

Durham North County Guides Association

(Operating name is Girlguiding Durham North)

Registered Charity Number 1022829**Trustees Report and Financial Statements**

For the Year Ended

30th June 2019

Durham North County Guides Association

Annual Report for the Year Ended 30th June 2019

The executive committee of the Durham North County Guides Association present their annual report for the year ended 30th June 2018

Legal And Administrative Details

The charity was registered with the Charity Commissioners on 18th June 1993.
Its registration number is 1022829

Address for correspondence

Unit A5
Design Works
William Street
Gateshead
Tyne and Wear
NE10 0JP

Bankers

Barclays Bank plc
Fawcett Street
Sunderland

Independent Examiner

S M Lowery
Certified Accountant & Registered Auditor
21 Runnymede,
Great Lumley,
Chester le Street,
Co. Durham
DH3 4LN

Durham North County Guides Association

Trustees Annual Report for the Year Ended 30th June 2019

Legal and Administrative Details continued

The Members of the Executive Committee at 30th June 2019 were as follows:

County Commissioner	Miss L Nesworthy	
County Treasurer	Miss VA Craig	
County Secretary & Div Comm	Miss CE Shovlin	
Division Commissioners	Ms S Bellamy	Blaydon
	Ms M Cox	Derwentside
	Miss C Garrett*	Gateshead
	Miss S Divine	Sunderland North
	Mrs G De'ath*	Whickham
	Ms C Downey	Jarrow
	Mrs A Kirby	Washington & Houghton
		Sunderland South
	Mrs L Fernandez	South Shields

County Advisor Mrs B Day

* Appointed during the year.

The following left the committee during the year:

Mrs S Cassidy
Mrs C Mantle
Mrs G Lambley

The above all act as charitable trustees of the charity during their time on the Executive Committee.

Durham North County Guides Association

Annual Report for the Year Ended 30th June 2019

Structure Governance and Guidance

The Guide Association nationally is incorporated under a Royal Charter which gives the powers to form area Associations. Durham North County Guides Association (which now operates under the name of Girlguiding Durham North) is one of 17 such counties in North East England. The accounts comply with the current statutory requirements and the requirements of the constitution. The ultimate responsibility for the management of Guiding in Durham North is vested in the Executive Committee.

Girlguiding Durham North County forms part of Girlguiding North East England, which is in turn part of Girlguiding.

Objectives and Activities

Girlguiding, as part of a worldwide movement, enables girls and young women to fulfil their potential and to develop emotionally, mentally, physically and spiritually so that they can make a positive contribution to their community and wider world through its distinctive, stimulating and enjoyable program of activities delivered by trained volunteer leaders. Its vision is to have sufficient adult volunteers to enable every girl and young woman to have the opportunity to join Guiding.

Finance

The executive Committee regards the financial performance of Girlguiding Durham North and its financial position to be satisfactory.

The executive's policy is that unearmarked reserves should not exceed the average of one years expenditure.

The income is used to deliver guiding to our members via mentoring and training of new and existing leaders, plus the funding of fun but purposeful events and opportunities that help the girls and young women develop their full potential.

It should be noted that Capitation subscriptions are now paid direct to national HQ instead of via the "County" accounts. The County allocation of these funds are received between March and June annually and are to cover a period forward until March 2020

Durham North County Guides Association

Annual Report for the Year Ended 30th June 2019

Girlguiding Durham North provides a varied and active programme for girls and young women which includes Rainbows, Brownies, Guides, Rangers and Adults

It is girl centred, girl led and thriving in Durham North. We have just under 3000 active girls and 675 volunteers.

This year our County turned 30. We celebrated by having an afternoon of party games, a Ceilidh and afternoon tea. Lots of fun was had by Leaders of all ages including Trefoil members who also had a cake for their 75th Birthday celebrations. Thank you to all those who helped organise, prepare and support the event.

There have been many celebrations throughout the County at Unit, District and Division level. Washington Division had a great Thinking Day celebration. Brownies took part in a Badge Day event at the Aircraft Museum. 1st Washington Brownies, Guides and Our Lady's Brownies held a fundraising day, which The Mayor of Sunderland visited. They raised £1500 towards their Dukeshouse Wood residential. Well done girls, and we hope you enjoy the trip.

Nissan have been working with some Guides in Washington to get them interested in engineering. Nissan provide a bus to pick up the girls and have given them a tour of the factory. The girls have really enjoyed it.

Sunderland North Division have held two programme socials, their Division Review and a summer fundraiser for Camp House throughout the past year. The Division has provided personalised hessian bags for each volunteer with the Division logo on. This was part of the Our Plan Strategy and had a celebration for the Exec on completing the Our Plan Strategy. They went to see the Rock Choir. They used some of the Sir John Priestman Trust Grant to provide each girl with resources for the new programme.

The last NEE BP Challenge was held at Durham Cathedral. Some Guides from our County slept overnight in the Cathedral, as did I. We all had a fabulous time. The following morning was an early start as the weather was being reported from the Bell Tower, however, we didn't meet the reporters or get to be on TV. The Guides then completed a trail around Durham in the pouring rain, before heading back to the Cathedral for the presentation of their certificates.

At Camp House we have seen further improvements to the house itself and maintenance of the woodlands. They have had their annual Bluebell Day, a bucket collection at the Stadium of Light which raise just over £2000; thanks to everyone who helped at both events. The Brownies and Guides at the bucket collection were great at getting the fans to donate.

During the year we have also offered a wide variety of trainings in the County. These have included First Response, Safeguarding, New Programme trainings and Trainings for New Leaders. We have 2 trainers in our County, Christine and Alison, thank you for delivering the sessions. Thank you also to Beatrice who after many years has given up her Trainer role, I enjoyed many a training session, gaining lots of new ideas to use in my units when I first became involved in Guiding. We also use trainers from other Counties especially for Safeguarding, thanks must also go to those. My huge thanks go to Brenda Day for all her support, time and energy she has given to organising the trainings for you all, her role came to an end in May, but she stayed on for an extra 7 months. I appreciate everything she has done enormously. I've enjoyed working so closely with Brenda and a lasting friendship has been formed. Christine Mantle has taken over now and I look forward to working with her again, I'm sure it won't take long for her to get in the swing of things.

I'd like to thank Mary who always attends our meetings and keeps us informed of all the wonderful adventures Trefoil have, and is always on hand to help with any events. Thank you to Sonia, our County President, who always has a good listening ear and offers her hand of friendship at any time. She's always there to lend a hand when needed, thank you. We are again very grateful to the Sir James Knott Trust whose financial support has enabled members of Guides and Rangers to take part in International trips organised by NEE. We have 6 girls going to Gdansk next year.

Many thanks to Claire Hindmarch, our member of staff in the County Office. Claire has again been an invaluable resource ensuring once again the smooth running of the administration within the county.

A huge thank you to everyone who has continued to support the County in any way. Their efforts continue to enable girls to experience new and exciting activities in a safe girl only space where they can enjoy making new friends and having fun developing their potential. I hope you and the girls are enjoying the new programme, many of the girls have achieved their Gold Awards. Fantastic, keep it up!

I would like to extend my grateful thanks once more to Shaun M Lowery for reviewing our financial records and to the Sir James Knott Trust for their continued support, which has helped us to provide such a diverse programme of events for our young people and relevant training for our adult volunteers.

Public Benefit Statement

The Trustees have had regard to the commission's public benefit guidance and have taken it into account when making a decision to which the guidance is relevant.

Lisa Nesworthy
County Commissioner

INDEPENDENT EXAMINER'S REPORT

**TO THE TRUSTEES OF
Durham North County Guides Association**

I report on the accounts of the Trust for the year ended 30 June 2019 which are set out on pages 7 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (undersection 144 (2) of the Charities Act 2011 (the 2011 act) and that an independent examination is needed.

I report in respect of my examination of the Trustee's accounts carried out under section 145 of the 2011 Act and I am required

- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of Independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts give a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Shaun Lowery
S M Lowery
Certified Accountant & Registered Auditor
21 Runnymede,
Great Lumley,
Chester le Street,
Co. Durham
DH3 4LN



Dated: 10/03/20

Durham North County Guides Association

Receipts and payments accounts

For the year to 30th June 2019

Unrestricted funds:	2019	2018
	£	£
Receipts		
County Goods Sales	42	35
Training Fees	2,215	3,172
Event & Test Fees	228	1,386
Donations	3,005	3,000
Grants Received	-	-
Craft Shop Sales	23	100
Photocopy Sales	91	163
Special Purposes	-	-
Capitation Fees	20,887	21,049
Badge Sales	979	772
Bank Interest	289	112
Sundries	445	400
Sub total	28,204	30,188
Asset and investment sales, etc.	-	-
Total receipts	28,204	30,188
Payments		
County Goods		
Recruitment & Retention	2,209	-
Annual Review	2,262	2,759
Capitation	493	385
Special Purposes	280	140
Donations	3,643	1,834
International Grants	250	350
Grants	-	-
Craft Shop	-	-
Stationery and Printing	1,081	1,547
Postage	1,095	1,104
Telephone	58	152
Travel	1,194	1,005
Publications	-	-
Office Running Costs	4,104	3,263
Meeting Room Hire	212	226
Payroll	7,146	6,997
Badge Purchases	1,804	2,444
Equipment Repairs	-	5
Training Costs	1,130	2,026
Event Costs	771	2,136
Leadership Training and Expenses	306	561
Accountancy Fees	300	275
Website / Email Related	2,675	85
Sundries	983	916
	31,996	28,198
Asset and investment purchases, etc.	368	325
Total payments	32,364	28,523
Net of receipts/(payments)	- 4,161	1,665
Transfers between funds	-	-
Cash funds last year end	85,312	83,647
Cash funds this year end	81,152	85,312

Durham North County Guides Association
Statement of Assets and Liabilities at 30th June 2019

Cash funds

Unrestricted funds	2019	2018
	£	£
Current Account	12,130	5,357
Reserve Account	12,288	24,668
Training Bursary Account	4,020	4,012
Treasury Deposit Account (Barclays)	64	64
Treasury Deposit Account (Virgin Money)	35,830	35,585
Training Current Account	16,821	15,622
Spare Current Account	-	5
Total cash funds	81,152	85,312

		2019	2018
		£	£
Fixed Assets			
Unrestricted Funds	Note 3	1,805	1,962
Stocks			
Unrestricted Funds	Note 4	307	307
Liabilities			
Unrestricted Funds	Note 5	15,966	16,026

Signed on behalf of the Trustees:

L.O. Nesworthy

Name: Miss L O Nesworthy

Date: 21.2.20

V.A. Craig

Name: Miss V A Craig

Date: 21/02/20

Durham North County Guides Association

Notes to the Financial Statements For The Year Ended 30th June 2019

1. Accounting Policies

These Financial Statements have been prepared on a receipts and payments basis in accordance with the S133 Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008. The Charities Statement of Recommended Practice (SORP 2005) does not apply to receipts and payments accounts. It summarises the transactions and net assets of the charity.

The principal accounting policies adopted are:-

Accounting For Income

Cash donations, income from the craft shop and other income are treated as income in year in which they are received. Voluntary help is not included in the accounts.

Expenditure

All revenue expenditure is accounted for when incurred. Charitable donations are accounted for when the payment is made.

Fixed Assets

Some fixed assets are stated at the written down value because of the impossibility of reconstituting original cost price and accumulated depreciation. Depreciation is provided to write of the cost less estimated residual values of all fixed assets over their expected useful lives at the following rates on net book value

Equipment	20% Reducing balance per annum
Standard	20% Reducing balance per annum

Stock

Stock is valued at the lower of cost and net realisable value.

2. Funds

During 2018/19, all funds received and expended were unrestricted in nature, with no restricted or endowment funds carried forward. There were no grant incomes to report.

Durham North County Guides Association

Notes to the Financial Statements
For The Year Ended 30th June 2019

3. Fixed Assets	Equipment £	Standard £	Total £
Cost or written down value			
As at 1st July 2018	11,504	2,000	13,504
Disposals During Year	-	-	0
Additions During Year	368	-	368
Cost or written down value As at 30th June 2019	<u>11,872</u>	<u>2,000</u>	<u>13,872</u>
Depreciation			
As at 1st July 2018	9,685	1,994	11,679
Disposals during year	-	-	0
Charge for the year	385	3	388
Accumulated Depreciation As at 30th June 2019	<u>10,070</u>	<u>1,997</u>	<u>12,067</u>
Net Book Value			
As at 30th June 2018	<u>1,819</u>	<u>6</u>	<u>1,825</u>
As at 30th June 2019	<u>1,802</u>	<u>3</u>	<u>1,805</u>

The Association shares ownership of Camp House with Durham South County Guide Association. The trustees do not have an accurate indication of its value and consequently have not included it within the assets above. It produces its own accounts. There are restrictions on its use and sale.

4. Other Assets	2019	2018
Craft shop stock.		
Valued at Sale Price As At 30th June 2019	307	307
	2019	2018
5. Liabilities		
Independent Examiners Costs for 2019	300	300
Capitation Fees received for April 2019 to March 2020	15,666	15,751
	<u>15,966</u>	<u>16,051</u>