

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

1/4/24 – 31/03/25

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 Brownies/Rainbows as appropriate for activities. The older girls were able to help with the younger ones. Activities included Junk Art Night, Easter Egg Hunt, Games, Bug Hunt, Craft, Gifts and Cards for Mothers & Fathers Day. All sections of the Ulster Scots Badge were completed

We had a visit from the Community Champion from Asda and enjoyed Fruit Tasting The girls enjoyed a Movie Night at Christmas and we decorated a Tree for the Church Christmas Tree Festival

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 £370.77, closing balance £253.44

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 28/02/26