



WE DISCOVER, WE GROW

Girlguiding

West Yorkshire South



# ANNUAL REPORT



WE DISCOVER, WE GROW

Girlguiding

West Yorkshire South

2021

Every year seems to bring new challenges and 2021 was no different, so a big 'thank you' to all our volunteers for staying with us and adapting to the changing circumstances to ensure that girls continued to enjoy Guiding.

For the second year running, we have not been able to provide the same level of activities for the girls, as we would have liked, but at a local level units have worked hard to keep girls engaged. At the start of the year, Guiding activities remained virtual but as restrictions relaxed, by the summer units began holding outdoor meetings and gradually began to return to indoor meetings, although some experienced difficulties and had to find new meeting places. Some units also began to go on camps and residential and it began to feel that normality was returning. It was particularly encouraging to see so many girls put themselves forward for selection for the 2023 World Scout Jamboree in Korea.

We had hoped to have begun plans for re-opening Wysholme, our residential centre, but this has had to be delayed due to an incident causing significant structural damage.

Overall membership has reduced and there has had to be some restructuring within the County, with Agbrigg Division becoming a district within Pennine East Division. Similarly some divisions are also looking to restructure internally and have closed/amalgamated units where necessary. On a more positive note, as units have returned to normal activities, numbers are beginning to pick up.

As a county we have focused on ensuring that we continue to provide all the necessary training to enable our volunteers to provide good quality, safe Guiding activities. For most of the year, mandatory First Response and Safe Space trainings continued to be delivered virtually at Region level, with the County providing the practical element of First Response. Then in October, we were able to hold our first face to face trainings starting with two First Response trainings, followed by the County Training day. We were also able to go ahead with the residential County Training Weekend at Waddow - which was well supported and enjoyed by those taking part.

Thank you to all our volunteer for your time and everything you continue to do to maintain good and safe Guiding activities in our County.

Lynne Gascoigne & Kath Haigh  
County Commissioners (until 15/10/21)





A summary of the number of girls in each Section in West Yorkshire South

	2020	2021
Rainbows	899	518
Brownies	1769	1191
Guides	958	710
Rangers	68	71
Total	3694	2490



A summary of the number of volunteers in West Yorkshire South



	2020	2021
Commissioner	9	9
Leader	365	463
Other Volunteers	60	68
Supporting members	4	3
Unit volunteers	287	268
Young Leader	82	79
TOTAL	813	890



## Awards

### 40 years' service

Margaret Phillips - Wakefield North  
Audrey Broadbent - Agbrigg  
Susan Haigh - Dartmouth



### 50 years' service

Linda King - Wakefield South

### 60 years' service

Dorothy Bottom - Ramsden

### Thanks Badge

Steve Booth - Ramsden

### Good Service Award

Kath Haigh - Dartmouth  
Lynne Gascoigne - Wakefield South



### County Award

Sarah Hutton - Ramsden  
Ruth Pearson - Ramsden

### Chief Commissioner's Award

Kath Haigh - Dartmouth  
Lynne Gascoigne - Wakefield South

### Silver Fish

Jill Webb - Ramsden



**THE GUIDE ASSOCIATION  
WEST YORKSHIRE SOUTH  
REPORT AND ACCOUNTS  
YEAR ENDED 31 DECEMBER 2021**

**Charity Number - 509670**

## **Independent Examiner's Report to The Guide Association - West Yorkshire South**

I report on the accounts of the Association for the year ended 31 December 2021 which are set out on pages 2 to 5.

### **Respective responsibilities of trustees and examiner**

The Association's trustees are responsible for the preparation of the accounts. The Association considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is required.

It is my responsibility to:

- \* examine the accounts (under section 43(3)(a) of the 1993 Act);
- \* follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- \* state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

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 Association 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 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 report**

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 41 of the 1993 Act; and
  - \* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 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.



Kerri Clements  
Independent Reviewer

30 April 2022

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH**  
**(Registered Charity No. 509670)**

**BALANCE SHEET - 31 DECEMBER 2021**

	<u>Notes</u>	£	2021 £	£	2020 £
<b>Tangible Fixed Assets</b>	<b>2</b>		<b>1,558</b>		<b>204</b>
<b>Current Assets</b>					
Stocks	3	2,894		2,130	
Debtors (due within one year)		1,313		1,826	
Bank balances	4	107,925		111,631	
Cash balance - Badges		86		5	
Cash balance – County office		7		7	
		-----		-----	
		<b>112,225</b>		<b>115,559</b>	
		-----		-----	
<b>Creditors - amounts falling due within one year</b>					
Creditors and accrued charges			(758)	(605)	
			-----	-----	
<b>Net Current Assets</b>			<b>111,467</b>		<b>114,994</b>
			-----		-----
<b>Total Assets less Current Liabilities</b>			<b>113,025</b>		<b>115,199</b>
			=====		=====
 <b>Capital and Reserves - unrestricted funds</b>					
<b>General Fund</b>					
Brought forward at 1 January			115,199		100,716
Net incoming (outgoing) resources			(2,174)		14,483
			-----		-----
Carried forward at 31 December			<b>113,025</b>		<b>115,199</b>
			=====		=====



.....  
Sally Collinson - County Treasurer

I approve these accounts on behalf of the Executive Committee and confirm that we have made available all relevant records and information for their preparation.

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH**  
**(Registered Charity No. 509670)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 DECEMBER 2021**

**Unrestricted Funds**

<b>Income and Expenditure</b>	<b>2021</b>		<b>2020</b>	
	£	£	£	£
<b>Incoming resources:</b>				
Subscriptions received from units		<b>16,548</b>		31,880
Bank interest received		<b>11</b>		37
Grants returned to County Funds		-		690
Grants		-		-
County badge sales		<b>5,419</b>		55,03
General Donations		<b>1,080</b>		1,040
Specific Unit Donations		-		900
Outdoor Activities		-		-
Senior Section Activities		-		-
County Events		-		-
Training		<b>3,774</b>		353
		-----		-----
<b>Total incoming resources</b>		<b>26,831</b>		40,403
		-----		-----
<b>Resources expended:</b>				
<b>Direct charitable expenditure</b>				
Subscription passed to Wysholme Building	<b>3,093</b>		4,522	
Mentor expenses	<b>89</b>		128	
Outdoor activities	<b>1,342</b>		-	
Training	<b>4,116</b>		757	
Cost of county badge sales	<b>5,133</b>		5,791	
County events	<b>160</b>		-	
Senior section	<b>90</b>		-	
Gifts and donations	<b>647</b>		354	
Donations passed to specific units	-		900	
Public relations and publications	-	<b>14,670</b>	-	12,452
	-----		-----	
<b>Management and administration expenditure</b>				
Accountancy fees	-		-	
Annual General Meeting costs	-		-	
Girlguiding subscriptions	<b>338</b>		422	
Management administration expenses	<b>13,481</b>		12,825	
Bank Charges	-		-	
Insurance	-		-	
Depreciation	<b>517</b>	<b>14,336</b>	221	13,468
	-----	-----	-----	-----
<b>Total resources expended</b>		<b>(29,006)</b>		(25,920)
		-----		-----
<b>Net (outgoing)/incoming resources</b>		<b>(2,174)</b>		14,483
		=====		=====

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH**  
**(Registered Charity No. 509670)**  
**NOTES TO THE ACCOUNTS**  
**YEAR ENDED 31 DECEMBER 2021**

**1. Accounting Policies**

**1.1 Basis of preparation**

The accounts are prepared on the accruals basis with income and expenditure being related to the period it is receivable or incurred.

**1.2 Depreciation**

Depreciation is provided in equal annual instalments to write off the cost of fixed assets over their anticipated useful lives, as follows :-

Office equipment 5 years

**1.3 Stocks**

Stocks are stated at the lower of cost and net realisable value.

**2. Tangible Fixed Assets**

	<b><u>Office Equipment</u></b>
<b><u>Cost</u></b>	<b>£</b>
As at 1 January 2021	13,547
Additions	1,870
	-----
As at 31 December 2021	<b>15,417</b>
	-----
<b><u>Depreciation</u></b>	
As at 1 January 2021	13,342
Charge for the year	517
	-----
As at 31 December 2021	<b>13,859</b>
	-----
<b><u>Net Book Values</u></b>	
As at 1 January 2021	204
	-----
As at 31 December 2021	<b>1,558</b>
	===

**3. Stocks**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Badge stocks	2,893	2,130
Guide association stocks	-	-
	-----	-----
	<b>2,893</b>	<b>2,130</b>
	=====	=====

**4. Bank Balances**

Deposit Accounts - Instant Access	104,695	107,684
- Instant Access 2	-	50
Current Accounts - Treasurers account	666	963
- Badges	2,564	2,934
	-----	-----
	<b>107,925</b>	<b>111,631</b>
	=====	=====

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH**  
**(Registered Charity No. 509670)**

**NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 DECEMBER 2021**

5. The Association has no restricted income funds, has no material commitments not provided for in the accounts, and has no loan creditors outstanding at the year end.
6. All the Association's operations are continuing operations and none were discontinued or acquired during the year.
7. The Association has no intangible assets, or assets that are inalienable or historic.
8. There were no material commitments not provided for at the year end.

**THE GUIDE ASSOCIATION  
WEST YORKSHIRE SOUTH  
WYSHOLME ACTIVITY CENTRE  
REPORT AND ACCOUNTS  
YEAR ENDED 31 DECEMBER 2021**

**Charity Number - 509670**

**Independent Examiner's Report to**  
**The Guide Association - West Yorkshire South (Wysholme Activity Centre)**

I report on the accounts of the Association for the year ended 31 December 2021 which are set out on pages 2 to 4.

**Respective responsibilities of trustees and examiner**

The Association's trustees are responsible for the preparation of the accounts. The Association considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is required.

It is my responsibility to:

- \* examine the accounts (under section 43(3)(a) of the 1993 Act);
- \* follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act); and
- \* state whether particular matters have come to my attention.

**Basis of independent examiner's report**

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 Association 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 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 report**

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 41 of the 1993 Act; and
  - \* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 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.



Kerri Clements  
Independent Reviewer

30 April 2022

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH**  
**(Registered Charity No. 509670)**

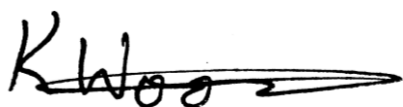
**WYSHOLME ACTIVITY CENTRE**

**BALANCE SHEET - 31 DECEMBER 2021**

	<u>Notes</u>	£	2021 £	£	2020 £
<b>Tangible Fixed Assets</b>	<b>2</b>		<b>49,414</b>		50,792
<b>Current Assets</b>					
Stocks	<b>3</b>	<b>366</b>		366	
Debtors		-		-	
Prepayments		<b>1,337</b>		1,624	
Bank - Treasurers Account		<b>398</b>		2,998	
Bank - Instant Access Account		<b>13,913</b>		12,712	
		-----		-----	
		<b>16,015</b>		<b>17,700</b>	
		-----		-----	
<b>Creditors - amounts falling due within one year</b>					
Creditors		-		(68)	
Accrued charges		<b>(583)</b>		<b>(139)</b>	
Deferred income		<b>(125)</b>		<b>(175)</b>	
		-----		-----	
		<b>(718)</b>		<b>(382)</b>	
		-----		-----	
<b>Net Current Assets</b>			<b>15,297</b>		<b>17,318</b>
			-----		-----
<b>Total Assets less Current Liabilities</b>			<b>64,711</b>		<b>68,110</b>
			=====		=====
<b>Capital and Reserves - unrestricted funds</b>					
<b>General Fund</b>					
Balance at 1 January			<b>68,110</b>		59,591
Net (outgoing)/incoming resources during the year			<b>(3,399)</b>		8,519
			-----		-----
Balance at 31 December			<b>64,711</b>		<b>68,110</b>
			=====		=====



.....  
 Lynne Gascoigne – Wysholme Committee Chair



.....  
 Karen Wood - Wysholme Treasurer

We approve these accounts and confirm that we have made available all relevant records and information for their preparation.

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH****(Registered Charity No. 509670)****STATEMENT OF FINANCIAL ACTIVITIES****WYSHOLME ACTIVITY CENTRE****YEAR ENDED 31 DECEMBER 2021****Unrestricted Funds**

<b>Income and expenditure</b>	<b>2021</b>	<b>2020</b>
£	£	£
<b>Incoming resources:</b>		
Lettings	-	30
General Fund subscriptions	<b>3,093</b>	4,522
Grants from local authority	-	10,000
Donations	-	15
Bank interest received	<b>1</b>	3
	-----	-----
<b>Total incoming resources</b>	<b>3,094</b>	14,570
 <b>Resources expended:</b>		
Management expenses	<b>370</b>	383
Insurance	<b>1,000</b>	984
Water	<b>115</b>	145
Cleaning	<b>116</b>	445
Accountancy fees	-	-
Light and heat	<b>1,930</b>	1,525
Repairs and maintenance	<b>1,586</b>	1,157
Depreciation	<b>1,378</b>	1,412
	-----	-----
<b>Total resources expended</b>	<b>(6,494)</b>	(6,051)
	-----	-----
<b>Net (outgoing)/incoming resources for the year</b>	<b>(3,399)</b>	8,519
	=====	=====

**THE GUIDE ASSOCIATION - WEST YORKSHIRE SOUTH**  
**(Registered Charity No. 509670)**

**YEAR ENDED 31 DECEMBER 2021**

**WYSHOLME ACTIVITY CENTRE - NOTES TO THE ACCOUNTS**

**1. Accounting Policies**

**1.1 Basis of preparation**

The accounts are prepared on the accruals basis with income and expenditure being related to the period it is receivable or incurred.

**1.2 Depreciation**

Depreciation is provided in equal annual instalments to write off the cost of fixed assets over their anticipated useful lives as follows :-

Furniture and fittings	5 years
Property	50 years

**1.3 Stock**

Stock is stated at the lower of cost and net realisable value.

**2. Tangible Fixed Assets**

	<b><u>Property</u></b>	<b><u>Furniture and Fittings</u></b>	<b><u>Total</u></b>
<b><u>Cost</u></b>	£	£	£
As at 1 January 2021	79,783	15,671	95,454
Additions	-	-	-
	-----	-----	-----
As at 31 December 2021	<b>79,783</b>	<b>15,671</b>	<b>95,454</b>
	-----	-----	-----
<b><u>Depreciation</u></b>			
As at 1 January 2021	29,004	15,658	43,250
Charge for the year	1,365	13	1,378
	-----	-----	-----
As at 31 December 2020	<b>30,369</b>	<b>15,671</b>	<b>46,040</b>
	-----	-----	-----
<b><u>Net Book Values</u></b>			
As at 31 December 2020	<b>49,414</b>	-	<b>49,414</b>
	=====	=====	=====

**3. Stocks**

	<b>2021</b>	<b>2020</b>
	£	£
Badge and souvenir stocks	<b>366</b>	366
	===	===

4. The Association has no employees and has no transactions with related parties.
5. The Association has no restricted income funds, has no material commitments not provided for in the accounts, and has no loans outstanding at the year end.
6. All the Association's operations are continuing operations and none were discontinued or acquired during the year.
7. The Association has no intangible assets, or assets that are inalienable or historic.
8. There were no material commitments not provided for at the year end.

## **Independent Examiner's Report to The Guide Association - West Yorkshire South**

I report on the accounts of the Association for the year ended 31 December 2021 which are set out on pages 2 to 5.

### **Respective responsibilities of trustees and examiner**

The Association's trustees are responsible for the preparation of the accounts. The Association considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is required.

It is my responsibility to:

- \* examine the accounts (under section 43(3)(a) of the 1993 Act);
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- \* state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

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 Association 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 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 report**

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 41 of the 1993 Act; and
  - \* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 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.



Kerri Clements  
Independent Reviewer

30 April 2022

**Independent Examiner's Report to**  
**The Guide Association - West Yorkshire South (Wysholme Activity Centre)**

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**Respective responsibilities of trustees and examiner**

The Association's trustees are responsible for the preparation of the accounts. The Association considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is required.

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Kerri Clements  
Independent Reviewer

30 April 2022