

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY

ACCOUNTS

FOR THE YEAR ENDED

31 July 2020

REGISTERED CHARITY NO. 1035091

Membership of the County Executive Committee (Trustees) comprises:-

Voting Members

Ms Sarah Myers	Role started 01/08/2019	The County Commissioner
Miss C Coleman	Role started 01/08/2019	The Assistant County Commissioner
Miss C Coleman		}
Mrs A Ireland		
Mrs V Smith-Roe		
Mrs Amanda Mitchell		
Mrs Melanie Williams	Role ended 08/12/2019	
Miss R Harding	Role started 29/02/2020	
Ms Sarah Myers	Role ended 29/11/2019	
Miss A Taylor	Role started 29/11/2019	}
Mrs L Arthan		
Mrs V Smith-Roe		
		The Division Commissioners
		The County Treasurer

Non Voting Members

Mrs C Jones		}	Chairman/Trefoil Guild
Mrs M Rayner			Chairman/Trefoil Guild
Mrs B Hodges	Role started 01/08/2019		
Mrs H Smith			
Miss L Milward			
Mrs J Price			
Miss K Leeming	Role ended 31/08/2019		Specialist Advisers
Mrs M Wynn			

Charity registered number

1035091

Principal Office

3&4 Conwy House
St Georges Court
St Georges Road
Donnington
Telford
TF2 7BF

Independent Review

WR Partners
Belmont House
Shrewsbury Business Park
Shrewsbury
Shropshire
SY2 6LG

Main Bankers

CAF Bank Ltd
25 King's Hill
King's Hill
West Malling
Kent
ME19 4JQ

The Guide Association Shropshire

Annual Report for the year ended 31 July 2020

The County Executive Committee, who act as trustees, in accordance with the bye law 9.2C of the Royal Charter of The Guide Association, shall be responsible for directing the development of the principles and aims of Girlguiding, within the County of Shropshire, in accordance with the current issue of:-

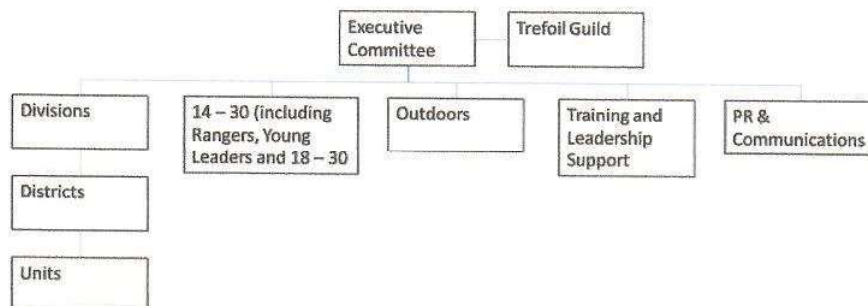
The Royal Charter of Bye Laws
The Guiding Manual
The Handbooks

The Guide Association is an unincorporated charity, constituted under a Royal Charter granted 14 December 1922.

Methods, policies & procedures for the appointment and induction of new trustees

The trustees are the voting members of the Executive Committee. They are the County Commissioner, who is appointed by the Midland Region Commissioner, her Assistant, the County Treasurer and the Division Commissioners all of whom are the appointees of the County Commissioner in consultation with the other trustees. Five meetings are held each year.

The Management structure of Girlguiding Shropshire is as follows. All communications are bi-directional.



Objectives and Activities

The Guide Association is the UK's largest voluntary organisation for girls and young women. Girlguiding Shropshire is set within the Guide Association Midlands Region and is therefore an integral part of the National Association.

Girlguiding UK's vision

An equal world where all girls can make a positive difference, be happy, safe and fulfil their potential.

Girlguiding UK's Mission

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.

Our Values

Our values are our shared commitment to be: Caring, Challenging, Empowering, Fun, Inclusive and Inspiring.

Achievements and Performance

Girlguiding is the leading charity for girls and young women in the UK. We build girls' confidence and raise their aspirations. We give them the chance to discover their full potential and encourage them to be a powerful force for good. We give them a space to have fun. Girlguiding Shropshire continues to offer our young women fun, exciting activities and the chance to make lifelong friends. You'll find us in many communities, helping to give girls a head start in life and encouraging them to be happy, self-confident and curious about the difference they can make.

In Autumn 2019, Girlguiding Shropshire decided to relocate its county office. The decision to move to new premises provided the opportunity to rethink what the organisation needed from a property over the next 5 years. The new Headquarters has enabled the organisation to create a flexible space which can be used for meetings, trainings and events and also home for our growing county archive which we can now display.

The county plan has been revised alongside the launch of the new national strategy 'Today, Tomorrow, Together'. Objectives have been agreed for the next 5 years and these will be reviewed on an annual basis by the county team. Task and finish groups have been identified for key areas of: Growth and Retention, GO database administration and hearing girls voices within the county. There have been a number of new appointments to the county team during the year as existing roles have come to their end dates.

As with all youth organisations, the operations of Girlguiding Shropshire were impacted by the Coronavirus pandemic from March 2020. The national programme was adapted to enable virtual delivery with a theme of 'Adventures at home'. Some units have adapted to provide online meetings and about 30% of our units took the opportunity to meet outdoors and face to face when guidance permitted, subject to full risk assessment. The full impact of these pandemic restrictions on our member numbers are anticipated to be seen in 2021 prior to the annual subscriptions.

Through the year we have maintained a full programme of trainings, either face to face or virtually during Covid. This includes Safe Space, 1st Response, programme training and our usual September training week for all volunteers and Young Leaders. We have also held our Commissioner 'Connect' networking event and a virtual Commissioner training day. Unfortunately our annual County Day event was cancelled due to lockdown. This has been reconfigured as a virtual event for 2021. Trainings have remained free to all volunteers throughout 2019/2020.

We organised a combination of county events for our members. Face to face events included; 150 girls from across the county attending the Polar Express evening before Christmas 2019 and a Girlguiding 'takeover' of the Telford Park Run which was also a great publicity opportunity. The Outdoor Team organised a walk up the Wrekin to see the sunrise in celebration of Thinking Day 2020. The new 18-30 offer 'Inspire' was launched with a quiz evening and the group created a successful virtual guiding challenge badge during the first lockdown, which was well adopted inside and outside of the county.

We also launched our Shropshire Way walking challenge badge and relaunched a streamlined version of the Go Wild badge to provide accessible ideas for outdoor activities for girls and volunteers to do with their families/bubbles during the weekends and holidays. The 'Shropshire Stay At Home Sleepover' was a county wide virtual event held over the May bank holiday. It consisted of a variety of challenges which could be completed at home and with units on Zoom.

Financial Review

The year started with the move to our new County Office to further enhance our offering to the adult volunteers within the County. A decision was also made to cancel the County trip to Mexico due to the rising costs in travel and insurance. This later proved very prudent given the global pandemic that hit us. We continue to maintain and improve our activity centre Lyneal by spending the designated funds on an ongoing schedule of maintenance work. We once again had a local Polar Express trip.

During 2020 we have continued Guiding on a more virtual and support basis to keep connected with our members during the coronavirus pandemic. We have also strengthened the support we provide by creating a Finance Committee and making changes to our Risk & Governance Committee, the Awards Committee and the structure of the County Executive. I see these as positive ways to ensure financial information is communicated in a clear and consistent manner.

Reserves Policy

The trustees have agreed to maintain a policy of 3 years worth of rent and service charge payments for the county office which equates to approximately £52,000 and will be reviewed at every financial year end.

The bank balances at the year end continue to be in excess of this policy and we expect to spend funds in line with the new policy in future financial periods.

Free reserves at the year end were £176,392 which are representation of the charity's unrestricted funds (2019: £150,535).

Public Benefit

In planning our activities for the year the trustees have had due regard for the Charity Commission's guidance on public benefit. In fulfilling the aim of Guiding, being the development of girls and young women, the Charity has organised activities and supported leaders in running events physically and virtually. Girlguiding Shropshire continues to support the national Girlguiding programme by continuing to train it's members free of charge.

Approved on behalf of the County Executive Committee



Mrs Victoria Smith-Roe
County Treasurer

Date:

14/04/2021

Independent Examiner's Report

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2020 which are set out on pages 6 to 8.

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').

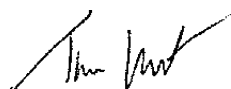
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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.



Tim Lunt

BA FCCA MIRPM

WR Partners

Chartered Accountants

Date 18/05/2021

THE GUIDE ASSOCIATION SHROPSHIRE
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 JULY 2020

	Unrestricted	Restricted	Designated	Endowment	2020 Total	2019 Total
Receipts						
Donations & Grants	2,267	-	-	-	2,267	2,027
Letting fees	2,909	-	-	-	2,909	6,295
Members subscriptions	30,984	-	-	-	30,984	29,886
Investment income	3,563	-	-	339	3,902	3,460
Other income	22,438	-	3,900	-	26,338	38,773
Sale of badges	30,727	-	-	-	30,727	45,205
Total receipts	92,888	-	3,900	339	97,127	125,646
Payments						
Direct charitable expenditure	40,310	-	15,010	-	55,320	35,652
Management and administration	26,721	-	-	-	26,721	70,883
Total payments	67,032	-	15,010	-	82,042	106,535
Surplus / (Deficit) of receipts over payments	25,856	-	(11,110)	339	15,085	19,112
Net Movement in funds	25,856	-	(11,110)	339		
Bank and cash balances at 1st August 2019	150,536	-	24,265	5,184	179,985	160,873
Bank and cash balances at 31st July 2020	176,392	-	13,155	5,523	195,070	179,984

THE GUIDE ASSOCIATION SHROPSHIRE
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 JULY 2020

	Type	2020	2019
<u>Cash Funds</u>			
Bank and cash balances	Unrestricted	176,392	150,536
Bank and cash balances	Designated	13,155	24,265
Bank and cash balances	Endowment	5,523	5,184
Total cash funds		195,070	179,985
<u>Investment Assets</u>			
Charifund 1,876 units	Unrestricted	23,404	29,943
Charifund 409 units	Endowment	5,103	6,528
CAF Income Account	Unrestricted	47,584	47,538
CAF Investments	Unrestricted	9,517	9,508
		85,608	93,517
<u>Assets retained for the charity's own use</u>			
Freehold property Lyneal Centre, Lyneal	Unrestricted	204,171	204,171
Fixtures, fittings and equipment Lyneal Centre	Unrestricted	10,000	10,000
Badges & Office Stocks	Unrestricted	10,185	9,067
Sundry Debtors	Unrestricted	1,551	1,510
		225,907	224,748
<u>Liabilities</u>			
Sundry Creditors	Unrestricted	1,733	1,438

These accounts were approved by



Mrs V Smith-Roe

County Treasurer

Date: 14/04/2021



Ms Sarah Myers

County Commissioner

Date: 13/5/2021

THE GUIDE ASSOCIATION SHROPSHIRE
NOTES TO THE ACCOUNTS 2020

Cash funds

	<u>Opening Balance</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfer</u>	<u>Surplus /(deficit) of receipts over payments</u>	<u>Closing Balance</u>
<u>Unrestricted Funds</u>						
Shropshire Main	121,108	46,504	(31,802)	(3,353)	11,349	132,448
Lyneal Activities Centre	21,429	15,659	(5,508)	(600)	9,551	30,980
Badge Account	7,067	30,287	(26,724)	(3,000)	563	7,639
HQ Account	225	57	(48)	(234)	(225)	0
Training Committee	707	381	(2,997)	7,234	4,618	5,325
	<u>150,536</u>	<u>92,887</u>	<u>(67,079)</u>	<u>47</u>	<u>25,856</u>	<u>176,392</u>
<u>Designated Funds</u>						
Waves Camp Account	47	-	-	(47)	(47)	0
Outdoor Activity Centre Fund	16,268	-	(3,113)	-	(3,113)	13,155
Mexico 2020 Trip	7,950	3,900	(11,850)	-	(7,950)	-
<u>Endowment Fund</u>						
Elizabeth Mowat Memorial Fund	5,184	339	-	-	339	5,523
	<u>179,985</u>	<u>97,127</u>	<u>(82,042)</u>	<u>-</u>	<u>15,086</u>	<u>195,070</u>

The Outdoor Activity Centre continues to spend its maintenance fund and will continue to do so over the coming financial year

The planned county trip planned to Mexico (Our Cabana) in 2020 has been cancelled due to current travel issues

The Elizabeth Mowat Memorial Fund was set up in February 1979 following the receipt of £1,000. The income arising is to be applied at the absolute discretion of the County Commissioner for charitable purposes connected with the Guide movement in the county of Shropshire.