

**Charity Number: 1061378**

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# **DORSET GUIDE ASSOCIATION**

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**UNAUDITED  
TRUSTEES REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
30 SEPTEMBER 2020**

## **DORSET GUIDE ASSOCIATION**

### **REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS FOR THE YEAR ENDED 30 SEPTEMBER 2020**

#### **TRUSTEES**

Mrs Racheal Tattum  
Mrs Christina Thornton  
Miss Lisa Upward  
Miss Caroline Moore  
Mrs Beverley Allen  
Mrs Claire Hohne  
Mrs Linda Scott  
Mrs Sarah Fricker  
Mrs Kaye Jackson  
Mrs Frances Coldstream  
Mrs Sarah Wheeler  
Mrs Tracy Crickmore  
Mrs Christina Harrison  
Mrs Zoe Brown  
Mrs Carolyn Harmer

#### **CHARITY'S PRINCIPAL ADDRESS**

Suite 1  
Jellicoe House  
Admiralty Park  
Station Road  
Holton Heath  
BH16 6HX

#### **CHARITY REGISTERED NUMBER**

1061378

#### **ACCOUNTANTS**

##### **BKB WIMBORNE LTD**

33 West Borough  
Wimborne  
Dorset  
BH21 1LT

## **DORSET GUIDE ASSOCIATION TRUSTEES' REPORT**

The Trustees present their annual report together with the financial statements of Dorset Guide Association for the year ended 30 September 2020.

### **STRUCTURE, GOVERNANCE & MANAGEMENT**

#### **a. CONSTITUTION**

The charity is a registered charity, number 1061378.

#### **b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Trustees are recruited when required to fulfil the aims of the trust. The trustees may, at any time, appoint as a trustee any person willing so to act.

### **STATEMENT OF PURPOSE**

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding helps to build girls' confidence and raises 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. By 2020, through fun, friendship, challenge and adventure we will empower more girls to find their voice and be their best through high-quality, girl-led programmes delivered by inspirational leaders.

### **GOVERNING DOCUMENT AND CONSTITUTION**

The Dorset Guide Association, is a separately constituted branch of The Guide Association which is incorporated by Royal Charter.

We have held training opportunities for our leaders to continue to update their knowledge to enhance the many different activities the girls participate in. Opportunities for all leaders to engage with the updated Safe Space requirements were put in place.

*In setting* our objectives and planning our activities our Trustees have given careful consideration to the Charity Commission's public benefit guidance.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Dorset Guide Association is split into 13 Divisions, Blandford, Bournemouth North, Bournemouth South, Mid Dorset, North Dorset, North East Forest, North East Minster, Poole East, Poole West, Purbeck, South Dorset, Twynham and West Dorset. A Division Commissioner is appointed to each area for a period of five years and takes on the role of Trustee to the County as part of that appointment.

## ACHIEVEMENTS AND PERFORMANCE

Our Mission is: 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.

We offer a wealth of opportunities for girls, young women and adults on a regular basis. We have units all over Dorset offering weekly meetings, camping, indoor holidays, activity days, social evenings and international travel.

March 2020 saw the start of the COVID 19 pandemic and Girlguiding took the decision to suspend all face-to-face meetings both indoor and outdoor. Many of our Units were able to organise and offer 'online' meetings enabling the girls to continue to have contact with each other, have fun and learn new ways to adapt and deliver the programme. The County developed several challenge badges for the girls to work on both independently and with their families.

## FINANCIAL REVIEW

The reserves at 30 September 2020 amount to £409,369

## TRUSTEES' DECLARATION

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

**Dorset Guide Association**  
**(A charitable company limited by guarantee)**  
**INDEPENDENT EXAMINERS REPORT**  
**FOR THE YEAR ENDED 30<sup>th</sup> September 2020**

**RESPECTIVE RESPONSIBILITIES OF TRUSTEE AND EXAMINER**

The charity's trustees (who are also directors for the purposes of company law) are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. Having satisfied ourselves that the company is not subject to audit under charity or company law and is eligible for independent examination, it is our 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 EXAMINERS REPORT**

Our 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 (other than that disclosed below \*)

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.



BKB WIMBORNE LTD  
CHARTERED CERTIFIED ACCOUNTANTS

Date 3 August 2021

	Note	2020		2019
Receipts		£	£	£
Membership subscriptions			46,017	47,653
Donations	1000			38
other incomes	87	1087		174
Guiding Activities		21,796		37,272
Dividend on income units		317		229
Interest		1,173		1,570
TOTAL RECEIPTS			70,390	86,936
LESS PAYMENTS				
Guiding Activities			31,508	46,501
Administration				
Subscriptions			316	758
Wages		5,583		6,104
Rent and rates		13,795		13,788
Stationery,post,telephone, enews		2,893		2,890
Building insurance and contents		1,579		1,542
Internet, microsoft expenditure		2,088		298
Gas.electricity and water		743		775
Maintenance		874	27,555	967
				26,364
Insurance - boat				367
Grants -			50	3,850
Sundries(gifts,lottery)			85	396
Equipment - office			30	76
Professional fees			1020	
TOTAL PAYMENTS			60,564	78,312
NET RECEIPTS			9,826	8,624
Bank and cash balances as at 30th September 2019			399,543	390,357
Bank and cash balances as at 30th September 2020			409,369	399,543

		2020		2019
Guiding Activities	Exp	Rec	Exp	Rec
Badge Trading	2727	2564	2933	3445
Training expenses	6265	5990	5793	1974
Outdoor Activities	15148	13189	31402	30263
Cost of presentation badges and award	2022		1620	
Exec and mentoring expenses	948		2648	
Office and trading expenses	66	53	50	35
Growing Guiding, next steps	2514		1773	1555
County events	<u>1818</u>		<u>282</u>	
	31508	21796	46501	37272

Bank and Cash balances	2020	2019
COIF	290,737	289,564
Lloyd Event	14,242	16,480
Lloyd Treasurer	88,446	77,378
Badge Account	3,480	3,644
Nationwide	12,429	12,429
Santander	closed	nil
Cash in hand	<u>35</u>	<u>48</u>
	409,369	399,543

MONETARY ASSETS	2020	2019
Cash Accounts	35	48
Santander	nil	nil
Current	88,446	77,378
Badge	3,480	3,644
Event	14,242	16,480
Deposit Accounts		97,502
COIF Charities Account	290,737	289,564
Nationwide	12,429	12,429
TOTAL MONETARY ASSETS	409369	399543

NET RECEIPTS (OUTFLOWS)	9,898	8,624	
Funds as at 1st October 2020		409,369	
BANK AND CASH BALANCES AT 30TH SEPTEMBER 2019		399,543	
INVESTMENT			
The COIF Charities Investment Fund Income Units had a market value of	£10,335		as at 30th June 2020
ACCURED INCOME			
LIABILITIES	NIL		
NON MONETARY ASSETS			
Stock of goods held for re-sale at cost were as follows			
Badges and stamps		1,445	
ASSETS HELD FOR OWN USE			
Assets held by the Charity for use by the Charity include:			
County Standard with an insurance value of		400	
Office Equipment purchased at a cost of		6,250	
Gas grill with an estimated cost of		250	
Musical instruments with an estimated cost of		1,000	
Craft equipment with an estimated cost of		500	
Fencing equipment with an estimated cost of		1,000	
Archery equipment with an estimated cost of		2,000	

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## Signature 1

Signed by Christina Thornton using authentication code ZkhmVyY/dSR8LHdm at IP address 82.5.222.227, on 2021/08/04 15:08:31 Z.

Christina Thornton's e-mail address is: [girlguidingdorsetfinance@gmail.com](mailto:girlguidingdorsetfinance@gmail.com).