



## 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**

2<sup>nd</sup> Waringstown Guides

**NI Charity Commission Number**

106915-0

**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**

Jill Gardiner  
Alison Little  
Emma Kernohan



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

1 September 2023 to 31 August 2024

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

During the period 30 girls took part in the unit. They took part in residential camps to Lorne Guide House and achieved a number of badges. Trips also included the cinema, inflatable courses, swimming and the pantomime. In addition we commenced planning and fundraising for our trip to Disneyland Paris.

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.

Confirmed that all Trustees are aware of this.

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



The period started with £2,343 in the bank and petty cash and ended the period with £6,708. The amount held is simply due to the timings of cheques being lodged after the end of the period, where the money was already held by the unit. In addition fundraising money to be spent in Disneyland Paris after the end of the reporting period was included in the bank account.

**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 period ended 31 August 2024 show a surplus of £4,533. This is due to the timing of lodgements and receipts that occurred post period end, and also the fundraising for Disneyland Paris to be spent after the period end.

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

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

*Ekernohan*

Emma Kernohan

Date: 30 June 2025