

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

2nd Whitehead Brownie Pack (or Unit)

NI Charity Commission Number

106377

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

Brown Memorial Halls
8 Kings Road
Whitehead BT38 9PT

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

Alice Barbour
Heather Greer
Sonia Marshall
Ann Gilmour

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

1 April 2023 to 31 March 2024

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

Our membership was of 24 girls with an average of 20 attending each week.

We had 2 trips to the local cinema with other Girl guiding units.

We had our first sleepover at the Brownie meeting place with a pamper theme.

We took the Brownies on an overnight camp with a St Patricks Day theme to Lorne Activity Centre where this did crafts and various outdoor activities.

We were able to award out first Bronze award, numerous theme awards and lots on interest badges including Charities, Baking and Languages.

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 have regard to the Commission's Public Benefit requirement statutory guidance, all Trustees are aware of this and have seen section 4 of the Trustees' Annual Report and Public Benefit reporting document this can be downloaded from the Girlguiding Ulster website.

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

Total income for the last financial year was £5161.30. Expenditure was £3362.99. At the end of the financial year we had £2483.98 in reserve. We aim to keep a minimum of £500 reserve to cover rent and activities for a few weeks if required

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

Funds that are 'materially in deficit' are in shortfall and for e.g. the shortfall in a particular fund may be considered material where it is a substantial amount of total overspend or a substantial amount of overspend relative to the total amount received or likely to have a significant impact on the deliverables of that particular activity.

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



Alice Barbour 15 August 2024