



Thame District Girl Guide Association

Financial Statement and Annual Report

For the Year ended 31st December 2024

Girlguiding Thame

Administrative Information as at 31st December 2024

REGISTRATION DETAILS

Registered Charity 304443

GOVERNING DOCUMENT

Girlguiding Thame is governed by its Constitution.

Name	Position	Date (if not whole year)
Sally Brentnall	Leader	
Janet Choldcroft	Leader	
Linda Emery	Leader	
Wendy Gibson	Leader	
Nicola Harding	Leader	
Catherine MacLennan	Leader	
Punita Mark	Leader	Started 2 nd February 2024
Linda Newton	Treasurer	
Katherine Openshaw	Leader	Started 25 th January 2024
Laura Shirley	Leader	
Deborah Thompson	Leader	
Elizabeth Verchase-Manger	District Commissioner	

Registered Office

36 Maple Road, Thame, OX9 2BH

Bankers

Nat West, Direct Business Banking, 4th Floor
Hardman Boulevard, Manchester M3 3AQ

Independent Examiner

Jaye Greenow

STRUCTURE, GOVERNANCE & MANAGEMENT:

The Thame District Girl Guide Association, which also operates under the name Girlguiding Thame, is part of The Guide Association of the United Kingdom, which also operates as Girlguiding UK and is incorporated by Royal Charter dated 14th December 1922.

The Thame District Girl Guide Association is governed by a member committee.

The Thame District Girl Guide Association is an association consisting of over 175 members.

Trustees are appointed once the Leadership Qualification is completed, and all Trustees are reminded annually of their responsibilities and covered by Trustee Insurance.

OBJECTIVES:

Girlguiding exists to help girls and young women find their voice and build skills and confidence – inspiring them to discover the best in themselves and empower them to make a positive difference in their community. Between school, social media, friendships, and relationships – there's a lot going on for girls today.

Girlguiding offers a place where girls can just be themselves. They can make friends, learn skills, grow in confidence, and find their voice. We're a supportive community, with solid foundations and a rich heritage that we can all lean on.

DEVELOPMENTS AND ACHIEVEMENTS DURING THE YEAR 2024

The year 2024 has been another significant year for Thame Girlguiding, marked by challenges, resilience, and a renewed commitment to our guiding community. Building on the successes and difficulties of 2023, we are proud to share our key developments over the past year.

One of the major changes this year has been the amalgamation of our two Guide units due to a persistent shortage of volunteers. Despite our best efforts, we were unable to reopen the temporarily closed Rainbow unit. The challenge of recruiting and retaining volunteers remains a critical issue, but we are tackling it with determination and new strategies.

To address these challenges, we have introduced a dedicated Recruitment Coordinator. This role has been instrumental in raising awareness about Girlguiding within our community. By attending local events and organising activities such as a quiz night, we are actively working to attract more volunteers and ensure the sustainability of our units.

Our commitment to leader development has continued, with several leaders completing essential training modules, including First Aid and Camping. These skills have strengthened our leadership team and enhanced our ability to deliver safe and enriching experiences for our members.

In addition to leader training, we have continued to enrich our program offerings. This year, our girls have participated in a variety of activities fostering their confidence, teamwork, and curiosity.

We have also deepened our collaboration with Duke of Edinburgh volunteers, whose energy and dedication continue to inspire our members. Their contributions have been invaluable in creating vibrant and engaging meetings, and we are immensely grateful for their involvement.

While it has been a challenging year, our fundraising efforts have seen great success, allowing us to invest in new resources and experiences for our members. The support from parents, friends, and local businesses has been overwhelming and deeply appreciated.

As we look ahead to 2025, our focus remains on overcoming our volunteer shortage, expanding our membership, and delivering a diverse and enriching program for all. Together, we are determined to build a stronger, more inclusive Girlguiding community in Thame.

We extend our heartfelt thanks to everyone who has contributed to this challenging but rewarding year, and we eagerly anticipate the opportunities and adventures that await us in the coming year.

Liz Manger
District Commissioner

BUILD COMMITTEE AND FINANCIAL REVIEW

Thame Girl Guiding are extremely fortunate to have our own wonderful HQ, that we not only utilise for the benefit of all the Guiding groups across the ages from Rainbows to Trefoil, but also as a facility that is accessible by the local community for a vast range of activities. We have regular hirers including a Nursery, Churches, Support Groups, Social Activities, Sports, Fitness, as well as private hirers for parties and alike. We are fortunate to be able to offer discounted hire rates to charity and support organisations, as well as some free of charge use in specifically reviewed requests. It is important to us as an organisation that although our primary use is for Guiding, that our ethos of being a community accessible facility remains at the forefront of our mind. 2024 has seen a consistent demand for the use of the hall which is testament to the quality of the facilities that the building has to offer.

Following on from 2023, during 2024 we have continued to invest in the facility to ensure the building is well maintained and offer a well equipped venue that meets the needs of Girl Guiding and our hirers. We have demonstrated a strong commitment to enhance the building with targeted investments, namely the installation of solar panels to reduce energy consumption and costs, redecoration of the internal building, deep clean of the floors and replacement tables across both halls, which we were very fortunate to have support to procure with help from Grants and donations from organisations such as the National Lottery, Thame Round Table, Towersey Fete, as well as individual donations. These major building investments had been part of the strategic planning for the past 3 years. As part of the solar panel installation we transitioned our utility provider to Octopus Energy, a change that enabled us to begin exporting surplus energy from the solar panels to generate income. This move aligns with our commitment to sustainability and cost-effectiveness in utility management.

Our management of the building and strong commitment to the local community has enabled us to contribute £2,760 in volunteer hours to various community groups, including the Ukrainian Support Group, a local Alcoholics Anonymous women's group, a neighbourhood nursery, and other local initiatives, which we are very proud to have been able to facilitate.

Following the resignation of the booking clerk, we have been extremely fortunate to have a volunteer take on the role of booking clerk, reducing the costs associated with this administrative function and contributing to overall operational savings. We have also reviewed the accounts that our income and existing balances are deposited to earn interest, with the ability to access funds should it be required.

Thame Guiding recognises the need to support our income with raising our profile in community initiatives and fundraising. This will be a focus for us during 2025 to maintain income streams, together with continued investment in the building in line with our strategy.

Debbie Thompson – Building Manager

Linda Newton – Treasurer

TANGIBLE FIXED ASSETS

The Guide HQ which is run and maintained by Girlguiding Thame is under a lease with the Thame Town Council and is currently insured for £1,405,900.

Fixtures and Fittings have recently been valued at £23,000 and a full list of tangible assets is available on request.

FUNDS AVAILABLE

These accounts are based on income or recorded as being received before the end of the financial year. Income promised but not received is not included as it would not have been available to spend in this particular year.

Girlguiding Thame produces their own accounts on a payments and receipts basis.



Girlguiding Thame District Building Fund
Income & Expenditure Account

	2024	2023
INCOME		
Donations/Grants	8003	11759
Hire Income: Regular	34600	31257
Hire Single event	3665	3309
Prepayments		
Total income from building	46268	46325
Fundraising	610	320
District Activities	1040	3449
	1650	3769
Bank interest		978
Misc	1707	28
	1707	1006
Total Income:	49625	51100

EXPENDITURE

General running expenses HQ:

Fire / alarm maintenance	926	744
Boiler maintenance/Plumbing	336	1032
Electrician/PAT Testing	343	1473
Insurance renewal	2217	1904
Licenses/Certification/Training	1829	1775
Thame Town Council lease	3	3
Garden Maintenance	253	239
Caretaker	2588	3690
Cleaning maintenance	5810	4247
Bookings admin	1000	3227
Electricity	767	1443
Gas	2422	2482
Water	513	526
WIFI	410	343
Refunds		557
	19417	23685

Equipment	16136	13719
Renewals & repairs:	9120	
	25256	34230

General expenses District:

Website	0	58
Gifts	177	395
Honorarium for indep auditors fees	250	250
Stationery/ stamps	147	117
District Activities	1684	3165
Subscriptions	90	180
	2348	4165

Total Expenses:	47021	62080
Surplus for the year:	2604	-10980

Add: opening bank balance (31.12.23)

Reserve Account	80004	90984
Current Account	0	0
Pre payments		0
Closing balance:	82608	80004

Represented by:

Reserve Account: contingency for the building	35000	35000
non-contingency	47608	45004
	82608	80004
Current Account	0	0
Total:	82608	80004

Prepared by:

Linda Newton
Treasurer - Thame District
Charity Number 304443
Date:

I confirm that this is a true record based on the books and records made available to me

Independent Examiner

Date: 6/2/25



Section A

Independent Examiner's Report

Report to the trustees/ members of	Thame District Girl Guide Association		
Accounts for the year ended	31 st Dec 2024	Charity no (if any)	304443
Set out on pages			

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

Responsibilities and basis of report 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:

6/2/25

Name:

Jaye Greenow

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

AIA C. Act
Associate of the Institute and Faculty of Actuaries

Address:

FLAT 3, 1 HEMSTAL ROAD

LONDON

NW6 2AB

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with general applicable law and United Kingdom Accounting Standards (United Kingdom General Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safekeeping the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the trustees on 7th February 2025

Signed



Liz Manger

District Commissioner