

Essex South East Guide Association

Charity Registration Number: 1029086

Working title:

Girlguiding Essex South East

Annual Reports and Financial Statements

1st March 2021 to 28th February 2022

Trustees:

Alison Tompkinson - County Commissioner
Amanda Gardner - Assistant County Commissioner
Carole Davies - Division Commissioner, Basildon
Janet Nelson - Division Commissioner, Billericay - end 22nd April 2021
Jacqueline Cole - Division Commissioner, Castle Point
Paula Bower - Division Commissioner, Rayleigh - end 6th September 2021
Carol Roberts - Division Commissioner, Rayleigh - start 11th September 2021
Sally Baskett - Division Commissioner, Southend East
Susan Bishop - Division Commissioner, Southend West
Carol Crowhurst - Outdoor Activities Adviser
Julie Nye - Guiding Development Coordinator
Anne Wright - County Treasurer

Executive Committee:

County President
County Commissioner
Assistant County Commissioner
Division Commissioners
County Secretary
County Treasurer
County Guiding Development Coordinator
County Outdoor Activities Adviser
County Trefoil Guild Chairman
Other Advisers as appointed by the County Commissioner

Registered Address:

7 Great Hautbois Road
Coltishall
Norfolk
NR12 7JN

Independent Examiner:

Karen Batman
2 Vine Close
Basildon
Essex
SS14 1GF

Bankers:

Lloyds Bank	Santander
78 High Street	Bootle
Rayleigh	Merseyside
Essex	L30 4GB
SS6 7EB	

Structure, governance and management

Girlguiding Essex South East (the County) is part of the Anglia Region of Girlguiding. It has its own Executive Committee as set out in its constitution. The Executive is chaired by the County Commissioner and meets a minimum of four times a year. Girlguiding Essex South East operates in accordance with all policies adopted by Girlguiding. Girlguiding is governed by Royal Charter.

Trustees are responsible for the recruitment and appointment of new trustees. All new trustees are given a detailed introduction to the workings and activities of the organisation.

Aims and Objectives

As a member of Girlguiding, Girlguiding Essex South East aims to help girls and young women to develop emotionally, mentally, physically and spiritually so that they can make a positive contribution to their community and the wider world.

This is achieved through activities which are relevant to the age group and which encourage learning by doing, through working in small groups, making their own decisions, having a balanced and varied programme, caring for each individual and sharing a commitment to a common standard.

Public Benefit Statement

The Trustees of Girlguiding Essex South East accept the need to have regard to the Charity Commission's guidance on public benefit. They recognize that it is their responsibility to ensure that the benefits offered are realised in Essex South East by promoting all aspects of Guiding within the county, both within the membership and in the wider community.

Annual Review by the County Commissioner

Girlguiding Essex South East Annual Report March 2021 - February 2022

At the start of this financial year, many units were still meeting virtually or sending activities via email or in the post. Gradually as we came out of lockdown, many units started to meet outdoors giving the girls much needed opportunities to take part in activities face to face. As the year went on, units began to meet indoor again albeit with many restrictions still in place including social distancing, the use of hand sanitizer and a variety of measures taken to ensure equipment was not shared. By the start of the spring term of 2022, most units were back to some sort of normality. The number of Young members dropped significantly during 2020

and early 2021 but numbers have been steadily increasing again since September 2021.

Many of the leaders who had needed to take a break due to Covid-19, returned to their units but sadly several were no longer able to volunteer which resulted in the closure of a few units.

Having had to cancel our County Awards evening in 2020, we were pleased to be able to hold virtual Awards evenings via zoom in March 2021. Two events were held to enable all award winners to attend the evening where reasons for the individual awards were shared. It was good for everyone to be able to see other leaders they had not seen for over a year, albeit virtually, as well as being able to celebrate the successes and dedication of many of our leaders.

Trainings for leaders in First Response and Safe Space continued to be delivered via zoom and are continuing to be an option along side face-to-face trainings.

Opportunities for our young members to take part in face-to-face meetings started again in April 2021 with many units holding outdoor meetings in parks and grounds of their meeting place. It was not until September that most units began returning to indoor meetings.

Larger events have now also been able to start again. Several districts have resumed District events and Southend Gang Show was able to hold 6 months of rehearsals and then perform a week of shows with little disruption. Although we are now able to hold larger events, many leaders are still wary of attending events where there are large numbers of people so no county events for girls have yet been held.

The Outdoor team organised a virtual sleepover which took place in the summer of 2021. All the activities and a challenge pack were shared online and the girls were encouraged to sleep somewhere other than their own bed. Many of our young members took part finding some interesting places to sleep.

Leaders are now beginning to plan and run residential events for their girls both camping and indoor events. The paperwork needed for these has a long lead-in time which commissioners were very lenient with initially as there was so much uncertainty as we came out of the pandemic as to whether events would go ahead or not and thanks must go to Commissioners for their time and patience with this.

Our Annual Subscriptions payments were due to be paid to Girlguiding at the end of February 2022. Most units were back to some sort of face-to-face meetings by then but were still suffering financially from not meeting for over a year so again this year the county made the decision to make a grant to each unit that applied of 20% of their Annual Subscriptions bill in order to support units who might be

facing financial difficulties making the annual subscriptions payments. This offer was taken up by all but a handful of units.

We are now almost back to 'normal' meetings and girls are working hard to achieve badges and awards while enjoying attending their weekly meetings.

Thanks must go to all the leaders who have worked hard to keep their units running over the last 2 difficult years.

Alison Tompkinson - County Commissioner for Girlguiding Essex South East

Financial Review

Another year with a difference as units started to resume face to face meetings. Some units initially struggled financially with low numbers and hall rent to pay. Five units applied for and received financial assistance from the Anglia Sustainability Grant.

Many units in the County were fortunate to receive Grassroots funding from their local council. This varied in value according to area from just over thirty pounds to nearly two hundred pounds. It made a great difference to some units, enabling them to provide a greater variety of activities for the girls.

Following several meetings it was agreed by the trustees to financially support the planning of the 2024 Essex International Jamboree. The sum of fifty thousand pounds has been put aside to cover planned expenses before the event. This is expected to be as a loan with the County being repaid by March 2025 however the trustees acknowledged that unexpected things do happen!

Once again the County offered a 20% subsidy for the Annual Subscription to all units with girls. The subsidy was paid out in February 2022 to 181 units.

Our General Fund is now substantially lower than in previous years but more than adequate for the County to continue supporting the girls, leaders and units with access to new experiences and resources and financial assistance.

The Finance Committee met twice during the year to offer financial support and advice to Divisions and the County Executive.

The County continues to hold funds in the CCLA COIF Investment Fund account as a long term undertaking with the expectation of a higher return whilst receiving quarterly interest. The value at the end of the year is higher than the initial investment.

Reserves Policy: This is continually reviewed and agreed by the County Executive that £50,000 be held in Reserve to give strength and viability to Girlguiding Essex South East as an organisation.

Investment Policy: Any investments made need the approval of the Trustees and are made in the most secure way possible.

Risk Assessment: A full risk assessment has been carried out and copies of this document can be obtained from the County Commissioner.

Approved at a meeting of the Executive Committee of Girlguiding Essex South East on 6th July 2022.

Julie Nye

Trustee

Carol Roberts

Trustee

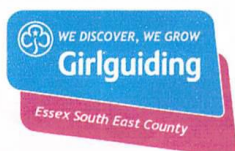


Statement of Accounts 1st March 2021 to 28th February 2022

<u>Income</u>	2020/21	2021/22	<u>Expenditure</u>	2020/21	2021/22
Annual Subscriptions	19,146.20	13,710.00	Annual Subscriptions	531.10	719.50
Donations	50.00	50.00	Awards & Presentations	1,394.62	1,929.46
			Donations	0.00	0.00
Grants:			Grants:		
Essex International Jamboree	12,300.00	0.00	Essex International Jamboree	0.00	0.00
Learning & Development Grant	0.00	0.00	Learning & Development Grant	272.99	695.27
Sustainability Grant	7,580.00	5,484.00	Sustainability Grant	950.00	1,151.60
Grassroots	0.00	11,959.19	Grassroots	0.00	11,959.21
			Annual Subscription - subsidy	16,801.26	22,624.14
Jack Petchey	4,452.00	30,123.00	Financial Assistance	500.00	0.00
			Jack Petchey	11,202.00	21,123.00
County Trainings	480.00	30.00	County Trainings	180.13	98.95
			New Resources Publications	0.00	149.93
Events:			Events:		
Activities - Girls	0.00	388.00	Activities - Girls	59.70	468.00
Outdoor	270.00	58.00	Outdoor	338.00	284.80
International	2,203.33	2,194.09	International	2,424.41	1,828.22
County EuroJam Contingent	900.00	0.00	Essex International Jamboree	6,500.00	833.33
Badges	2,515.98	1,823.98	Badges	3,269.98	2,261.75
Archive Badges	791.94	408.49	Archive Badges	189.25	39.22
Interest:			Archivist	326.40	0.00
COIF Investment	380.46	388.09	County Equipment	0.00	215.66
COIF Deposit	82.60	7.29	Insurance	544.08	544.08
Lloyds 32 Notice Account	45.45	11.56	Officer Expenses	481.56	261.50
Santander	106.68	48.44	PR, Web & Marketing	838.21	703.62
			Storage	2,920.32	3,315.97
RBS/Santander transfer bonus	500.00	0.00	Subscriptions	40.00	40.00
			Venue Hire	30.00	225.00
			Misc	0.05	0.05
	<u>51,804.64</u>	<u>66,684.13</u>		<u>49,794.06</u>	<u>71,472.26</u>
			Expenditure Over Income		4,788.13

Accounts examined by  (Karen Batman)

Essex South East Guide Association t/a Girlguiding Essex South East Charity Registration No. 1029086



Balance Sheet 1st March 2021 to 28th February 2022

Bank Balances:

	2020/21	2021/22
Lloyds Bank	16,350.26	14,441.56
Lloyds 32 Day Notice	40,269.92	40,281.48
Santander	47,266.01	44,367.73
COIF Deposit Account	50,569.23	50,576.52
	154,455.42	149,667.29
 COIF Investment Account	 12,766.12	 13,843.07
	167,221.54	163,510.36

Funds:

	2020/21	2021/22
General Funds	102,654.00	38,886.46
Learning & Development Grant	3,661.01	1,185.28
Sustainability Grant	6,630.00	10,962.40
Dawn Crampin Fund	809.55	809.55
Jack Petchey	0.00	9,000.00
International	-33.02	0.00
Reserve	50,000.00	50,000.00
Essex International Jamboree	3,500.00	52,666.67
	167,221.54	163,510.36

Additional Assets:

Stock: Badges - Resale value - £2,988.64

Equipment: Based on purchases over £250 per item.	New	Value at 28/02/2022 Depreciation at 20% per annum
Projector	2019/20 £302.26	£141.06
Lifepak Defib Trainer	2021/22 £378.00	£315.00

Essex Scout & Guide International Jamboree:

Girlguiding Essex South East have a one sixth share of the funds held in Essex Scouts EIJ Account.

Riffhams Campsite:

Site: Equally owned by Girlguiding Essex South East and Girlguiding Essex North East

Funds: Girlguiding Essex South East entitled to half the funds up to a maximum of £1,894.

Liabilities: - Nil

Accounts examined by (Karen Batman)
Essex South East Guide Association t/a Girlguiding Essex South East Charity Registration No. 1029086



Section A Independent Examiner's Report

Report to the trustees/ members of

Essex South East Guide Association

On accounts for the year ended

28th February 2022

Charity no (if any)

1029086

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 28/02/2022.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Karen Batman

Date:

22-5-22

Name:

Karen Batman

Relevant professional qualification(s) or body (if any):

Address:

2 Vine Close, Basildon, Essex SS14 1GF