



Girlguiding Colneis

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ANNUAL REPORT 2024

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OUR MISSION & VALUES

Our Mission

Wherever they are in the UK, we help girls know they can do anything

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.

More than 300,000 girls meet as Rainbows, Brownies, Guides and Rangers. We fire their imaginations through challenges and adventures for all personalities and abilities, from 4 to 18 years old.

Guiding is so much more than an after-school club. Here's why we're special.

We give girls a space just for them

Girls face pressures and expectations in every area of their lives. They're limited by gender stereotypes and face barriers to accessing things they need to feel happy. They tell us they don't feel safe in their daily lives.

In our relaxed and encouraging spaces, girls can be themselves and feel at home. No pressure, no judgement – just fun and learning with other girls, guided by our inspiring volunteers.

We won't tell them an activity is 'for boys'. Our girls score tries at rugby, go bouldering or simply play the games that they enjoy most.

We give girls somewhere they can talk openly about what affects them and get support from other girls.

Girls speak, then we listen and act

We've been by girls' sides for over 100 years. Today, we're squarely focused on what drives, challenges and excites girls here and now. We listen to what girls tell us, and this guides what we offer and what we fight for.

All girls in Girlguiding get the chance to choose what they do - from Rainbows picking activities, to Rangers sitting on our council.

Every year, our Girls' Attitudes Survey gives girls a chance to tell the world about the issues they face and the change they want to see. Then we plan campaigns with advocates, our youth panel, and make that change happen.

Girls don't stand still, so neither do we

Throughout our history, Girlguiding has evolved as the needs of girls have changed.

At their regular meetings, girls take part in loads of activities related to things that matter to them.

Wherever they are in the UK - girls have a home at Girlguiding

At Girlguiding, we give girls an equal sense of belonging.

Girls with additional needs are always included in guiding. We offer grants to ensure that they, and their carers, can join in on camps and trips.

We invite all members to make their promise to 'be true to themselves and develop their own beliefs'. We welcome girls from every faith – and no faith.

We support our volunteers to make guiding a safe space for LGBTQ+ members too. And we have a great time attending Pride events all over the UK.

We want to welcome more girls so we're reaching out to new communities throughout the UK.

An inspirational network of volunteers

Our leaders and volunteers give their time so that girls get their voices heard and do great activities. They're inspirational role models for girls too.

In return we provide them with training opportunities so they can grow their skills in guiding and beyond.

© 2026, Girlguiding

We're committed to being caring, challenging, empowering, fun, inclusive and inspiring

Our Values

Our 6 values describe how we want to be as an organisation. They're a shared commitment for everyone who's part of Girlguiding.

Caring

- Make an effort to take an interest in colleagues and their work.

- Recognise when someone is finding things difficult and offer a friendly ear, helping hand or signpost them onto support.
- Listen actively to one another.
- Behave respectfully towards one another, our volunteers and girls.
- Consider the impact of our work on colleagues, girls and volunteers.

Challenging

- Be open to doing things differently.
- Offer ideas for improvements to our processes and current ways of being.
- Encourage one another to have work life balance.
- Challenge ourselves to develop our own skills and knowledge to stretch and grow.
- Hold ourselves and each other to account in living our values.
- Correct misconceptions about Girlguiding with pride.

Empowering

- Encourage each other to be personally responsible.
- Take ownership of our workload actions and decisions.
- Push our boundaries – try new things out of our comfort zone.
- Encourage each other to collaborate and work as a team.
- Celebrate each other's achievements.
- Champion girls and young women.

Fun

- Share impromptu fun moments in the working day.
- Come together as teams for social occasions.
- Spend time with our girls and young women.

Inclusive

- Warmly welcome staff, visitors and members to our organisation.
- Avoid jargon or explain jargon so everyone understands what is being said.
- Consider diversity and avoid assumptions about people.
- Treat people equally, inclusively and fairly.

Inspiring

- Bring forward new ideas for consideration.
- Talk with passion about Girlguiding and our work nationally and on the ground.

- Share successes with each other and other teams.

EXECUTIVE SUMMARY

2024 achievements

As an embodiment of our values girls from all sections in Girlguiding Colneis celebrated World Thinking Day on 22nd February with sister Rainbows, Brownies, Guides and Rangers from Girlguiding Heathlands. The girls took part in activities which focused on friendship and learning how guiding looks different in other parts of the world.

To allow the girls to push their boundaries and try new things outside of their comfort zone, girls from Brownies, Guides and Rangers were given the opportunity to attend three events over the summer:

- Give It A Go Day where they had the chance to try new skills from the more usual guide activities of outdoor cooking and orienteering to using a mini digger and archery.
- Wet Weekend where the girls could learn the basics of sailing on the local river Deben in various sized boats with experienced sailors.
- Thorpeness Mere Day where they joined with local Scout groups to take part in a rowboat-based scavenger hunt and later built rafts to race around the nearest island on a large pond.

In the summer Colneis Girlguiding also held our annual Division Fun Night in partnership with Girlguiding Heathlands, where we invite the friends and families of our girls to come have fun with crafts, rides, face painting and to learn more about Girl Guiding.

In October, both our Guide units attended the Pleasurewood Hills take over day arranged by Girlguiding Suffolk. Units from Girlguiding Colneis attended the local Remembrance Services at the church and the Cenotaph. To round the year, off units entered Christmas trees in the local Salvation Army Christmas Tree festival, the decorations being made by the girls in group and several of the units went to the local panto.



FINANCIAL SUMMARY

Overall, the combined elements of Colneis District recorded a loss during the period. However, this deficit was partially offset by the addition of funds from a closed bank account to the district's finances.

The Volunteer Shop operated at a break-even level, generating sufficient income to cover its costs.

In contrast, the Colneis District Centenary Headquarters reported a significant loss. This was largely due to reduced revenue caused by ongoing building works being carried out by Kier on behalf of East Suffolk Council, which has made it increasingly difficult to hire out the premises. In addition, the district remains committed to a higher-cost energy contract, which has further contributed to the financial shortfall.



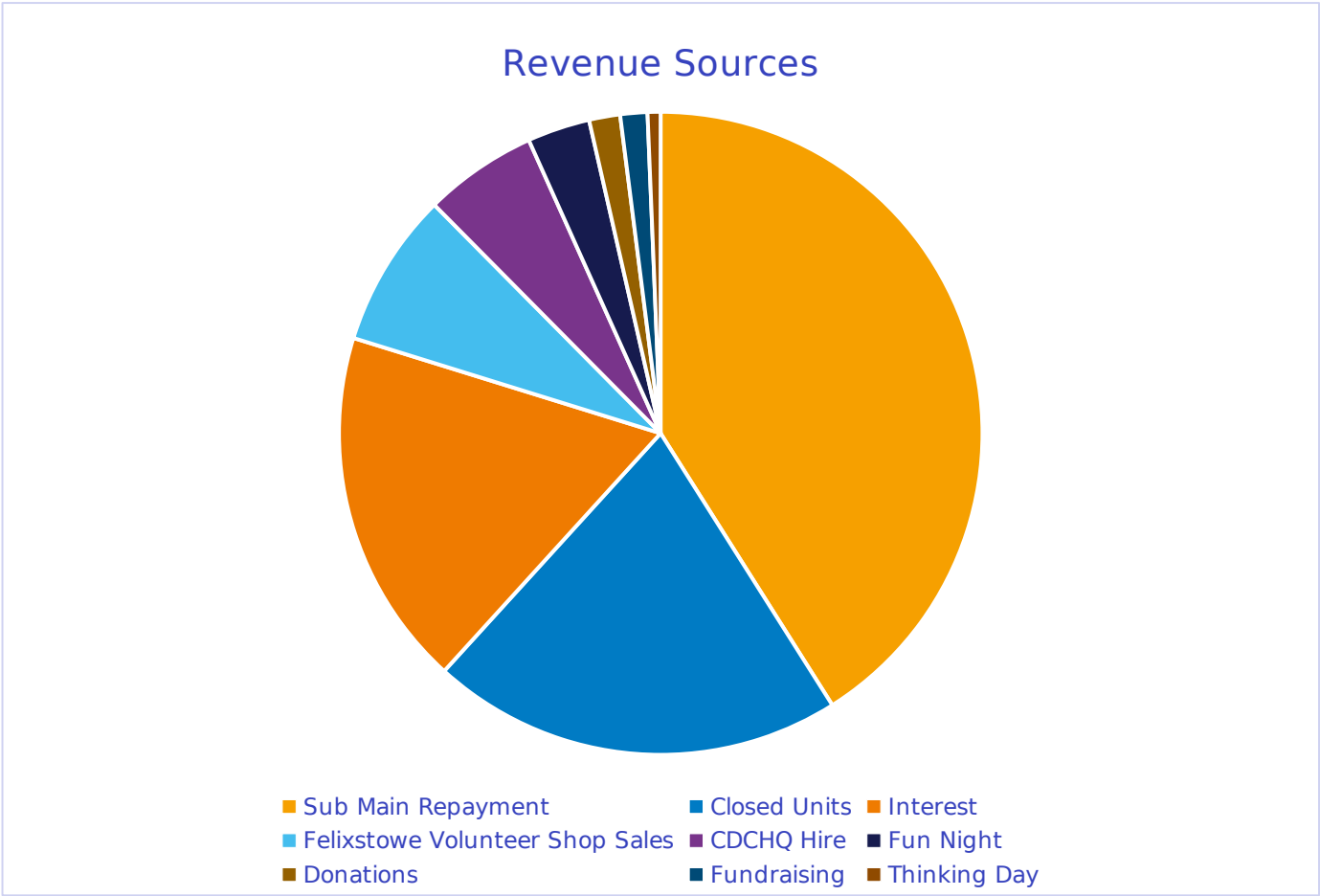
FINANCIAL STATEMENTS

Income & Expenditure	2024	Colneis Dis
<i>1st January to 31 December</i>		
Expenditure		
EOM		£36,337.10
East Suffolk Council		£64.56
Anglian Water		£108.00
Compliance		£1,420.60
Cleaning		£284.40
Maintenance		£494.00
Stationary		£0.00
Website/Invoicing		£300.46
Miscellaneous		£45.00
Census		£50.00
Division Fun Night		£420.00
Commssioner Expenses		£0.00
Insurance		£0.00
PR		£0.00
Subs Support		£40.00
Party & Gifts		£115.00
Postage		£0.00
Donations		£27.50
County Day/ Training		£0.00
Girlguiding Trading Service		£929.11
Totals		£40,635.73
Income		
Hall Hire & Rent		£667.50
SUB MAIN		£4,799.84
Interest		£2,110.25
Miscellaneous		£23,754.43
Census		£0.00
Thinking Day		£76.00
Fun Night		£367.65
Closed Unit		£2,421.82
County Day		£0.00
Donation		£182.66
Fundraising		£159.40
Felixstowe Volunteer Shop Sales		£989.05
Totals		£35,528.60
Surplus/Deficit		-£5,107.13

Financial Overview

DESCRIPTION	REVENUE	EXPENSES	SURPLUS/DEFICIT
Colneis District	£3,207	£652.50	+£2555.03
Felixstowe Volunteer Shop	£910.30	£929.11	-£18.81
Colneis District Centenary HQ	£31,332.0	£39,054.1	-£7,722.10
	2	2	
Combined District Accounts	£35,528.6	£40,635.7	-£5,107.13
	0	3	

Revenue Sources



NOTES TO FINANCIAL STATEMENT

Accounts

As shown in the revenue pie chart, sub-main repayments from Kier represented the largest proportion of the district's income during the period. However, these repayments also accounted for the largest area of expenditure. The associated costs led to the district entering into debt with E.ON, as a workable payment arrangement had not yet been established between the district and Kier.

The £27,354.43 recorded as Miscellaneous Income relates primarily to failed Direct Debits that were returned to the account. At the time these payments were attempted, there were insufficient funds available, resulting in the transactions being reversed and subsequently appearing in the accounts as miscellaneous income.

Debt

As of 31 December 2024, CDCHQ had an outstanding liability of £24,291.61 payable to EON. In addition, the organisation had amounts payable of £7,272.46 to L. Kent and £10.50 to H. Kent.

“Reduced income from building works at CDCHQ contributed to District losses during the year.

Going Concern

There are two aspects of the District to consider when assessing going concern: the Felixstowe Volunteer Shop and the Colneis District Centenary Headquarters (CDCHQ).

With regard to the Volunteer Shop, while it is currently operating at a break-even level, this raises the question of whether it can be considered a sustainable going concern. The increasing ease of online ordering from the main Girlguiding shop for both units and parents may be impacting sales. If the current trend of minimal or no surplus continues over the next few years, the shop may not remain economically viable in the longer term.

In respect of the CDCHQ, it is difficult to determine its status as a going concern

compliance and maintenance obligations. Until the works are completed and normal levels of activity and trading resume, it will remain challenging to accurately assess the financial sustainability of the headquarters.

at present. Ongoing building works have significantly reduced the building's ability to generate income through hire, while the district must still meet

VOLUNTEER AKNOWLEDGEMENTS

Kingsfleet Division Commissioner

Hannah Panting

Colneis District Centenary Headquarters Committee

Lucy Kent, *Chair*, Helen Kent, *Secretary*, Judy Jones, Judith Potter, Julie Thorogood, Sheila Tall

Felixstowe Volunteer Shop Committee

Julie Thorogood, *Chair*, Helen Kent, *FVS Manager*, Sheila Tall, *Secretary*, Helen Swift



girlguidingcymru.org.uk

Annual Report prepared by Helen Kent, Colneis District Administrator

INDEPENDENT AUDITOR'S REPORT

Auditor's Report



Independent reviewer's checklist and confirmation form

Unit or level to complete this section

Name of unit or level	Colneis District Combined Accounts
Name of local commissioner	Hannah Panting
Contact details for local commissioner*	hannahpanting@hotmail.com

*Email address or phone number

Independent reviewer to complete the following sections

Name of independent reviewer	Hannah Panting
Contact details for independent reviewer*	hannahpanting@hotmail.com
<div><input checked="" type="checkbox"/> I confirm that I am not a member of the unit or level leadership team, a signatory of the unit or level's bank account, or related to anyone in the unit or level</div> <div><input checked="" type="checkbox"/> I confirm that I understand the checks required and that I am responsible and financially confident to complete these checks</div> <div><input type="checkbox"/> I confirm that I will hold any personal and/or financial data given to me securely, only share it with people that need to see it for the purpose of this review, and will securely destroy or return the data when it is no longer needed for review purposes</div>	

*Email address or phone number

I confirm that I've carried out the following checks on the accounts for the above unit or level:

- ☒ A bank account exists in the name of the unit or level, and most income is recorded here
- ☒ Spending and income are accurately recorded across financial records, based on the information I have reviewed, including:
 - Bank statements
 - Paying in books
 - Cheque books
 - Invoices
 - Receipts
- ☒ If any information was missing, this has now been provided
- ☒ Payments have been dual authorised
- ☒ Where online banking is used, the users have confirmed there is no sharing of passwords
- ☒ Grant money has been used for the right purpose
- ☒ Cash held is minimal
- ☒ Money collected for another charity has been passed on appropriately
- ☒ Any errors noted have been adjusted for

Please tick one

- ☒ During my review, there have been no concerns about how the unit or level named above keeps accounts or spends money
- ☐ During my review, there have been concerns which have been raised with the commissioner or HQ

Please give a summary of your findings:

You can find more information about this process in our end of year review of accounts procedure.

Signature	<i>h. parking</i>
Date	<i>18/3/26</i>

Colneis District Combined Accounts

20241st Januaryto31 December

Closing
Balances

Cash	£125.70
Bank ~ 1	£698.07
Bank ~ 2	£39,988.95
Bank ~ 3	£4,049.02
Bank ~ 4	£1,252.62
Bank ~ 5	£1,117.43
Total	£47,231.79

Bank Account Details

Name	Sort Code	Account No
Barclays Treasurers Account		23649512
CCLA Account		CO3050242-001
Barclays Treasurers Account	20-98-07	00269565
NS&I Account		137917633
Barclays Treasurers Account	20-16-12	33048632

Income & Expenditure**2024****Colneis District Combine*****1st January to 31 December*****Expenditure**

EON	£36,337.10
East Suffolk Council	£64.56
Anglian Water	£108.00
Compliance	£1,420.60
Cleaning	£284.40
Maintenance	£494.00
Stationary	£0.00
Website/Invoicing	£300.46
Miscellaneous	£45.00
Census	£50.00
Division Fun Night	£420.00
Commssioner Expenses	£0.00
Insurance	£0.00
PR	£0.00
Subs Support	£40.00
Party & Gifts	£115.00
Postage	£0.00
Donations	£27.50
County Day/ Training	£0.00
Girlguiding Trading Service	£929.11

Totals**£40,635.73****Income**

Hall Hire & Rent	£667.50
SUB MAIN	£4,799.84
Interest	£2,110.25
Miscellaneous	£23,754.43
Census	£0.00
Thinking Day	£76.00
Fun Night	£367.65
Closed Unit	£2,421.82
County Day	£0.00
Donation	£182.66
Fundraising	£159.40
Felixstowe Volunteer Shop Sales	£989.05

Totals**£35,528.60****Surplus/Deficit****-£5,107.13**

Balances brought forward	1. CDCHQ Treasurers Account	£530.06
	2. CCLA	£47,878.70
	3. District Treasurers Accounts	£1,493.99
	4. District NS&I	£1,252.62
	5. Felixstowe Volunteer Shop	£1,136.24
	6. Felixstowe Volunteer Shop Cash	£46.95
		£52,338.56

Balances in hand at year-end	1. Treasurers Account	£698.07
	2. CCLA	£39,988.95
	3. District Treasurers Accounts	£4,049.02
	4. District NS&I	£1,252.62
	5. Felixstowe Volunteer Shop	£1,117.43
	6. Felixstowe Volunteer Shop Cash	£125.70
		£47,231.79

Assets and Liabilities: In addition to the above cash balances the District has equipment

to the value of £19565

and there are no other assets or liabilities.

Prepared by **Helen Kent, Division Administrator**Reviewer's Certificate: The above statements agree with the records and vouchers of
Colneis District **for the financial year ended****31-Dec
2024**_____
Independent Reviewer_____
Print Name_____
Date

[illegible]

CCLA CO3050242-001

Bank Reconciliation
Opening Balance On 01/01/2024
Receipts
Payments
Closing Balance on 31/12/2024

Dr	Cr
47878.70	
2110.25	
	10000.00
	39988.95
<u>£49,988.95</u>	<u>£49,988.95</u>
	£0.00


Reference Code	
CH = From Cash Held	DC
BT = Bank Transfer	CH
IT = Internal Trans	

Payments

Date	Details	Reference	Folio	Total	Internal Tranfers	Miscellaneous
26-March-24	Withdrawal	IT	1	10,000.00	10,000.00	
Total 1-2		10,000.00		10,000.00	10,000.00	

DS
= Debit Card
IQ = Cheque
sfer

Receipts

Date	Details	Reference	Folio	Total	Internal Transfers	Interest
3-Jan-24	Interest	IT		209.56		209.56
2-Feb-24	Interest	IT		209.83		209.83
4-Mar-24	Interest	IT		196.24		196.24
3-Apr-24	Interest	IT		201.55		201.55
5-May-24	Interest	IT		161.34		161.34
4-Jun-24	Interest	IT		167.51		167.51
2-Jul-24	Interest	IT		161.96		161.96
2-Aug-24	Interest	IT		167.50		167.50
3-Sep-24	Interest	IT		163.35		163.35
2-Oct-24	Interest	IT		157.33		157.33
4-Nov-24	Interest	IT		161.68		161.68
3-Dec-24	Interest	IT		152.40		152.40
Total 1-2			2,110.25		2,110.25	0.00
						2,110.25

Reference Codes	
CH = From Cash Held	DC = Debit Card
BT = Bank Transfer	CHQ = Cheque
IT = Internal Transfer	CB = Credit Book

Income

Date	Details	Reference	Folio	Total	Census	Thinking day	Fun night	Closed unit	County Day/Training	Donation	Fundraisin g	Misc	Internal Transfer
01-February-24	Direct Credit from 1st Walton Guides (Flx Harmonies Fundraising & District Xmas Tree Light Fundraising)	BT	R2	159.40							159.40		
27-February-24	Thinking Day Monies	CH	Feb Statement	61.50		61.50							
07-March-24	Thinking Day Monies	CH	Mar Statement	14.50		14.50							
20-August-24	Direct Credit from Just Giving	BT	R3	121.01						121.01			
03-September-24	Direct Credit from Just Giving	BT	R3	14.41						14.41			
27-September-24	Direct Credit from Event Brite (Divison Fun Night Takings)	BT	R4	367.65			367.65						
30-September-24	Direct Credit from Just Giving	BT	R3	37.73						37.73			
30-October-24	From Closed Account 1st Old Felixstowe Brownies	CHQ	R1	2421.82				2421.82					
04-November-24	Direct Credit from Just Giving	BT	R3	9.51						9.51			
Total 1-4				3,207.53	0.00	76.00	367.65	###	0.00	182.66	159.40	0.00	0.00

NS&I

Bank Reconciliation
Opening Balance On 01/01/2024
Receipts
Payments
Closing Balance on 31/12/2024

Dr	Cr
1252.62	
0.00	0.00
	1252.62
£1,252.62	£1,252.62
	£0.00

Reference Codes	
CH = From Cash Held	DC = Debit Card
BT = Bank Transfer	CHQ = Cheque
IT = Internal Transfer	

Reference Codes	
H = From Cash Held	DC = Debit Card
BT = Bank Transfer	CHQ = Cheque
IT = Internal Transfer	

* Note: Awaiting Access to Statements

Expenditure

Date	Details	Reference	Folio	Total	Internal Transfers	Miscellaneous
Total 1-2		0.00		0.00	0.00	

Income

Date	Details	Reference	Folio	Total	Internal Transfers	Interest
Total 1-2		0.00		0.00	0.00	0.00

33048632

Reference Codes	
CH = From Cash Held	DC = Debit Card
BT = Bank Transfer	CHQ = Cheque
IT = Internal Transfer	CB = Credit Book

Bank Reconciliation

Opening Balance On 01/01/2024	
Receipts	
Payments	
Unpresented Cheques	
Closing Balance on 31/12/2024	

Dr	Cr
1136.24	
910.30	
	929.11
	0.00
	1117.43
£2,046.54	£2,046.54
	£0.00

Expenses

[illegible]

Cash Held

Bank Reconciliation
Opening Balance On 01/01/2024
Receipts
Payments
Closing Balance on 31/12/2024

Dr	Cr
46.95	
259.50	180.75
	125.70
£306.45	£306.45
	£0.00

Reference Codes	
CH = Cash Held	DC = Debit Card
BT = Bank Transfer	CHQ = Cheque
IT = Internal Transfer	

Expenses

[illegible]



Independent reviewer's checklist and confirmation form

Unit or level to complete this section

Name of unit or level	Colneis District Combined Accounts
Name of local commissioner	Hannah Panting
Contact details for local commissioner*	hannahpanting@hotmail.com

*Email address or phone number

Independent reviewer to complete the following sections

Name of independent reviewer	Hannah Panting
Contact details for independent reviewer*	hannahpanting@hotmail.com

☒ I confirm that I am not a member of the unit or level leadership team, a signatory of the unit or level's bank account, or related to anyone in the unit or level

☒ I confirm that I understand the checks required and that I am responsible and financially confident to complete these checks

☐ I confirm that I will hold any personal and/or financial data given to me securely, only share it with people that need to see it for the purpose of this review, and will securely destroy or return the data when it is no longer needed for review purposes

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Signature	<i>hpanning</i>
Date	<i>18/3/26</i>