



## 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**

7<sup>th</sup> Portadown (Bocombra) Rainbows

**NI Charity Commission Number**

NIC 106506

**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**

Helen Conly  
Lara Nelson  
Stephanie Williamson



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

2.9.24 to 1.9.25

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

We had 14 girls and 3 leaders in the unit this year.

We completed 2 badges from the Guiding programme :

- Have Adventures / Explore, Stage 1
- Skills For My Future / Live Smart, Stage 1

We also did additional activities including Hallowe'en, Christmas and Easter crafts, we celebrated Chinese New Year and made pancakes. We did the Girlguiding "I'm Money Confident" badge. On Thinking Day we attended a joint event with the Brownie and Guide units. We also visited C&Js animal farm and completed our Go Wild badge.

In May we took part in the Co Armagh alternative Lorne sponsored walk in Gosford forest park in Markethill and in June we attended the annual Portadown Youth Parade.

I also confirm that 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**

I confirm all Trustees 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**

The overall financial position at the end of the year is £1381.71 in credit.

No debts or reserves policy.

Balance brought forward at start of year £1115.86, income £2417.50, expenditure £2151.65, giving balance at end of year of £1381.71.

**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**

n/a

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

Ay 7/4/2026