



Trustee Annual Report Form – Template

This template is to provide guidance to units who are completing a Trustee Annual Report for the NI Charity Commission. If you do not wish to use this form please ensure that the headings in this guidance are followed when completing a Trustee Annual Report.

All Girlguiding Ulster Charities are governed by the Royal Charter and Bye-laws.

The Purpose of each of these Charities is to educate girls and young women to help them develop emotionally, mentally, physically and spiritually so that they can make a positive contribution to their Community and the wider world.

Name of Charity as it appears on the Register and any other names it may be known by

Girlguiding Belfast –West Division

NI Charity Commission Number

104082

The Guide Association

30 Station Road, Holywood

County Down, BT18 0BP

The principal address of the Charity- this should be the address that was used at the time of registration with the Charity Commission

The names of all Charity Trustees on the date the report was approved and all individuals who served as Charity Trustees during the year

Gwen Simmons

Margaret Wylie

Jacqueline Weir

Claire King



The financial year the report relates to – for example, 1st April 2016 to 31st March 2017

1st January 2024 – 31st December 2024

A summary of the Charity's main activities to further its purposes for the public benefit and the main achievements in the year

There are 5 Rainbow, 5 Brownie, 5 Guide (1 not currently meeting due to small numbers) and 2 Senior Section units in West Belfast Division.

Units took part in their individual programmes. No division events were held.

There was no harm flowing from the Charities purposes and that there was no private benefit.

A statement that the Trustees have had regard to the Commission's Public Benefit requirement statutory guidance

We confirm that all Trustees are aware of and have regard to the Commission's Public Benefit Requirement

A review of the Charity's financial position at the end of the year



Starting Balance at 1st Jan 2024– £819.72

Closing Balance at 31st Dec 2024 –£790.31

Details of any fund held by the Charity that was materially in deficit at the end of the year and steps taken by the Charity Trustees to eliminate the deficit

Not Applicable

One or more of the Charity Trustees must sign and date the box below.

Jacqueline Weir 26 Oct 2025