locally, regionally and nationally so that they are able to provide help and support when required. These meetings are a mixture of in person meetings, online e-learning, via zoom or webinars.

Girlguiding's mandatory training sessions are accessed online as e-learning or webinars via Girlguiding's Learning Platform or in person sessions. County trainers help to facilitate training offered via the Learning Platform. Our specialist trainer has delivered Girlguiding's own first aid course, First Response in person. We held a County Training day in March 2025, open to all volunteers, bringing in trainers from outside of the county to support our own training team to deliver a variety of sessions. Mentors continue to support our leaders in training as they complete the Learning Development programme. We do not charge volunteers to cover training costs and continue to cover this from general funds.

Over the year we were able to offer our regular, annual activities - Guide Sailing Day, Brownie and Guide Water Fun Days and Challenge Invicta, a large scale incident hike in the Tunbridge Wells area.

Across the county, young members had residential opportunities organised by units or local areas. Plans are under way for a county camp for Guides, Rangers and Young Leaders in May 2026.

International trips have also taken place, with units organising their own trips and adult and young members have also taken part in trips organised by the region. Units are currently planning international trips and for an adult international trip to Vienna in April and a trip to Mexico for older Guides and Rangers in 2026. There will also be opportunities for young and adult members to take part in region international trips.

Kent Weald Walkers continue to offer monthly walks for volunteers as well as a residential opportunity.

**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)**

An annual Awards Celebration is now established, which is an opportunity to present awards and to recognise the achievements of our volunteers.

In January a sleepover for Guides and Rangers was held at SOAR, a trampolining centre and it was repeated in February for Rainbows and Brownies. A total of 120 young members were present at each event plus adult volunteers.

Nine Trustees claimed total of £148.28 in expenses during the year.

#### **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".


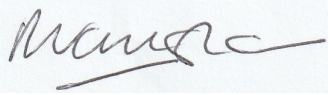
## Section F Other optional information

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## 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	25/11/2025	



## Receipts and payments accounts

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For the period  
from

01/04/2024

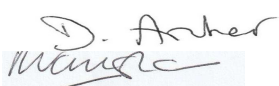
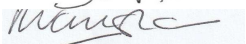
To

31/03/2025

### 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				-	1584
Annual subscriptions	4,111	-	-	4,111	3,130
purchase of girlguiding goods	16,707	-	-	16,707	19,254
Girl Events	34,915	-	-	34,915	6,435
training levy	-	-	-	-	-
international trips	-	-	-	-	-
international support fun	-	-	-	-	-
County Show	243	-	-	243	219
residential weekends	-	7,590	-	7,590	-
bank interest	356	-	-	356	327
other	5,649	-	-	5,649	2,211
<b>Sub total (Gross income for AR)</b>	<b>61,982</b>	<b>7,590</b>	<b>-</b>	<b>69,572</b>	<b>33,160</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>61,982</b>	<b>7,590</b>	<b>-</b>	<b>69,572</b>	<b>33,160</b>
<b>A3 Payments</b>					
annual subscriptions	461	-	-	461	390
donations	-	-	-	-	-
international grants	320	-	-	320	760
sale of girlguiding goods	17,568	-	-	17,568	18,964
adult leaders training	758	-	-	758	880
girls events	16,695	-	-	16,695	4,848
international trips	-	-	-	-	-
Leaders residential weekends	-	400	-	400	-
County Day	585	-	-	585	611
County Show	400	-	-	400	475
Paxwood legal exps	-	-	-	-	534
Awards and Award celebration	885	-	-	885	1,756
County management and administration	5,469	-	-	5,469	5,704
County training administration	1,624	-	-	1,624	1,337
training equipment	-	-	-	-	-
other inc strategic plann	3,247	-	-	3,247	1,203
<b>Sub total</b>	<b>48,010</b>	<b>400</b>	<b>-</b>	<b>48,410</b>	<b>37,462</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>48,010</b>	<b>400</b>	<b>-</b>	<b>48,410</b>	<b>37,462</b>
<b>Net of receipts/(payments)</b>					
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>					
<b>Cash funds this year end</b>	-	-	-	-	-

## 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 #	55,950	400	-
	depot	4,284	-	-
		-	-	-
	<b>Total cash funds</b>	<b>60,235</b>	<b>400</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	quarter share of of Girlguiding Paxwood cash funds	-		-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Voucher (Prison Island)	unrestricted		-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Dawn Archer	22092025
			Rosslyn Vaughan	<b>22092025</b>



# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Kent Weald County Girl Guides

On accounts for the year  
ended

31<sup>st</sup> March 2025

Charity  
no

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:

10<sup>th</sup> November 2025

Name:

David R Ralph

Qualification

FCIE

Address:

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