



## 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**

20<sup>TH</sup> B Belfast Brownies

**NI Charity Commission Number**

104451

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

20<sup>TH</sup> B Belfast Brownies

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**

Miss Heather McKaig

Mrs Carol Campbell

Miss Louise Thompson



**The financial year the report relates to – for example, 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017**

1<sup>st</sup> September 2022 to 31<sup>st</sup> August 2023

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

24 Brownies were registered during this period. The opening night in September fell just after Queen Elizabeth II's death. After welcoming the new girls and playing some 'getting to know you' games we remembered the Queen and her involvement with Girlguiding, from being a Guide to Patron.

The rest of the year followed the usual pattern of theme nights e.g., American Thanksgiving, Secret Agent, Elephant night, Healthy Heart, Mary Poppins and All About Tea.

The Brownies enjoyed craft nights making snowglobe suncatchers for Christmas, baskets for Mother's Day and decorating plates to commemorate the King's Coronation.

During the year they worked on the Be Well Theme Award. 19 Brownies were awarded the Feel Good Skill Builder, Gardener Interest Badge and the Be Well Theme Award Badge.

Two new leaders were welcomed around Easter time.

The year ended at the beginning of June with a party.

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

All Trustees are aware of the Commission's Public Benefit requirement and adhere to same.



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

The Unit started the year with a Balance of £492.19  
Receipts totalled £1720 and Expenditure totalled £1931.45  
This left a balance of £280.74 at the end of the year.

**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**

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

Heather A. McKang 30.11.23