

BRIGHTON WEST DIVISION GUIDES

ANNUAL REPORT FOR THE YEAR ENDED 31 DEC 2022

Charity commission number: 1072597

Registered address (for correspondence): 11 VARNDEAN GARDENS, BRIGHTON, BN1 6WJ

Constitution or Trust deed: Guide Association Royal Charter

Trustees:

Appointment

Ms G Sullivan	Division Commissioner
Mrs A Longhurst	Division Treasurer
Ms T Salvage	Chair of Brighton West Guide Depot
Mrs C Williams	District Commissioner - The Hill
Mrs J Hallett	District Commissioner – Patcham
Ms F Russell	District Commissioner – Patcham
Mrs P Linscott	District Commissioner – Patcham
Ms A Edgar	District Commissioner - Preston Park

Objects:

To pursue the objectives of the Guide Association concerned with assisting girls and young women to fulfil their potential to take an active and responsible role in society.

Activities:

The year 2022 started in a similar way to 2021 with the challenge of the global pandemic resulting in innovative ways to continue offering guiding to our members. Division members took part in a one day celebration for the Queen's Platinum Jubilee, A Right Royal Reign, held at Blacklands Farm where learning, fun, craft, games, history and magic were provided. Within the Division Guides took part in the escape to Edinburgh event, Halloween, Bonfire Night and Christmas celebrations, attended an exclusive screening of Matilda at the cinema and continued to follow the Girlguiding programme which supports girls to broaden their horizons, challenge themselves and be the best they can be.

The strong trading position has continued at the Guide Depot with plans to distribute some of the surplus to the Districts to fund events.

Declaration:

The attached income and expenditure accounts for the year ended 31 December 2022 and the balance sheets as at the year end were approved by the trustees at a meeting held on 27 September 2023

Signed:



Name:

Gemma Sullivan

Appointment: Division Commissioner

BRIGHTON WEST DIVISION GUIDES

Income & Expenditure Account for the year ending 31st December 2022

	2022		2021	
	£	£	£	£
INCOME				
Right Royal Reign	1,668		582	
Guiders' meal	-		300	
	<u>1,668</u>	1,668	<u>300</u>	882
EXPENDITURE				
Census payments	148		135	
Grants	-		-	
Right Royal Reign	2,635		582	
Division Insurance	81		74	
Guiders' meal	-		300	
In memory	75		-	
Bank charges	52		7	
Print, Postage, Stationery and Telephone	17		18	
	<u>17</u>	(3,007)	<u>18</u>	1,115
(Deficit) for the year	<u>(1,339)</u>		<u>(233)</u>	

BALANCE SHEET as at 31st December 2022

	2022		2021	
	£	£	£	£
CURRENT ASSETS				
Current Account Balance	3,019		4,358	
	<u>3,019</u>	3,019	<u>4,358</u>	4,358
LESS CURRENT LIABILITIES				
Accrued costs	-		-	
	<u>-</u>	-	<u>-</u>	-
	<u>3,019</u>		<u>4,358</u>	
REPRESENTED BY				
Surplus Account b/f	4,358		4,591	
Surplus/(Loss) for the year	(1,339)		(233)	
	<u>3,019</u>		<u>4,358</u>	

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRIGHTON WEST DIVISION GUIDES

I report on the accounts of Brighton West Division Guides for the year ended 31st December 2022

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- to state whether particular matters have come to my attention

Basis of examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have 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:



Date 23/9/23

**BRIGHTON WEST DIVISION GUIDES
BRIGHTON GUIDE DEPOT TRADING ACTIVITIES
INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	2022		2021	
	£	£	£	£
Sales		30,364		26,863
Less refunds		<u>-</u>		<u>(20)</u>
		30,364		26,843
Less Cost of Sales				
Opening stock	18,857		17,424	
Purchases	<u>23,094</u>		<u>21,705</u>	
	41,951		39,129	
Less Closing Stock	<u>(17,463)</u>		<u>(18,857)</u>	
		24,488		20,272
Gross Profit		<u>5,876</u>		<u>6,571</u>
Sundry Income		-		
Expenditure				
Rent	2,750		1,400	
Insurance	299		283	
Mileage	136		-	
Training	45			
Equipment			215	
Alarm			78	
Telephone	151		141	
Bank charges/card machine	<u>406</u>		<u>298</u>	
		3,787		2,415
Profit/(Loss)		<u>2,089</u>		<u>4,156</u>
Gross profit margin		19%		24%
Net profit margin		7%		15%

**BALANCE SHEET
AT 31ST DECEMBER 2022**

	2022	2021
Current Assets		
Stock	17,463	18,857
Debtor	-	44.00
Bank current account	19,313	14,737
Cash	<u>40</u>	<u>40</u>
	36,816	33,678
Current liabilities		
Creditors	<u>(1,074)</u>	<u>(25)</u>
Net Current Assets	<u>35,742</u>	<u>33,653</u>
Reserves		
Opening balance	33,653	29,497
Profit / (Loss) for the year	<u>2,089</u>	<u>4,156</u>
	<u>35,742</u>	<u>33,653</u>

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRIGHTON WEST DIVISION GUIDE DEPOT

I report on the accounts of Brighton West Division Guide Depot for the year ended 31st December 2022

Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144 of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed.

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- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act have 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:

Ann Haynes

Date

21/9/2023