



## 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**

Girlguiding First Ballykelly Guides

**NI Charity Commission Number**

106636

**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, Co Down. 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**

Miss Janeen Mary Gilfillan

Mrs Tanya Moore

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

We have 18 girls in our Unit. Due to the COVID pandemic we were unable to meet face to face until April 2021 however we carried out fortnightly Zoom meetings during this time.

Activities were organised around the programme as recommended and adapted by the Guide Association for Virtual Meetings. We also had a few speakers teaching us photography and cookery. In addition to this we joined a few County Zoom meetings.

The EA funded us for activities towards a special SHINE badge which the girls really enjoyed and learnt many new skills from.

Our Unit also took part in some Zoom activities organised by the County including a pantomime and a “12 Days of Christmas” activities as well as a Thinking Day event delivered through the Facebook website.

We also joined a neighbouring Unit for two Zoom meetings in relation to hair care and healthy eating.

After Easter we were able to recommence face to face meetings outdoors which everyone really enjoyed. This included a visit to Crindle Stables, Geocaching and various badge work activities as well as a fun games evening at the local Country Park.

The County organised a Holiday Guiding programme over the Summer which some of our girls participated in.



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

1 September 2020 to 31 August 2021

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

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

The Trustees are aware of the Commissions Public Benefit requirement statutory guidance.

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

There are no debts or any reserves policy.

The opening balance was £1,374.27 and the closing balance was £1,854.57.

Income from annual subscriptions was reduced slightly due to less meeting and our annual census fees were reduced by the Guide Association.

Expenses were reduced to most of the year being virtual.



**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 deficit in the funds of the Association.

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

*Janeen Gilfillan.*

17 August 2022.