

Girlguiding Derbyshire Chesterfield & North East Area

Trustees' Annual Report and Financial Statements

for the year ended 31 December 2024

Charity registration number: 1158911

Girlguiding Derbyshire Chesterfield and North East Area

Trustees' Report and Financial Statements

for the year ended 31 December 2024

Girlguiding Derbyshire Chesterfield and North East Area

Contents

	Page
Trustees' Annual Report	1 - 4
Independent Examiner's Report	5
Receipts and Payments Account	6
Statement of Assets and Liabilities	7
Notes to the financial statements	8 - 11

Girlguiding Derbyshire Chesterfield and North East Area

Trustees' Annual Report for the year ended 31 December 2024

The trustees present their report together with the financial statements of the charity and the independent examiner's report for the year ended 31 December 2024.

REFERENCE & ADMINISTRATIVE INFORMATION

Charity Name	Girlguiding Derbyshire Chesterfield and North East Area	
Charity Number	1158911	
Charity Office	Guide Hall Headquarters Cross Street, Chesterfield S40 4SR	
Trustees	Carole Angela Nightingale Area Commissioner Gillian Ball Claire McKinley Mary Kellary (from 01.01.24) Sarah Fry (from 01.01.24) Hilary Ellis (from 01.01.24) Louise Hayden (from 11.04.24) Julie Lodge (from 17.05.24) Amy Millward (from 17.05.24) Ellen Roper (from 04.09.24) Amanda Wing (until 31.03.24) Patience Orwin-Warford (until 31.03.24) Rebecca Randles (until 07.06.24) Rebecca Jagus (until 05.09.24)	
HQ Treasurer	Pat Presland	
Area Treasurer	Emma Green	(from 01.01.24)
Bankers	National Westminster Bank Plc 5 Market Place Chesterfield S40 1TJ Lloyds Bank plc 30 Rose Hill Chesterfield S40 1LR	
Independent Examiner	Peter Winter MA FCCA FCIE Chartered Certified Accountant 20 Hallam Grange Road Sheffield S10 4BJ	

Girlguiding Derbyshire Chesterfield and North East Area

Trustees' Annual Report for the year ended 31 December 2024

..... continued

STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

The charity was registered with the Charity Commission on 20 October 2014. The charity is a branch of the Guide Association (charity number 306016) and is governed by the Rules of the Guide Association. The Guide Association is a national charity incorporated by Royal Charter granted on 14 December 1922.

Charitable operations

Girlguiding - Derbyshire Chesterfield Area was registered to combine the operations of two organisations:

- Girlguiding - Derbyshire Chesterfield Area
- Guide Association - Chesterfield Headquarters (Charity Number: 1004942).

Guide Association - Chesterfield Headquarters was removed from the charity register on 9 July 2015.

Girlguiding - Derbyshire Chesterfield Area took over all activities of these organisations on 1 January 2015 and all assets were transferred on that date. The charity had no activities prior to 1 January 2015.

During 2024, the Charity changed its name to Girlguiding - Derbyshire Chesterfield and North East Area.

Trustee Recruitment and Appointment

The trustees named on page 1 have served during the period 1 January 2024 to the date of approval of this report, unless otherwise stated. New trustees are appointed at the Annual General Meeting in accordance with the constitution of the charity.

Trustee Induction and Training

New trustees undergo orientation to brief them on their legal obligations under charity law. New trustees are fully briefed as to their responsibilities for the decision making process, the aims and objectives and recent financial performance of the charity.

Organisational Structure

The Charity has a board of trustees who meet regularly and are responsible for the strategic direction and policy of the Charity. The trustees are also responsible for the management and operational activities of the charity.

Risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finance of the charity, and are satisfied that systems are in place to mitigate exposure to major risks. Where appropriate, additional systems or procedures have been established to mitigate the risks faced by the charity. Risks are minimised by the implementation of procedures for authorisation of all transactions and to ensure consistent delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Girlguiding Derbyshire Chesterfield and North East Area

Trustees' Annual Report for the year ended 31 December 2024

..... continued

OBJECTIVES AND ACTIVITIES

Aims and Objectives

Guiding in the United Kingdom has the following specific principles:

- Commitment to the ideals embodied in a Promise and Law;
- Membership that is open to all girls and women irrespective of faith, race, culture, nationality or any other circumstances, provided they are able to understand and willing to make the Promise;
- Membership which is voluntary;
- A particular method of working;
- Independence from any political organisation;
- Membership which is self-governing, with freedom to formulate its policy and put it into practice.

The charity aims to educate girls and young women and to help them develop emotionally, mentally, physically and spiritually so they can make a positive contribution to their community and the wider world.

Activities

The charity has a programme of activities offered to all its voluntary members incorporating the five key features that provide the basis of effective guiding, those being:

- 1 - Working together in small groups
- 2 - Decision making as individuals and groups
- 3 - A girl led balanced and varied programme
- 4 - Care for the individual member and their fulfilment
- 5 - A shared commitment to a common standard

Statement of Public Benefit

The charity is a branch of Girlguiding, which with its branches forms the United Kingdom's largest voluntary organisation for girls and young women. A report on Girlguiding's public benefit activities during 2024 can be found in its latest Annual Report (published on its website at www.girlguiding.org.uk).

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set. The trustees confirm that they have complied with their duties under section 17 of the Charities Act 2011.

ACHIEVEMENTS AND PERFORMANCE

The charity continues to raise sufficient funds to meet all its liabilities as they fall due despite the economic climate. Significant expenditure during the year under review included £3,185 for redecorating the Guide Headquarters hall and stage area and new firedoors were installed at a cost of £3,002.

FINANCIAL REVIEW

The Charity's income and expenditure during the year is set out in the Receipts and Payments Account on page 6. The charity incurred a deficit of £3,308 (2023: Deficit £6,010) for the year under review.

Girlguiding Derbyshire Chesterfield and North East Area

Trustees' Annual Report
for the year ended 31 December 2024

..... continued

Reserves policy

The trustees are required to ensure that free monies are available to meet any reasonable foreseeable contingency. The Charity aims to hold reserves to ensure that unrestricted funds are available to cover twelve months' normal expenditure. At 31 December 2024 the trustees confirm the charity had sufficient reserves to meet this requirement.

INDEPENDENT EXAMINER

Peter Winter MA FCCA FCIE was re-appointed independent examiner during the year under review.

APPROVAL

This report was approved by the trustees on 26th February 2025 and signed on their behalf by:

A. Nightingale..... Carole Angela Nightingale - Area Commissioner

P. Presland..... Pat Presland - HQ Treasurer

Girlguiding Derbyshire Chesterfield and North East Area

Independent Examiner's report to the trustees of Girlguiding Derbyshire Chesterfield and North East

Respective responsibilities of trustees and examiner

I report to the trustees on my examination of the financial statements of the above charity ("the Trust") for the year ended 31 December 2024, which are set out on pages 6 to 11.

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").

Having satisfied myself that the accounts of the Trust are not required to be audited under Section 144 of Part 8 of the 2011 Act and are eligible for independent examination, 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 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.



Peter Winter MA FCCA FCIE
Chartered Certified Accountant

20 Hallam Grange Road
Fulwood
Sheffield
S10 4BJ

Date: 26 February 2025

Girlguiding Derbyshire Chesterfield and North East Area

**Receipts and Payments Account
for the year ended 31 December 2024**

	Unrestricted Funds £	Restricted Funds £	2024 Total £	2023 Total £
Receipts				
Lettings and hall hire	11,725	-	11,725	13,480
Census	97	-	97	39
Donations	10,098	-	10,098	-
Old NE Area Account - Transfer	2,898	-	2,898	-
The Deep and badges	636	-	636	3,718
Raise your age badges	-	-	-	408
Guide and ranger afternoon	164	-	164	734
Bank interest	1,080	-	1,080	594
Income bonds	377	-	377	302
Dividends	58	-	58	57
Total Receipts	27,133	-	27,133	19,332
Payments				
Rent, rates and waste disposal	1,831	-	1,831	1,430
Insurance	2,145	-	2,145	2,028
Light and heat	2,447	-	2,447	2,518
Cleaning services	5,144	-	5,144	5,384
Repairs and renewals	10,362	-	10,362	7,870
Leaders' and volunteers' expenses	-	-	-	203
Printing, postage and stationery	54	-	54	102
Leadership packs and training	14	-	14	48
Independent examiner	475	-	475	475
Telephone	65	-	65	65
Area day and census fees	474	-	474	234
Events	295	-	295	182
Joint area afternoon teas	-	-	-	618
Badges (2023 The Deep and badges)	817	-	817	3,611
Excess back to districts	6,018	-	6,018	-
YL Qualifications/awards/presentations	68	-	68	82
Guide shops	188	-	188	93
Charitable donations	38	-	38	-
Bank charges	6	-	6	-
International grants	-	-	-	399
Total Payments	30,441	-	30,441	25,342
Surplus/(Deficit) for the year	(3,308)	-	(3,308)	(6,010)
Cash funds at 1 January 2024	87,000	7,608	94,608	100,618
Cash funds at 31 December 2024	83,692	7,608	91,300	94,608

The notes on pages 8 to 11 form an integral part of these financial statements.

Girlguiding Derbyshire Chesterfield and North East Area

**Statement of Assets and Liabilities
as at 31 December 2024**

		2024		2023	
	Notes	£	£	£	£
Cash funds					
Current accounts		14,447		44,835	
Reserve account		76,853		49,773	
Cash in hand		-		-	
			91,300		94,608
Investments	6		11,230		11,230
Assets retained for the Charity's own use					
Property	7		400,000		400,000
			502,530		505,838
Liabilities					
Accruals - Independent Examiner's fee			(475)		(475)
			502,055		505,363

These accounts were approved by the trustees on 26 February 2025 and signed on their behalf by:

.....

Carole Angela Nightingale - Area Commissioner

.....

Pat Presland - HQ Treasurer

The notes on pages 8 to 11 form an integral part of these financial statements.

Girlguiding Derbyshire Chesterfield and North East Area
Notes to the accounts
for the year ended 31 December 2024

1. Basis of Preparation

1.1 Basis of accounting

These receipts and payments accounts have been prepared on the basis of historical cost in accordance with: -

- a) The Charities Act 2011;
- b) Accounting standards generally do not apply to Receipts and Payments accounts. The accounts follow the recommended guidance issued by the Charity Commission in its booklet CC16: Receipts and Payments accounts.

2. Accounting policies

The principal accounting policies have been applied consistently throughout the period under review. The accounts include the results of all the charitable operations, which are continuing and described in the Trustees' Report.

2.1. Form of Financial Statements

Balances are split between unrestricted, designated and restricted funds held by the charity.

- a) Unrestricted 'general' funds
These are funds of the charity that are not subject to any restrictions regarding their use and are available for application of general purposes of the charity. Donations received by the charity are treated as unrestricted unless specifically earmarked for a particular restricted fund.
- b) Designated funds
These are unrestricted funds which are designated for a particular purpose by the trustees.
- c) Restricted funds
These are funds subject to specific conditions imposed by the donor or by the specific terms of a trust deed or other measure.

2.2. Income

- a) Income is recognised and included in the financial statements when received.
- b) Where income has related expenditure the incoming resources and related expenditure are reported gross.
- c) Donated services and assets are not included in the Receipts and Payments Account. Gifted assets are, however included in the Statement of Assets and Liabilities.

Girlguiding Derbyshire Chesterfield and North East Area
Notes to the accounts
for the year ended 31 December 2024

2.3. Expenditure

- a) Expenditure is recognised and included in the financial statements when paid.
- b) Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance and constitutional matters.

2.4. Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Value added tax is not recoverable by the charity and as such is included in the expense to which it relates.

2.5. Research and development

Research expenditure is written off to the profit and loss account in the year in which it is incurred.

2.6. Investments

Current asset investments are stated at historical cost, or, where donated, their value at the date the gift was made to the charity.

3. Trustees' remuneration and related party transactions

- a) No remuneration was paid to any trustee for acting as a trustee or for any other purpose.
- b) Postages and other minor administrative expenses were reimbursed to trustees. Such minor expenses are not required to be disclosed in the accounts.
- c) No trustee or other person connected to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

4. Repairs and Renewals

	Unrestricted Funds	Restricted Funds	2024 Total	2023 Total
	£	£	£	£
Fire extinguisher maintenance	240	-	240	226
Firedoors	3,002	-	3,002	-
Decoration of HQ hall and stage area	3,185	-	3,185	-
Heating system repairs	1,690	-	1,690	-
Folding tables and stacking chairs	1,128	-	1,128	-
Roof repairs	-	-	-	2,016
Blueflame heatplan	432	-	432	-
Fitting electro detectors - Fire System	-	-	-	5,100
Building maintenance and plumbing	685	-	685	528
	<u>10,362</u>	<u>-</u>	<u>10,362</u>	<u>7,870</u>

Girlguiding Derbyshire Chesterfield and North East Area
Notes to the accounts
for the year ended 31 December 2024

5. Fund transfer

The charity was formed and registered on 20 October 2014 with assets of £Nil.

On 1 January 2015, the former organisations, Guide Association - Chesterfield Headquarters (Charity No.1004942) and Girlguiding - Derbyshire Chesterfield Area, ceased operating and all assets and funds were transferred on that date.

6. Current asset investments

The investments relating to the Enid Howson Memorial Trust are held in trust by The Guide Association Trust Corporation. In accordance with the requirements of the Enid Howson Memorial Trust Declaration of Trust dated 11 January 1955 as amended on 28 June 1990, the income from these investments is used for the upkeep, repair and maintenance of the building known as the Guide Hall, the Chesterfield Guide Headquarters.

The investments held in the NS & I accounts relate to amounts gifted to the former charity, Guide Association - Chesterfield Headquarters.

Investments are included in the Statement of Assets and Liabilities at their value on the date they were gifted to the charity.

	£
COIF: Enid Howson Memorial Trust (Charity No. 1015253)	1,230
NS & I - Income Bond: BF630700	6,000
NS & I - Income Bond: AT301100	4,000
	<u>11,230</u>

The market value of COIF Charities Investment Fund - Income Units is :
 At 31 December 2024 £2,139 (105.45 income units @ 2029.33.33p)
 At 31 December 2023 £2,092 (105.45 Income units @ 1984.5p)

7. Property

This property relates to gifted premises known as the Chesterfield Guide Hall Headquarters situated at Cross Street, Chesterfield, Derbyshire S40 4SR. It is held in trust by The Guide Association Trust Corporation on behalf of the charity. The trustees of Girlguiding - Derbyshire Chesterfield Area confirm that they have formal responsibility for the maintenance and repair of this property and have jurisdiction over its use. In accordance with the Charity Commission's completion notes for Receipts and Payments Accounts, this property is included in the Statement of Assets and Liabilities at its current insurance value.

Girlguiding Derbyshire Chesterfield and North East Area
Notes to the accounts
for the year ended 31 December 2024

8. Restricted Funds

	Balance Bfwd	Income £	Expenditure £	2024 Total £
Fund for enhancement of Girlguiding for girls and leaders.				
Balance at 1 January 2024	7608	-	-	7,608
Income/expenditure	-	-	-	-
Balance at 31 December 2024	7,608	-	-	7,608

The restricted fund at the beginning of the year relates to a donation received of £10,000 less expenditure relating both to Celebrate 2020 (at the Birmingham NEC) and the 2021 and 2022 Area Days.

Girlguiding Derbyshire Chesterfield and North East Area

The following pages do not form part of the statutory accounts.

Girlguiding Derbyshire Chesterfield and North East Area

**Detailed Receipts and Payments Account
for the year ended 31 December 2024**

	Management Committee £	Activities £	Total £
Receipts			
Lettings and hall hire	11,725	-	11,725
Census	-	97	97
Donations	60	10,038	10,098
Old NE Area Account - Transfer	-	2,898	2,898
The Deep and Badges	-	636	636
Guide and ranger afternoons	-	164	164
Bank Interest	1,080	-	1,080
Income bonds	377	-	377
Dividends	58	-	58
Total receipts	<u>13,300</u>	<u>13,833</u>	<u>27,133</u>
Payments			
Rent, rates and waste disposal	1,692	139	1,831
Insurance	2,145	-	2,145
Light and heat	2,447	-	2,447
Cleaning services	5,144	-	5,144
Repairs and renewals	10,338	24	10,362
Printing, postage and stationery	40	14	54
Leadership packs	14	-	14
Independent examiner	475	-	475
Telephone	65	-	65
Area Day and census fees	98	376	474
Events	-	295	295
Joint Area Afternoon Teas	-	-	-
Badges (2023 The Deep and badges)	-	817	817
Excess back to districts	-	6,018	6,018
YL Qualifications/awards and presentations	15	53	68
Guide shops	-	188	188
Charity donations	-	38	38
Bank charges	6	-	6
Total payments	<u>22,479</u>	<u>7,962</u>	<u>30,441</u>
Excess of receipts / (payments) for the year	<u>(9,179)</u>	<u>5,871</u>	<u>(3,308)</u>
Transfers	18,832	(18,832)	-
Cash funds at 1 January 2024	<u>78,783</u>	<u>15,825</u>	<u>94,608</u>
Cash funds at 31 December 2024	<u><u>88,436</u></u>	<u><u>2,864</u></u>	<u><u>91,300</u></u>