

Craigavon Guide Unit

Northern Ireland · Charity number 107028

Details

Known as	First Craigavon Guide Company
Status	Received
Registered	2018-02-13
Register	View on the Charity Commission for Northern Ireland register

Contact

Address	The Guide Association 30 Station Road Holywood BT18 0bp BT18 0BP
Phone	02890425212
Email	info@girlguiding.org.uk
Website	www.girlguiding.org.uk

Activities

Purposes: Educating 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.

What the charity does: The advancement of education, The advancement of citizenship or community development

How the charity works: Community development, Education/training, Gender, Sport/recreation, Volunteer development, Youth development

Who the charity helps: Children (5-13 year olds), Voluntary and community sector, Volunteers, Women, Youth (14-25 year olds)

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£87	£204	£0	0

Trustees

Name	Role	Appointed
Miss Claire Henry		
Miss Glenda Paveley		

Accounts

1st Craigavon Guides

Monday, 1 April 2024 to Monday, 31 March 2025

	This year £	Last year £
Income in		
Subs	87.00	72.00
Bank Interest	0.48	0.72
EA Grant	0.00	0.00
Events	0.00	0.00
Details 5	0.00	0.00
Details 6	0.00	0.00
Details 7	0.00	0.00
Details 8	0.00	0.00
Details 9	0.00	0.00
Details 10	0.00	0.00
Details 11	0.00	0.00
Details 12	0.00	0.00
Details 13	0.00	0.00
Details 14	0.00	0.00
Details 15	0.00	0.00
2nd bank account (manual)	0.00	0.00
Totals	87.48	72.72
Expenditure out	£	£
Subs	174.00	168.00
bank fees	30.81	33.21
Guide Shop	0.00	0.00
Events	0.00	0.00
EA Payback	0.00	0.00
Rent	0.00	200.00
Details 7	0.00	0.00
Details 8	0.00	0.00
Details 9	0.00	0.00
Details 10	0.00	0.00
Details 11	0.00	0.00
Details 12	0.00	0.00
Details 13	0.00	0.00
Details 14	0.00	0.00
Details 15	0.00	0.00
2nd bank account (manual)	0.00	0.00
Totals	204.81	401.21
Surplus or (deficit) for the year	(117.33)	(328.49)
Balances brought forward		
Bank 1	286.30	
Bank 2	0.00	686.79
Cash	84.47	12.47
	370.77	699.26
Balances in hand at year end		
Bank 1	253.44	286.30
Bank 2	0.00	0.00
Cash	(0.00)	84.47
	253.44	370.77

Assets and liabilities: In addition to the above cash balances the unit has equipment to the value of 0.00 and there are no other assets or liabilities.

Prepared by: Glenda Pavely Signature and date: 28/02/2026

(PRINT NAME)

Reviewer's Certificate: The above statements agree with the records and vouchers of
1st Craigavon Guides for the financial year ended Monday, 31 March 2025

Reviewed by: S Davison Signature and date: 10/03/2026

(PRINT NAME)

Notes:

Privacy statement

We collect your personal information in order to process your expense claims and fulfil our legal obligations. For further information on how and why we use your personal data, including how long we keep it, your rights, who we share it with, and how you can contact us, please read our full privacy notice at: girlguiding.org.uk/privacy-policy/

Accounts

1st Craigavon Guides

01 April 2023 to 31 March 2024

	This year £	Last year £
Income in		
Subs	72 00	0 00
Bank Interest	0 72	0 00
EA Grant	0 00	0 00
Events	0 00	0 00
Details 5	0 00	0 00
Details 6	0 00	0 00
Details 7	0 00	0 00
Details 8	0 00	0 00
Details 9	0 00	0 00
Details 10	0 00	0 00
Details 11	0 00	0 00
Details 12	0 00	0 00
Details 13	0 00	0 00
Details 14	0 00	0 00
Details 15	0 00	0 00
2nd bank account (manual)	0 00	0 00
Totals	72 72	0 00
Expenditure out	£	£
Subs	168 00	-
bank fees	33 21	0 00
Guide Shop	0 00	0 00
Events	0 00	0 00
EA Payback	0 00	0 00
Rent	200 00	0 00
Details 7	0 00	0 00
Details 8	0 00	0 00
Details 9	0 00	0 00
Details 10	0 00	0 00
Details 11	0 00	0 00
Details 12	0 00	0 00
Details 13	0 00	0 00
Details 14	0 00	0 00
Details 15	0 00	0 00
2nd bank account (manual)	0 00	0 00
Totals	401 21	0 00
Surplus or (deficit) for the year	-328 49	0 00
Balances brought forward		
Bank 1	686 79	
Bank 2	0 00	0 00
Cash	12 47	0 00
	699 26	0 00
Balances in hand at year end		
Bank 1	286 30	686 79
Bank 2	0 00	0 00
Cash	84 47	12 47
	370 77	699 26

Assets and liabilities: In addition to the above cash balances the unit has equipment to the value of 0 00 and there are no other assets or liabilities.

Prepared by: Glenda Pavely Signature and date: 11/12/2024
(PRINT NAME)

Reviewer's Certificate: The above statements agree with the records and vouchers of
1st Craigavon Guides for the financial year ended 31 March 2024

Reviewed by: S Davison Signature and date: 31/03/2025
(PRINT NAME)

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Annual report

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

CRAIGAVON GUIDE UNIT

NI Charity Commission Number

107028

The principal address of the Charity- this should be the address that was used

30 STATION ROAD

HOLYWOOD

BT18 OPR

at the time of registration with the Charity Commission

The names of all Charity Trustees on the date the

MRS G PAVELY

MS C HENRY

report was approved and all individuals who served as Charity Trustees during the year

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

1/4/23 – 31/03/24

2017

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 was small in numbers so we joined with the Guides/Rainbows as appropriate for activities. We regularly had 9 girls attending

The older girls were able to help with the younger ones. Activities includes seasonal parties, craft nights, games nights, cookery sessions. Outdoor activities when possible. Cards & gifts for Mother's Day and Father's day. Cards and decorations made for Christmas and Easter. Planted seeds in pots. 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 trustees had regard to the Commission Public Benefit Requirement Statutory Guidance

the Commission's Public Benefit requirement statutory guidance

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

Opening balance £699.26, closing balance £370.77

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.

Glenda Pavely 31/12/24

Craigavon Guide Unit

Northern Ireland - Charity number 107028

Annual return

Independent examiner's report to the charity trustees of CRAIGAVON GUIDE UNIT

I report on the accounts of the Trust for the year ended 31 March 2024

Respective responsibilities of charity trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Name: S Davison

Relevant professional qualification or body:

Address: n/a

Date: 31/03/25

Accounts

1st Craigavon Guides

01 April 2022 to 31 March 2023

	This year £	Last year £
Income in		
Subs	84.00	0.00
Bank Interest	0.67	0.00
EA Grant	94.00	0.00
Events	0.00	0.00
Details 5	0.00	0.00
Details 6	0.00	0.00
Details 7	0.00	0.00
Details 8	0.00	0.00
Details 9	0.00	0.00
Details 10	0.00	0.00
Details 11	0.00	0.00
Details 12	0.00	0.00
Details 13	0.00	0.00
Details 14	0.00	0.00
Details 15	0.00	0.00
2nd bank account (manual)	0.00	0.00
Totals	178.67	0.00
Expenditure out	£	£
Subs	159.00	0.00
bank fees	28.46	0.00
Guide Shop	28.46	0.00
Events	0.00	0.00
EA Payback	201.20	0.00
Details 6	0.00	0.00
Details 7	0.00	0.00
Details 8	0.00	0.00
Details 9	0.00	0.00
Details 10	0.00	0.00
Details 11	0.00	0.00
Details 12	0.00	0.00
Details 13	0.00	0.00
Details 14	0.00	0.00
Details 15	0.00	0.00
2nd bank account (manual)	0.00	0.00
Totals	417.12	0.00
Surplus or (deficit) for the year	-238.45	0.00
Balances brought forward		
Bank 1	935.80	0.00
Bank 2	0.00	0.00
Cash	0.00	0.00
	935.80	0.00
Balances in hand at year end		
Bank 1	520.59	935.80
Bank 2	0.00	0.00
Cash	178.67	0.00
	699.26	935.80

Assets and liabilities: In addition to the above cash balances the unit has equipment to the value of 0.00 and there are no other assets or liabilities.

Prepared by: Glenda Pavely Signature and date: 11/12/2023
(PRINT NAME)

Reviewer's Certificate: The above statements agree with the records and vouchers of
1st Craigavon Guides for the financial year ended 31 March 2023

Reviewed by: S Davison Signature and date: 12/12/2023
(PRINT NAME)

Notes:

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Craigavon Guide Unit

Northern Ireland - Charity number 107028

Annual report



Trustee Annual Report Form – Template

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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

CRAIGAVON GUIDE UNIT

NI Charity Commission Number

107028

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

30 STATION ROAD

HOLYWOOD

BT18 0PR

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

Mrs G Pavely

Ms C Henry



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

01/04/2022 – 31/03/2023

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 re-opened at end of September – due to small numbers in each unit most activities were done by all 3 units together Guides, Brownies and Rainbows , including seasonal parties, craft nights which included cards, junk art, baking buns and biscuits, games night, planting seeds, upcycling, fitness and agility. We regularly had 3 Guides in the unit

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

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

The trustees had regard to the Commission Public Benefit Requirement Statutory Guidance

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



Opening balance £935.80 – income £178.67 expenditure £415.21 - closing balance £699.26

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.

Glenda Pavely 11/12/2023

Craigavon Guide Unit

Northern Ireland - Charity number 107028

Annual return

Independent examiner's report to the charity trustees of 1st Craigavon Brownies

I report on the accounts of the Trust for the year ended 31/03/2023

Respective responsibilities of charity trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the Charities Act (Northern Ireland) 2008.

It is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Commission under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 63 of the Charities Act
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of the Charities Act
4. That there is further information needed for a proper understanding of the accounts to be reached

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.

Name: S Davison

Relevant professional qualification or body:

Address:

Date: 12/12/2023