



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 Ballyclare Guide Unit

NI Charity Commission Number

105508

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

247 Seven Mile Straight, Nutts Corner, Crumlin, BT29 4YT

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

Lorraine Hamill

Rhonda Gamble

Stephanie Kennedy



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

1st April 2022 to 31st March 2023

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 15 girls in the unit who attended on a constant basis. Throughout the year the unit worked on a number of badges, Unit meeting activities and skills builders which were all part of the Girlguiding programme, as well as working on fun badges using the Pawprint Family resources. Activities included crafts, cooking (including cooking outdoors), pitching tents, a visit by the local Fire Brigade, scavenger hunts, UK Parliament Week. Leaders attended mandatory trainings as required.

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

In planning the activities for the year, the Trustees of 1st Ballyclare Guide Unit have had regard to the Commission's Public Benefit requirement statutory guidance. This enables us to achieve our purposes and provide a benefit to the girls in the unit.



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

The income for 1st Ballyclare Guide Unit in the period 1 April 2022 – 31 March 2023 was £3,003.02 (£3,000 of which was a grant received from the Education Authority – the majority of this grant was returned to EA in 2023-24 as we were unable to spend it in-year). The expenditure for the year was £1,188.51.

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 were no funds held in deficit at the end of the financial year, 31 March 2023.

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

Loraini Hamill

8 February 2024