



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

1st Florencecourt Girl Guides

NI Charity Commission Number

104173

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

The Guide Association
30 Station Road
Hollywood Co. Down
BT18 0BP

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

Mrs Rachael Lipscomb
Miss Jodie O'Reilly



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

1st April 2024 – 31st March 2025

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

We had 7 guides and 2 rangers attending regularly and following the Girlguiding programme of activities. Highlights included a trip to the cinema in December 2024 and the annual county camp at Share in June 24. We also had 2 guides attending an international camp (orbit) near Dublin in summer 2024. We completed many activities in the unit such as craft, cooking and sport. We completed several badges including remembrance, thinking day and confectionery.

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

Charity Trustees are legally obliged to have regard to this guidance. The trustees confirm that all Trustees are aware of this. We belong to Girl Guiding Ulster and Girl Guiding UK and follow the statutory processes and guidance coming from these parent bodies.

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



The opening Balance on 1.4.24 was £2525.06. Income was received from subs paid by the 9 girls of the unit (£585) and also camp fees from the 7 girls attending the summer county camp (£280) and from those attending the cinema (£25). The main expense was census (fees paid to GGUK, GGU and GGFermanagh) amounting to £605, camp fees (£280), cinema (£25) and craft materials (£25). This left a closing balance on 31.3.25 of £1615.06

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

1st Florencecourt Girl Guides have no assets or liabilities. We have a closing balance in profit due to pre-pandemic fundraising for camps that were cancelled. This will be held in reserve to subsidise opportunities for girls who struggle to pay their annual census and to ensure all girls have equal opportunities to participate in unit activities.

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

Rachael Lipscomb

18.01.2025