

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY

CONSOLIDATED ACCOUNTS

FOR THE YEAR ENDED

31 July 2023

REGISTERED CHARITY NO. 1035091

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY

MEMBERS REPORT FOR THE YEAR ENDED 31 JULY 2023

Membership of the County Executive Committee comprises:-

Voting Members

Ms Sarah Myers		The County Commissioner
Miss C Coleman		The Assistant County Commissioner
Mrs V Smith-Roe		The County Treasurer
Mrs A Ireland	Role ended 9/12/2022	The Division Commissioners
Miss J Hurst	Role started 9/12/2022	
Mrs L Mitchell		
Mrs Amanda Mitchell	Role ended 1/12/2022	
Mrs N Fancett	Role started 1/12/2022	
Miss R Harding		
Miss A Taylor		
Miss A Gray		
Mrs D Griffiths		

Non Voting Members

Mrs M Rayner		Chairman/Trefoil Guild
Mrs B Hodges	Role ended 01/08/2022	Specialist Advisers
Mrs S Smith-Roe	Role started 01/08/2022	
Mrs M Wynn		
Mrs C Nockles		Joint Division Commissioner - Ludlow

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 COUNTY
ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2023

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:-

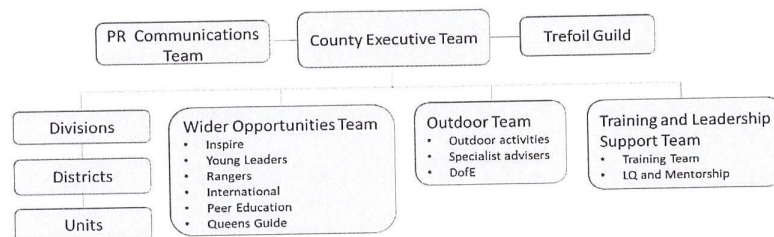
The Royal Charter of Bye Laws
The Guiding Manual
The Handbooks

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. Four meetings are held each year in line with the County Constitution.

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



Objectives and Activities

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

Girlguiding UK's strategy - Today, tomorrow, together

Girlguiding exists to help girls and young women find their voice, and build skills and confidence – inspiring them to discover the best in themselves and empower them to make a positive difference in their community. We help girls know they can do anything.

Goals

- Exceptional experiences for girls
- Rewarding volunteer experience
- Impactful and inclusive
- Getting the basics right

Achievements and Performance

Exceptional experiences for girls

Events

We planned to hold 3 girl events this year. Let Loose in Ludlow was our Thinking Day sleepover for girls aged 13+ and was successful with 21 (about 20%) participants from across the county including representatives from some of our more remote areas. Participants worked towards the WAGGGS thinking day badge and played a wide game. The event was paired with a Sunrise Walk and we were joined by other members under the leadership of the county walking advisor. In May we held an all section county Water Day, units took to the water to canoe, paddle board and travel by barge in both Shrewsbury and Lyneal. The event was coordinated by our county water advisor and was very popular. We had also designed an all section day event called GOALS (Get Out And Learn Skills) with a county football Club, unfortunately we were unable to secure the event in time for the ladies football season. There are plans to commence discussions with a different club and hold this event in 2023-24.

The Shropshire Circles Challenge badge was launched in 2022 incorporating 8 topics: Sing, Travel, Explore, Play, Learn, Create, Cook and Share. All activities are based on a circular theme and designed to encourage units to work together and take part in groups to learn new skills from challenging another unit to play circular games to inviting someone from another country in the world to share their culture. This has been well supported with c. 400 participants.

C. 200 of the Shropshire members also attended the Midlands Megamix Camp at Beaudesert during the summer holidays.

Rewarding volunteer experience

Leaders in Training

Significant focus has been placed on supporting Leaders In Training to complete the Leadership Qualification ahead of Sept 2023 when this would be replaced by the new Leadership Development Programme. Our Leadership Qualification Coordinator delivered training to all county mentors and worked with them to upskill in preparation for the new programme. Working with the Leaders in Training, the coordinator and mentors supported the finalisation of evidence and signing off the old qualification or the transition of volunteers to the new programme. This has ensured there are no outstanding, part completed, qualifications following the summer holiday and all new trainees are on the new programme.

Training

The annual county day was held at the Charlton School Wellington on the 22nd April with a theme of MAGIC. The programme included skills training and an motivational speaker who ran a workshop style session. A series of face to face trainings have been delivered during the year to cover mandated training in support of the webinars available on the new Learning and Development Platform. Additionally, face to face modules to support the completion of the leadership qualification.

Volunteer events

The Shropshire Way Challenge Badge

The Shropshire Shamblers, a walking group, formed in between the lockdowns to take part in and promote the Girlguiding Shropshire Way Challenge. They have undertaken a series of walks over the year, led by different members of the walking group, with an open invitation for volunteers to join in. As a county we recorded 112 different walks, and covered 513 miles or 2257 guiding miles (i.e. the total mileage done collectively by all participants). We started the Challenge in February 2020 but this was extended from one year to three due to the pandemic. Overall, more than 116 members (10 from outside the County) have taken part, including 22 Brownie Guides, 29 Ranger Guides and 65 adult leaders.

Volunteer thank you

In September 2022, our County President hosted a thank you event for long service awards at Hodnet Hall in North Shropshire, including a cream tea and guided walk through the gardens.

Awards

We appointed a new Chair of Awards and subsequently launched our Shropshire Hero Awards, candidates are nominated by local volunteers for a member who goes the extra mile to make a difference and we have awarded 25 so far this year. We have received very few nominations for county awards and this will be an area of focus for next year.

Inclusive and impactful

PR

Membership numbers have increased since the pandemic, remaining lower than pre pandemic levels. Volunteer recruitment has been a priority and PR activities were a key focus in the financial year. An increased budget facilitated a volunteer week campaign on the digital boards in Telford Town Centre. This combined with posters for all Districts and recruitment postcards provided collateral for recruitment. Following the rebrand the Executive Committee approved investment in County and Division recruitment materials including, new table cloths, banners, pull up banners and feather flags for the new Autumn term 2023. A gazebo has also been purchased. We continued our relationship with Shropshire Festivals, attending Kids Fest in Telford for 2 days to promote Girlguiding in the county.

HM the Queen's funeral

Girlguiding Shropshire members were invited to take part in the commemoration service in Shrewsbury Abbey and a cross section of young members and leaders attended, laying a small posy in remembrance.

New Partnerships

The training team has piloted diversity and inclusion training which will continue to be developed in 2023/4. The opportunity has arisen to work with Telford and Wrekin Council specialist teams to develop training material to support young members to support each other in the unit, after an initial meeting we are planning to take this forward and work together.

Brilliant basics

Financial Governance

The Executive Committee agreed to maintain 2023 subscriptions levy for a 3rd year to support units in the cost of living crisis. Financial performance of savings and investments are delivering expected income to support the budget forecast. In line with best practice there are plans to review investment options to ensure the income from savings is maximised and continues to support the county to undertake its activities. The Finance committee has received a small number of nominations during the year for grants from the 'Girls Have Adventures' legacies to support young members to attend large scale events.

Risk Governance

The committee meets twice yearly with an annual risk session at the Executive Committee Meeting in November. The county risk register has been updated following the November 2022 session and an action plan is place.

Admin

Good progress has been made this year with reviewing enquiries and waiting lists. Safe space and first response training has been a focus ensuring that renewals are as easy as possible and volunteers are renewing in advance of deadlines to ensure compliance across the county.

Website upgrade and rebranding

The Executive Committee approved the upgrade of the Girlguiding Shropshire website to a new version of the software providing easier ongoing maintenance and configuration by our county website administrator. At the same time we took the opportunity to restructure and rebrand the pages.

Lyneal Activity Centre

A new Chair of Lyneal has been appointed. Lyneal usage continues to increase and a small number of local users are also increasing regular income, complementing income from Girlguiding hirers. The Executive Committee agreed a proposal to close the Lyneal management committee due to lack of volunteers. Lyneal matters are now managed as part of the county executive meetings and risk and finance management is aligned to the county risk governance and finance committees. The Chair of Lyneal (lead volunteer) attends the Executive Committee to represent Lyneal matters.

Trustees

In this financial year, 2 new trustees have been appointed as the previous trustee roles came to their end.

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY

FINANCIAL REPORT FOR THE YEAR ENDED 31 JULY 2023

Financial Review

This year we have moved to more "business as usual" and the trustees agreed to maintain our annual fee at the same rate as previous years. We therefore understood that there may be a requirement to spend some of our savings in order to support this.

We also had one of our investments lapse which also meant additional funds hitting the bank account. Post year end a meeting has been set up with a Financial Advisor to help the trustees make a decision with regards to our investments and cash balances going forwards.

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

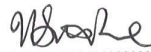
The bank balances at the year end continue to be in excess of this policy and we expect to spend funds in line with this policy in future financial periods

Free reserves at the year end were £199,590 which are a representation of the charity's unrestricted funds (2022: £154,917)

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 its members free of charge

On behalf of the County Executive Committee



Mrs Victoria Smith-Roe
County Treasurer

Date:

17/12/2023

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE GUIDE ASSOCIATION SHROPSHIRE

Independent Examiner's Report

I report to the charity trustees on my examination of the accounts of the charity for the period ended 31 July 2023 which are set out on pages 5 to 7.

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.

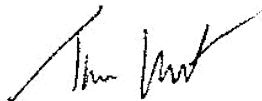
Independent examiner's statement

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.

Signed:



Dated: 13/02/2024

Tim Lunt

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

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 JULY 2023

	Unrestricted	Restricted	Designated	Endowment	2023 Total	2022 Total
Receipts						
Donations & Grants	-	-	-	-	-	11,002
Letting fees	5,541	-	-	-	5,541	3,756
Members subscriptions	23,586	-	-	-	23,586	23,302
Investment income	48,396	-	-	344	48,740	3,703
Other income	16,397	12,620	-	-	29,017	22,502
Sale of badges	26,337	-	-	-	26,337	32,510
sundry	2	-	-	(1)	-	-
Total receipts	<u>120,259</u>	<u>12,620</u>	<u>-</u>	<u>343</u>	<u>133,222</u>	<u>96,775</u>
Payments						
Direct charitable expenditure	52,502	12,754	2,914	150	68,320	75,273
Management and administration	23,084	-	-	-	23,084	22,549
Total payments	<u>75,586</u>	<u>12,754</u>	<u>2,914</u>	<u>150</u>	<u>91,404</u>	<u>97,822</u>
Surplus / (Deficit) of receipts over payments	44,673	(134)	(2,914)	193	41,818	(1,047)
Net Movement in funds	44,673	(134)	(2,914)	193	41,818	-
Bank and cash balances at 1st August 2022	154,917	3,650	12,646	6,722	177,935	178,982
Bank and cash balances at 31st July 2023	<u>199,590</u>	<u>3,516</u>	<u>9,732</u>	<u>6,915</u>	<u>219,753</u>	<u>177,935</u>

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY
STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 JULY 2023

	Type	2023	2022
<u>Cash Funds</u>			
Bank and cash balances	Unrestricted	199,590	154,917
Bank and cash balances	Designated	9,732	3,650
Bank and cash balances	Restricted	3,516	6,722
Bank and cash balances	Endowment	6,915	12,646
Total cash funds		219,753	177,935
<u>Investment Assets</u>			
Charifund 1,876 units	Unrestricted	26,991	28,417
Charifund 409 units	Endowment	5,885	6,195
CAF Income Account	Unrestricted	-	40,488
CAF Investments	Unrestricted	-	8,098
		32,876	83,198
<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	9,233	9,882
Sundry Debtors	Unrestricted	1,665	1,257
		225,069	225,310
<u>Liabilities</u>			
Sundry Creditors	Unrestricted	897	869

These accounts were approved by



Mrs V Smith-Roe
County Treasurer

Date: 17/12/2023



Ms Sarah Myers
County Commissioner

Date: 18/12/2023

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY
NOTES TO THE ACCOUNTS 2023

	<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	114,394	74,620	(36,217)	100	38,504	152,898
Lyneal Activities Centre	31,472	20,225	(12,039)	(600)	7,586	39,058
Badge Account	7,072	25,387	(23,050)	(3,000)	(663)	6,409
Training Committee	1,979	26	(4,280)	3,500	(754)	1,225
	<u>154,917</u>	<u>120,258</u>	<u>(75,586)</u>	<u>-</u>	<u>44,673</u>	<u>199,590</u>
<u>Restricted Funds</u>						
Switzerland 2023 trip	3,650	12,620	(12,754)	-	(134)	3,516
<u>Designated Funds</u>						
Outdoor Activity Centre Fund	2,646	-	(2,646)	-	(2,646)	-
Butler Fund	10,000	-	(268)	-	(268)	9,732
<u>Endowment Fund</u>						
Elizabeth Mowat Memorial Fund	6,722	344	(150)	-	194	6,915
	<u>177,935</u>	<u>133,222</u>	<u>(91,404)</u>	<u>-</u>	<u>41,818</u>	<u>219,753</u>

The Outdoor Activity Centre completed it's spend of the designated maintenance fund

We were given a donation of £10,000 from Mrs Butler's estate to spend at the discretion of the trustees

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. Some grants have been made this year

THE GUIDE ASSOCIATION SHROPSHIRE COUNTY
CONSOLIDATED RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31st JULY 2023

	Main	Lyneal	Badge	Mowat Swannick	Training	2023 Total	2022 Total
Receipts							
Donations	-	-	-	-	-	-	11,002
Letting fees	145	5,396	-	-	-	5,541	3,756
Members subscriptions	23,586	-	-	-	-	23,586	23,302
Investment income	40,572	7,824	-	344	-	48,740	3,703
Other income	22,938	6,079	-	-	-	29,017	22,501
Sale of merchandise	-	925	25,387	-	25	26,337	32,511
Sundry	2	-	-	(1)	-	-	-
Total receipts	87,243	20,224	25,387	343	25	133,222	96,775
Payments							
Direct charitable expenditure	27,271	14,491	22,836	150	3,572	68,320	75,272
Management and administration	21,969	194	214	-	707	23,084	22,550
Total payments	49,240	14,685	23,050	150	4,279	91,404	97,822
 Inter acs transfers eliminate	 100	 (600)	 (3,000)	 -	 3,500	 -	 -
Surplus / (Deficit) of receipts over payments	38,103	4,939	(663)	193	(754)	41,818	(1,047)

Bank & Cash

	Schedule	Type	2023	2022
CAF Current Account 00015665	Main	Unrestricted	56,919.00	19,362.00
	<i>Main</i>	<i>Designated</i>	<i>9,732.00</i>	<i>10,000.00</i>
	<i>Main</i>	<i>Restricted</i>	<i>3,516.00</i>	<i>3,650.00</i>
CAF Savings Account 00092272	Main	Unrestricted	95,979.00	95,032.00
Lloyds Current Account 00724365	Lyneal	Unrestricted	16,493.00	10,922.00
CAF Gold Account 00082024	Lyneal	Unrestricted	22,565.00	20,550.00
	<i>Lyneal</i>	<i>Designated</i>	-	<i>2,646.00</i>
Lloyds Treasurers Account 00115010	Badge	Unrestricted	6,384.00	7,021.00
Cash in hand	Badge	Unrestricted	25.00	50.00
<i>Lloyds Account 01450277</i>	<i>Mowat</i>	<i>Endowment</i>	<i>6,915.00</i>	<i>6,722.00</i>
Lloyds Business Account 00972834	Training	Unrestricted	1,218.00	1,947.00
Cash in hand	Training	Unrestricted	7.00	33.00
			<hr/>	<hr/>
			219,753	177,935
			<hr/>	<hr/>

Check Assets	-
Check R&P	-

Investments

	Schedule	Type	2023	2022
Charifund 1876 units	Main	Unrestricted	26,991	28,417
Charifund 409 units	Mowat	Endowment	5,885	6,195
CAF 46.077.0370	Main	Unrestricted	-	40,488
CAF 9,215.4080	Lyneal	Unrestricted	-	8,098
			<u>32,876</u>	<u>83,198</u>

Fixed Assets

	Schedule	2023	2022
Lyneal Centre, Lyneal	Lyneal	190,000	190,000
Solar panels at above	Lyneal	14,171	14,171
Fixtures fittings equip at above	Lyneal	10,000	10,000
		<u>214,171</u>	<u>214,171</u>

Stock

	Schedule	2023	2022
Stock of badges	Badge	9,233	9,351
Training & Shop	Training	-	531
		<u>9,233</u>	<u>9,882</u>

Sundry Debtors

	Schedule	2023	2022
Badge sales	Badge	1,606	1,219
Franking Machine	Badge	59	38
Balances with suppliers	Lyneal	-	-
		<u>1,665</u>	<u>1,257</u>

Sundry Creditors

	Schedule	2023	2022
Badge invoices owing	Badge	86	767
Badge customer credits	Badge	811	102
		<u>897</u>	<u>869</u>