



Trustees' Annual Report for the period

From

Period start date

01 April 2023

Period end date

31 Mar 2024

To

Section A

Reference and administration details

Charity name

The Guide Association Hampshire West

Other names charity is known by

Registered charity number (if any)

1053131

Charity's principal address

15, Compton Road

Totton

Southampton

Postcode

SO40 3AS

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	Janye Treadwell	County Commissioner	All Year	Jayne Treadwell
2	Catherine Chapman	Division Commissioner	All Year	
3	Sarah Riley	Asst County Commissioner	All Year	
4	Alison Dixon	Division Commissioner	All Year	
5	Catherine Brear	Division Commissioner	All Year	
6	Anna Stoker	Division Commissioner	All Year	
7	Ruth Dingley	Division Commissioner	All Year	
8	Catherine Moody	Division Commissioner	All Year	
9	Elaine Urban	Division Commissioner	All Year	
10	Alex Babbage	Division Commissioner	All Year	
11	Jayne Buckley	Division Commissioner	All Year	
12	Gemma North	Division Commissioner	All Year	
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14				
15				
16				

17				
18				
19				
20				

**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)	The Counties governing document are those of the Girlguiding Guide Association, which consists of a Royal Charter, which in turn gives authority to the Bye laws of the Association and the Policy, Organisation and Rules of The Girlguiding Guide Association.
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	The Trustees are appointed by the County Commissioner

**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

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and procedures to manage them.

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## Section C

## Objectives and activities

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

The aim of The Guide Association is to promote the development of young girls in achieving their full physical, intellectual, social and spiritual potentials as individuals as responsible citizens and as members of the local and international communities.  
Providing an enjoyable and attractive scheme of progressive training based on the Guide promise and laws and led by the adult leadership.

**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)**

The promotion of Guiding within the 12 Divisions of the county which ensures that a well-balanced programme is delivered to the young girls in the Association by Leaders of the Association.

The trustees confirm that they have complied with the requirements of Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance by the Charity Commission of England and Wales and continue with planning, maintaining, and following the Girlguiding programme through the County Executive committee.

The main activities are weekly meetings of the various Units Rainbows, Brownies, Guides, Rangers and Young Leaders working through the programme to achieve Bronze, Silver and Gold Awards, following the Duke of Edinburgh Award Scheme and the Queens Guide programme.  
These activities benefit our membership by developing their self-confidence and social skills, their practical and life skills and providing the opportunities to become leaders or volunteers themselves.

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

We are grateful for the many hours our Leaders and Volunteers give to Girlguiding throughout the County.

Without this valuable contribution of time, dedication, determination and steadfastness, energy and expertise we would not have been able to achieve as much as we have.

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**

The County continues to monitor, promote and support Guiding throughout the County of Hampshire West by arranging trainings, activities, and events for its membership throughout the year.

We have 270 units and 4,108 members and 1124 volunteers. Usually, every member must pay a subscription to the County but to assist units to keep their costs down we have not charged subscription this year therefore our income is down by £40,000.

## Section E

## Financial review

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

The board of Trustees have examined the needs and the challenges faced by the County in both short and long term along with relevant financial forecasts and adopts a risk-based approach to the Reserves Policy.

1) Identify specific risk and create a designated fund for such.  
2) Protects against unforeseen reduction in income by risk retaining 6 months' worth of running costs.

3) Allow for 25% of annual running costs to take advantage of unforecast opportunities of expenditure.

The board reviewed the Reserves Policy during the year.

**Details of any funds materially in deficit**

**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.

**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)	A Barlow	
Full name(s)	Ann Barlow	
Position (eg Secretary, Chair, etc)	County Treasurer	
Date	23 <sup>rd</sup> September 2024	

# HAMPSHIRE WEST ANNUAL ACCOUNTS

## Receipts & Payments account - Year April 2023 - March 2024

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CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/ members of

Charity Name

The Guide Association – Hampshire West

On accounts for the year ended

31<sup>st</sup> March 2024

Charity no (if any)

1053131

Set out on pages

(remember to include the page numbers of additional sheets)

### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

Name:

Zoe Redmill

Relevant professional qualification(s) or body (if any):

FCA

IER



**Address:**

220 Woodlands Road

Woodlands

SO40 7GL

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**