



Thame District Girl Guide Association

Financial Statement and Annual Report

For the Year ended 31<sup>st</sup> December 2025

## Girlguiding Thame

Administrative Information as at 31<sup>st</sup> December 2025

### 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	
Annable Laver	Leader	Added 30 <sup>th</sup> September 2025
Catherine MacLennan	Leader	Removed 30 <sup>th</sup> September 2025
Punita Mark	Leader	
Linda Newton	Treasurer	
Katherine Openshaw	Leader	
Laura Shirley	Leader	Removed 30 <sup>th</sup> September 2025
Kathryn Shorter	Leader	Added 11th April 2025
Deborah Thompson	Leader	
Elizabeth Verchase-Manger	District Commissioner	
Carolyn Wright	Leader	

Registered Office

36 Maple Road, Thame, OX9 2BH

Bankers

Nat West, Direct Business Banking, 4<sup>th</sup> Floor Hardman  
Boulevard, Manchester M3 3AQ

Independent Examiner

Fizz Accounting Ltd Unit A St Andrews Ct, Thame OX9  
3WT

## 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 14<sup>th</sup> 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 are 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 2025

The year 2025 has been a year of steady progress, renewed energy, and continued dedication within Thame Girlguiding. Building on the challenges and achievements of 2024, we have focused on strengthening our volunteer base, enriching the programme for our young members, and deepening our connections within the community.

A key focus this year has remained volunteer recruitment. Although the long-standing volunteer shortage continues to affect our capacity, we have made meaningful progress. Our Recruitment Coordinator has continued to raise the profile of Girlguiding across Thame, attending local events, hosting engagement activities, and proactively reaching out to potential volunteers. These efforts are beginning to generate new interest, and we are optimistic about welcoming additional adult volunteers in the coming year.

This has been a particularly important year for our Guide section. We were delighted to welcome new leaders into the unit, who have brought fresh ideas, enthusiasm, and stability. Their commitment has ensured the continued success of the combined Guide unit and has allowed us to maintain a high-quality programme for our older girls. Their arrival has been one of the most positive developments of the year and a clear sign that our recruitment work is beginning to make an impact.

While we have not yet been able to reopen the Rainbow unit, we remain committed to doing so when we have the leadership capacity. Flexibility and collaboration continue to be essential as we balance the needs of our members with the availability of volunteers.

Leader development has also remained a strong focus. Several volunteers have undertaken essential training—including Safe Space, First Aid, and leadership modules—strengthening both our practice and our confidence in delivering safe, meaningful activities. Their willingness to develop new skills demonstrates the dedication within our guiding community.

Across all units, our programme has remained vibrant and varied. The girls have enjoyed activities that build confidence, creativity, and teamwork, supported by volunteers who work tirelessly to bring the ethos of Girlguiding to life.

Our partnership with young volunteers completing their Duke of Edinburgh Award continues to flourish. Their energy, commitment, and positivity have added huge value to meetings, and we are grateful for the ongoing relationship with the DofE framework.

This year has also been strong for fundraising. Through the generosity of families, local businesses, and the broader community, we have been able to invest in new

resources and experiences that benefit our members. These contributions ensure that our young people enjoy safe, engaging, and memorable opportunities.

Looking ahead to 2026, our priorities remain clear:

- Growing and strengthening our volunteer team
- Supporting our new Guide leaders as they settle into their roles
- Reopening the Rainbow unit when leadership allows
- Expanding membership across all sections
- Continuing to support volunteers with training and development
- Delivering an inclusive, inspiring programme for every girl

We offer heartfelt thanks to all volunteers, parents, young leaders, and supporters who contribute to making Thame Girlguiding a thriving and empowering community. Together, we look forward to another year of guiding adventures and opportunities.

Liz Manger

District Commissioner

## **2025 BUILD COMMITTEE AND FINANCIAL REVIEW**

Thame Girl Guiding is privileged to have our own wonderful HQ, serving both our Guiding groups from Rainbows to Trefoil and the wider community. The facility is regularly used by a diverse range of hirers, including a nursery, churches, support groups, social and fitness activities, and private events. We maintain our commitment to community engagement by offering discounted rates to charities and support organisations, and, in 2025, provided complimentary use to groups such as Red Kite Centre, First Aid Training, Thame Youth Projects, and a Suicide First Aid Course. The ability to be able to offer this support embeds our ethos of being a community accessible facility and remains at the forefront of our mind. Demand use for the building remained strong throughout 2025, reflecting the quality and versatility of our facilities offered.

Our ongoing programme of improvement, initiated in 2023, continued in 2025 with a further investment of £15,496, (further expenditure of £8,385 is committed for 2026 when the work has been completed).

This included new flooring for the small hall, replacement of three external door sets, and installation of sound reduction panelling in both halls. These enhancements have improved functionality, reduced noise, and minimised heat

loss. Where possible, local providers for these investments were engaged to support the community further. The solar panels installed in 2024 have begun to yield significant benefits, resulting in a £912 saving and surplus energy income over a full year.

We have actively promoted Thame Girl Guiding at events such as Thame Pride, Thame Charities Fair, and Kingsey Festival, which both raise our profile, generated support, donations and fund raising for ongoing investment into the building. We are also extremely grateful for the support of Haddenham Window Cleaners who kindly clean our external windows on a free of charge basis.

### **Financial Review and Governance**

As part of our commitment to robust financial governance, Thame Girl Guiding has adopted a reserves policy to ensure adequate contingencies and funding for the ongoing demands of the building and to future-proof the charity. In addition, we have engaged Fizz Accounting Ltd to provide an independent Examiner's Report on the accounts.

Thame Girl Guiding recognises that the continued success of our building management and investment programme is made possible by the dedication of our amazing volunteers, to whom we extend our sincere gratitude for the support they give each week.

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

	2025	2024
<b>INCOME</b>		
Donations/Grants	1597	8003
Hire Income: Regular	36966	34600
Hire Single event	4323	3665
Prepayments		
Total income from building	42886	46268
Fundraising	1887	610
District Activities	950	1040
	2837	1650
Bank interest	2077	
Misc		1707
	2077	1707
<b>Total income:</b>	<b>47800</b>	<b>49625</b>
<b>EXPENDITURE</b>		
<b>General running expenses HQ:</b>		
Fire / alarm maintenance	704	926
Boiler maintenance/Plumbing	252	336
Electrician/PAT Testing	676	343
Insurance renewal	1875	2217
Licenses/Certification/Training	1649	1829
Thame Town Council lease	3	3
Garden Maintenance	207	253
Caretaker	2190	2588
Cleaning maintenance	4018	5810
Bookings admin	0	1000
Electricity	240	767
Gas	1511	2422
Water	453	513
WIFI	466	410
Refunds	14244	19417
Equipment	285	16136
Renewals & repairs:	15496	9120
	15781	25256
<b>General expenses District:</b>		
Website	162	0
Gifts	121	177
Independent examiner's fees	250	250
Stationery/ stamps	159	147
District Activities	1833	1684
Subscriptions	98	90
	2623	2348
<b>Total Expenses:</b>	<b>32648</b>	<b>47021</b>
<b>Surplus for the year:</b>	<b>15152</b>	<b>2604</b>
Add: opening bank balance (31.12.24)		
Reserve Account	82608	80004
Current Account	0	0
Pre payments		0
<b>Closing balance:</b>	<b>97760</b>	<b>82608</b>
Represented by:		
Reserve Account: contingency for the building	35000	35000
non-contingency	62760	47608
Current Account	0	0
<b>Total:</b>	<b>97760</b>	<b>82608</b>

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

*Linda Newton*

Independent Examiner

Date: 12/2/26

# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees

Thame District Girlguide Association

On accounts for the year ended

31<sup>st</sup> December 2025

Charity no  
(if any)

304443

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2026**.

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").

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.

Signed:

*Erika Lewis*

Date:

12/2/26

Name:

*Erika Lewis*

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

*ICAEW*

Address:

*FIZZ ACCOUNTING LTD, UNIT A ST ANDREWS COURT,  
WELLINGTON STREET, THAME, OX9 3WT.*



## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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

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

- Select suitable accounting policies and 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 safeguarding the assets of the charity and for taking reasonable steps to prevent and detect fraud and other irregularities.

This report was approved by the Trustees 16<sup>th</sup> February 2026

Signed



Liz Manger  
District Commissioner