

THE GUIDE ASSOCIATION NORTH YORKSHIRE SOUTH

**ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

Registered Charity: 516246



Annual Report and Accounts for 2021

Introduction

The Trustees' Report and the Accounts of The Guide Association North Yorkshire South for the year ended 31 December 2021 were approved by the Trustees at a meeting held on dd-mon-2021. The accounts have been prepared to comply with the Statement of Recommended Practice for Accounting by Charities (Revised 2015).

Constitutional and Legal framework

The Guide Association nationally is incorporated under a Royal Charter dated 14 December 1922 which gives powers to form area Associations, of which North Yorkshire South is one.

The Guide Association North Yorkshire South was registered with the Charity Commission on 12 March 1985 under number 516246. It uses the working name Girlguiding North Yorkshire South.

Trustees and Management

Responsibility for the management of the business of Guiding in North Yorkshire South County is vested in the Executive Committee, which includes the trustees of this charity.

The following people were trustees during the year and at the date this report was approved:

Nicola Booth (until September 2021)

Helen Feetenby

Alison Cunningham

Katherine Croft (from September 2021)

Sally Jackson

Hannah Cook

Alison Wadsworth

Lesley Strathie

Diane Harryman

Ann Booker

Alison Tant-Brown (until February 2022)

Jennifer Dealtry

Carole Wilson

Clare Cockcroft

Charity trustee selection

The Charity is chaired by the County Commissioner(s) for the North Yorkshire South area, having been appointed to that role by the Girlguiding North East England Commissioner in consultation with the existing trustees. The County Commissioner(s) then invites other adult leaders within North Yorkshire South to become her co-trustees, and these will usually be the five Division Commissioners together with all other members of the Executive committee, as resolved in a revised constitution dated 28 November 2015. The term of the County Commissioner's office is usually five years.

Appointment and induction of trustees.

New trustees are appointed by the continuing trustees. There are established procedures for the induction of each trustee to ensure that they are aware of the responsibilities of a trustee and the ways of working within the charity. The charity trustees of Girlguiding North Yorkshire South are the voting and non-voting members of the Executive Committee.

Aims and Objectives

The aim of Guiding is to help girls and young women develop emotionally, mentally, physically and spiritually so that they can make a positive contribution to their community and the wider world.

The objectives of Girlguiding North Yorkshire South are to develop, promote and advance Guiding in North Yorkshire South in line with The Guide Association's own national objectives. We are a part of the leading charity for girls and young women in the United Kingdom. We build girls' confidence and raise their aspirations. We give them the chance to discover their potential and encourage them to be a powerful force for good. We give them a space to have fun.

The Trustees deliver these objectives by providing training for leaders, running a residential facility for girls and their leaders to use, and arranging events on a larger and more ambitious scale than would be possible for smaller, local Guiding units. They provide support to local Guiding Divisions, Districts and individual Units throughout the North Yorkshire South region.

Review of the year's activities and Summary of the main achievements during the year

Despite the extended period of Covid restrictions and resultant stop, start face to face meetings, our amazing, dedicated volunteers have maintained their commitment to our young members and kept Girlguiding going. Meetings have taken place virtually or out of doors; challenges have still been completed and badges earned. We have been flexible, and resourceful and in true Guiding spirit have had a go at things we may previously have thought to be impossible. We even had a number of early adopter units who opened their doors to 4 year old Rainbows (previously the starting age had been 5 years old), paving the way for this to become a national policy from October.

Despite the challenges, adult training has continued meaning we have maintained 100% compliance with all our mandatory safe practice requirements. Volunteers have been supported and recognised for their hard work by local commissioners and a county face to face Thanks and Recognition event was held in September where Long Service and other awards were presented.

Girlguiding is a movement, and our direction is always forward. We build on our traditions and experiences and improve and modernise for the benefit of our members. North Yorkshire South is no exception. Our reduction in volunteer numbers has led us to review our recruitment practices, creating more opportunities for support roles to ease the administrative burden for busy Leaders. As a result, we have created a County Welcome resource to ensure that those adults who wish to volunteer get a consistent, warm and informative introduction to our county. We also started to undertake a detailed quarterly analysis of membership (both girl and adult) to enable us to target our PR and recruitment activities more appropriately and have initiated a project which will deliver a re-vamped website in 2022.

Going forward we will remain true to our organisation purpose and values whilst being open to new ways of working, to streamline our administration to keep costs and our membership

subscriptions) down, modernise our recruitment methods, and give the girls and young women we care so much about, new and exciting opportunities.

Public Benefit

Girlguiding North Yorkshire South extends its benefits to all who wish to join Girlguiding within the geographical area, without discrimination. It gives financial and non-financial support to adults and children within the area.

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.

Donated services

In common with many charities, Girlguiding North Yorkshire South benefits from the time and services donated by volunteers and supporters. It is not practicable to quantify this in monetary terms, but without their support the work of Girlguiding in North Yorkshire South would not exist in its current form.

Financial Performance

The Executive Committee regards the financial performance of Girlguiding North Yorkshire South for the year, and its financial position at the end of the year, to be healthy but is taking a cautious approach to budget setting for the foreseeable future as the income strand has been affected by a drop in membership numbers in 2020 which has not yet been recovered.

Reserves Policy

The Statement of Recommended Practice requires all charities to consider the level of reserves held. The Executive Committee's policy is that the balance of Reserves on the General Fund should be between nine and fifteen months' normal expenditure. The Charity holds reserves in order to provide a buffer for the ongoing running costs of White Rose House and to fund working capital for activities and training throughout the year. Unrestricted, undesignated funds held at 31 December 2021 amounted to £83512.12 with restricted funds of £3002.06 (2020: £83341), which is currently higher than the range of £37,452 to £74,095 suggested by 2017 to 2019 'normal' expenditure of between £41,852 to £61,746. This is because the county has had reduced expenditure during the pandemic and also received a Business Interruption Grant from the local authority to assist with the loss of income at White Rose House during a global pandemic. During the year to 31 December 2019 the county contracted with Girlguiding North East England to engage a part time paid administrator. This commitment continued throughout 2021 and the effect of this expenditure is being carefully monitored by the Executive Committee.

Details of designated funds are shown in the Notes to the accounts.

Risk

The Statement of Recommended Practice also requires Trustees to report on the significant risks facing the Charity, and how these have been dealt with. The risk associated with the finances of the Charity changed during the Covid 19 pandemic as membership levels have reduced whilst members have been unable to attend their regular weekly meetings in person. The expenditure has also diminished for the same reasons so the current level of reserves, mentioned above, off set that risk to a degree that the Trustees believe is currently satisfactory. The level of membership income is set annually to meet anticipated expenditure,

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Future Activities

It is intended that Girlguiding North Yorkshire South will continue to pursue activities and policies which will sustain and enhance the objectives of Guiding in North Yorkshire South within the financial constraints of available income and in keeping with changes in policy which are from time to time imposed by the Guide Association.

Training events for leaders in all sections will continue to be arranged on an ongoing basis, together with camps and other events for the girls.

Statement of Responsibilities of the Trustees of Girlguiding North Yorkshire South

The Board of Trustees is responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the charity and enable them to ensure that the financial statements prepared in accordance with the Charities SORP (FRS102). The Board is also responsible for safeguarding the assets of Girlguiding North Yorkshire South and hence for taking responsible steps for the prevention and detection of fraud or other irregularities.

Information

Further information about the charity can be obtained from the principal address: 17 Edgerton Drive, Tadcaster, North Yorkshire, LS24 9QW

Approved by the Trustees on 10 May 2022 and signed on its behalf by:



Alison Cunningham and Lesley Strathie - County Commissioners

THE GUIDE ASSOCIATION NORTH YORKSHIRE SOUTH
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021
RECEIPTS AND PAYMENTS ACCOUNT

GENERAL ACCOUNT	2021		2020	
	£	£	£	£
Receipts:				
Subscriptions received	10775		16,950	
Bank and Deposit Interest	37		201	
Gift Aid reclaimed	0		0	
Donations, Legacies and Grants	1464	12276	300	17,451
White Rose House				
Fees	1677		17,451	
Shop Sales	100		117	
Other	1		11,493	
Grant	16161			
		17938		15,024
Activities				
Outdoor Climbing				
Arts				
Training	442		670	
Gold Award Adventures				
International				670
Events				
Senior Section Centenary				
County Celebration	560			
County Camp				
County Leaders' Weekend				
Santa Special	4080		25	
Ballroom Blitz			13,740	
		5082		13,765
Badge/Book/Sweatshirt Sales	1342		1028	
Miscellaneous	15	1357	15	1043
Gross Receipts		36,654		47,952

THE GUIDE ASSOCIATION NORTH YORKSHIRE SOUTH
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021
RECEIPTS AND PAYMENTS ACCOUNT

GENERAL ACCOUNT	2021	2020
	£	£
Payments:		
White Rose House:		
Rates and Insurance	1571	1,669
Utilities	1681	2,104
Maintenance	5818	2,753
Refunds		404
Cleaning Contract	3437	3,263
Cost of Shop Items	0	695
Printing, Postage, Stationery and Advertising	80	689
		11,606
Subscriptions paid to Girlguiding UK	686	494
Gifts	40	33
Donations and Grants	0	246
Activities:		
Outdoor		
Arts		
Training	303	209
Baden-Powell Adventures (Guides)		
International	0	80
Joint with Scouts		
Leadership Qualification		
	1029	1,063
Events:		
County Celebration	906	
Ballroom Blitz		26,504
County Leaders' Weekend		
Santa Special	4385	
County Camp	407	
One off events	0	35
	5698	26,539

Badges, Archives and Uniform Purchases
Administration

Telephone, Printing, Postage, Website and Stationery	1160		198	
Badge-Awards	2891		2190	
Insurance	972		943	
AGM and Annual Report Costs	256			
Executive Committee Meeting Expenses	0			
Gift aided expenses				
Conference and Officials' Expenses	1427		1,382	
Admin Assistant Contract	4875		4,875	
		10580		9,587
Equipment	2844		697	
Miscellaneous	743	3586	637	1,245
Gross Payments		<u>33480</u>		<u>50040</u>
Net Receipts/(Payments) for the Year		3174		(2088)
Cash Funds brought forward - 1 January 2021		83340		85,248
Cash Funds carried forward - 31 December 2021		<u>86514</u>		<u>83,340</u>

THE GUIDE ASSOCIATION NORTH YORKSHIRE SOUTH
THE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021
RECEIPTS AND PAYMENTS ACCOUNT

RESTRICTED FUNDS

	2021	2020
	£	£
Receipts:	3002	0
Payments:	0	0
Net(Payments)/Receipts for the Year		
Cash Funds brought forward	0	
Cash Funds carried forward	3002	

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2021

	2021	2020
	£	£
Bank Current Accounts	57792	48,566
Bank Deposit Account	55	55
National Savings Investment Account	1666	1666
Scout Association Short Term Investment	0	33054
Redwood Bank 95 Day Notice Account	12000	
Barclays Business Premium	15001	
Cash		
	86514	83,341

Analysis of Assets between Funds

	General	Total
£		£
White Rose House	19644	17,291
General	63868	66,050
Restricted	3002	
	86514	85,428

Other Assets Held for Own Use:

Freehold Property - White Rose House, Wheldrake

Fixtures and Fittings - White Rose House

Flags - County Standard and Division Windblades

Camping Equipment

Archery Equipment

Resusci Annes

Climbing Equipment

Audio Visual Projection
Equipment

Computer for
Secretary

Photocopier

Staging

Mobile Phone

Notes to the Financial Statements

1. The Financial Statements have been prepared on a Receipts and Payments basis in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS102).

2. The County has a one third interest in the York Scout and Guide Gang Show along with two York Scout Districts. No income has been received in the last year into the County's accounts.

3. The County maintains a designated fund representing monies held on deposit specifically for use at White Rose House.

4. *Trustees' remuneration and expenses*

No Trustee received any remuneration during 2021 (2020 - nil).

Expenses amounting to £1427 in total were paid to six trustees during the year for travel, telephone and the general reimbursement of costs incurred on behalf of the Charity.

Independent examiner's report to the Trustees of

THE GUIDE ASSOCIATION NORTH YORKSHIRE SOUTH

I report to the Trustees on my examination of the accounts of the Guide Association North Yorkshire South (the Association) for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the Association 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 Association'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Association as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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:



Name: Susan Seaman

Relevant professional qualification or membership of professional bodies (if any): FCA

Address: 11 Green Lane, Selby YO8 9AN

Date: 10 May 2022