



## Trustee Annual Report Form

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**

2<sup>nd</sup> Waringstown Brownies

**NI Charity Commission Number**

106428

**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  
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**

Zoe Smyth  
Emma Frost  
Kirsty McCauley



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

1 September 2024 to 31 August 2025

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

The unit consisted of 27 girls who completed various activities related to their 'Be Well' and 'Take Action' Girlguiding themes. Outside of the official Girlguiding programme, the members participated in the following:

- an Autumn messy games night in October;
- a 60s themed party in November;
- a visit from a RNLI volunteer to learn about water safety; another visit from a florist who helped them make bouquets for Mother's Day;
- various Christmas crafts - decorations for their homes and the community Christmas tree.
- trips to IMC Banbridge (to see 'Paddington 3' and 'Lilo and Stitch'), the Grand Opera House (to watch 'Peter Pan'), Lisburn Swimming Pool, Lorne Estate and Girlguiding Ulster for an 'Adventure Agents' activity day and Tesco Lurgan to shop for their food bank.
- an overnight at Gosford Guide House with our sister Guide unit.
- a 'Wicked' themed residential weekend at Lorne Estate and Girlguiding Ulster.
- numerous community based activities in conjunction with Well Kept Waringstown as well as maintaining Girlguiding Waringstown's community flower bed.
- an ABC funded Ball to celebrate Girlguiding Waringstown's 65<sup>th</sup> Anniversary which included a disco and Photobooth. N.B. These celebrations were previously referred to as our 60<sup>th</sup> anniversary celebrations but we then found out that our district actually started 5 years earlier (i.e. in 1959).

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 are legally obliged to have regard to this guidance. Please confirm in this box that all Trustees are aware of this. Please see section 4 of the Trustees' Annual Report and Public Benefit reporting document this can be downloaded from the Girlguiding Ulster website.

In setting our objectives and planning our activities for the year the trustees have given careful consideration to the Charity Commission for Northern Ireland's guidance on public benefit to ensure that the activities have helped to achieve the charity's purposes and provide a benefit to the beneficiaries



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

We started the year with £3159.91 in the bank and petty cash and ended with £2233.87. The deficit amount in our account relates to a large donation which was received during the previous financial year (i.e. £500 towards our district's 65<sup>th</sup> anniversary celebration) being spent as well as timings of lodgements that occurred post year end.

### **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**

The accounts for the year which ended 31<sup>st</sup> August 2025 show a deficit of £926.04. This is due to a previous donation received during the previous financial year being spent as well as timings of lodgements that occurred post year end.

The charity was not in an overdraft position at any time during the year – there has always been sufficient money held in the bank.

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

A handwritten signature in blue ink, appearing to read 'Lee Smyth', written in a cursive style.

20/10/2025