



## 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**

118<sup>th</sup> Belfast Brownies 14

**NI Charity Commission Number**

104465

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

26 Silverstream Avenue  
Belfast  
BT14 8GN

**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 Lauraine Watson  
Miss Donna Coleman



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

1 September 2016 – 31 August 2017

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

15 girls took part in a variety of activities including baking, cooking, crafts, card marking, nature trails and outings to the local ice cream parlour.

Their Christmas outing involved a trip to the cinema.

The girls also earned their 'Promise' badges and a variety badges..

The girls also hosted a Parents Evening and Award Giving Ceremony.

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

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

I can confirm that all Trustees are aware and have had regard to the Commission's Public benefit requirement statutory guidance.

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

Income was £900 plus a balance of £7.69 carried forward.

Expenditure was £885.65 leaving a balance of £22.04 at end of August 2017.

**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**

There is no fund held by the Charity that was materially in deficit at the end of the financial year.

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

*Pam Water*