



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 Spa Brownie Unit

NI Charity Commission Number

NIC104285

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
Holywood
County 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

Caroline Henry

Angela Straney

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

1 September 2023 – 31 August 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 were 19 girls, aged 7 – 10 years in the unit this year.

They took part in the fun and varied Girlguiding programme, gaining many interest badges and skill builder badges in recognition of their achievements. We worked across all the Girlguiding themes: Know Myself, Express Myself, Be Well, Have Adventures, Take Action and Skills for My Future.

Some of our activities included:

- Ulster Scots badge – learning the language, the culture, held a Ceilidh and ate Scottish food. Had a visit from Pipers and Drummers from a local pipe band
- Made birdhouses
- Craft - decorated our name with wool and accessories to display in our hall
- Made Remembrance Day bookmarks
- Visited local Nursing Home and made Christmas decorations
- Baking – made a cake in a cup
- Celebrated St Patrick's Day with a sleepover – Party for Paddy – craft, campfires, climbing walls
- Activity day – bushcraft, abseiling, scavenger hunt
- Forest School – outdoor activities



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

All Trustees are aware of their legal obligation to have regard to the Commission's Public Benefit requirement statutory guidance.

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

Starting balance 1 September 2022 - £ 1,419.52

Closing balance 31 August 2023 – 1,101.14

We have no assets and liabilities.

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

n/a

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

C Henry 3/6/25