

# **North Tyneside Guide Association**

A Charity Registered in England & Wales  
Registration no: 1020096

Financial Statements  
and Trustees' Report

Financial Period to 31 March 2021

## **Legal and Administrative Information**

**Name:** North Tyneside Guide Association

**Reg'd Charity No:** 1020096

**Structure** Registered Charity

**Trustees:** **April 2020 – March 2021**

Irene Johnson – County Commissioner  
Joanne Barnfather – Division Commissioner  
Rebecca Davies – Division Commissioner  
Gail Gordon – Division Commissioner  
Michelle Harrison – Division Commissioner  
Victoria Hogg – Division Commissioner  
Nicola McIntyre – Division Commissioner  
Ashleigh Mitchell – Division Commissioner  
Gemma Robson – Division Commissioner  
Grace Paul – Division Commissioner  
Felicity Ripley – Division Commissioner  
Lucy Skillen – Division Commissioner

**Address:** Trefoil House  
31 Howard St  
North Shields  
NE30 1AR

**Bankers:** Barclays Bank

**Independent Examiner:** Mark Thompson MAAT  
VODA  
Linskill Centre  
Linskill Terrace  
North Shields  
NE30 2AY

**Trustees' Annual Report**  
**For the year ended 31 March 2021**

The Trustees present their report and accounts for the year ended 31 March 2021

**Structure**

Girlguiding North Tyneside is a registered charity.

Trustees for the financial year are listed on the previous page.

The Trustees each have a vote at the Executive meetings which are held quarterly and consider all organizational issues including any financial decisions relating to the running the organisation. None of the Trustees have any beneficial interest in the organisation and have no business interests linked to it. All trustees are members of Girlguiding UK.

**Governance and Management**

The Trustees each hold individual roles within the organisation, i.e. County Commissioner or Division Commissioner.

Trustees complete training relevant to their role including Safe Space (safeguarding) training and all have an enhanced DBS disclosure.

Trustees agree the future plans and direction of our organisation in line with Girlguiding UK strategy. Trustees have met virtually throughout the year to review our vision and agree plans.

Trustees have assessed major risks to which the charity is exposed and are satisfied that systems are in place to mitigate such risks.

The organisation has public liability insurance.

**Financial Review and Reserves Policy**

The organisation has a Finance committee and recommendations are made to Trustees regarding the financial position and control systems. Trustees review these recommendations and ratify decisions at regular Executive meetings.

**Achievements and performance of Girlguiding North Tyneside**

Our property at Cheviot View in Northumberland was mothballed for much of the year due to the restrictions placed on us due to the COVID-19 pandemic. Our property at Trefoil House was initially closed completely, but we reviewed plans when allowed and safely reopened the building.

Our membership fell throughout the year broadly in line with most other voluntary groups nationally. It is felt this was solely due to the pandemic situation and once we are able to meet again the position will be reversed.

**Future Plans**

COVID-19 and associated public health concerns led to a suspension of face to face Guiding towards the end of March 2020 and restrictions remained in place throughout most of the financial year. Many of our volunteers were impacted with significant life changes and challenges and are now reflecting on their personal situations to decide whether Guiding is right for them at this time.

At the time of writing, many units have been able to meet up once more, both outdoors and indoors and we are welcoming back both existing and new members. While initially our membership numbers fell as anticipated, we are now seeing a gentle rise which we project will continue throughout the year. Bookings for our residential property are being made for over the Autumn and Winter months and into Spring/Summer 2022.

Our volunteers are working tirelessly to enable us to continue delivering exciting and challenging activities for our members; empowering girls to find their voice, discover the best in themselves and make a positive difference in their communities.

In the short term, financial reserves are sufficient to mitigate immediate risks, subject to careful management controls.

Irene Johnson  
County Commissioner  
On behalf of the Trustees



19th September 2021

## INDEPENDENT EXAMINER'S REPORT

Report to the trustees of

**North Tyneside Guide Association**

On accounts for the year ended

31 March 2021

Charity no 1020096

Respective responsibilities of trustees and examiner

The trustees of the organisation are responsible for the preparation of accounts; they consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed.

It is my responsibility to

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 16 September 2021

Name: Mark Thompson MAAT  
Address: VODA  
Linskill Centre  
Linskill Terrace  
North Shields  
NE30 2AY

**North Tyneside Guide Association  
Statement of Financial Activities  
for the year period ending 31 March 2021**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Receipts	2021	2021	2021	2020
<b>From Voluntary Services</b>				
Grants & Donations	4	45732	45732	5750
Membership Subscriptions		18603	18603	18603
Training			0	790
Sundry income		141	141	58
Income from events		18938	18938	20862
<b>From Assets</b>				
Interest received		0	0	0
<b>From Trading</b>				
Cheviot view hire		3164	3164	21924
Souvenirs & Pick 'n' mix			0	736
Depot Sale		2152	2152	23592
Refund			0	0
<b>Total Receipts</b>	<b>88730</b>	<b>0</b>	<b>88730</b>	<b>92315</b>
<b>Payments</b>				
Expenditure on events			16716	20974
Building Refurbishment			2907	2888
Training expenses			307	576
Wages			8058	7793
Depot purchases			3087	23509
Repairs & Renewals			1631	8119
Bank charges			267	562
Accountancy			500	500
Lighting & Heating			1820	3395
Telephone & Internet			1260	1593
Water Rates			789	637
Cleaning			218	5545
Travel expenses			10	522
Insurance			3324	3014
Printing, Postage & Stationery			1393	1867
Membership subscriptions			0	681
Souvenirs			0	188
Refund Deposit			1272	0
Website & Publicity costs			1006	620
Credit Card charges			497	511
Sundry costs			78	211
Depreciation			251	270
<b>Total Payments</b>	<b>45391</b>	<b>0</b>	<b>45391</b>	<b>83975</b>
Surplus / deficit for the year	43339	0	43339	8340
Funds at 1 April 2020	252611	400753	653364	645024
<b>Funds at 31 March 2021</b>	<b>295950</b>	<b>400753</b>	<b>696703</b>	<b>653364</b>

**North Tyneside Guide Association**  
**Statement of assets and liabilities at 31 March 2021**

	2021	2020
	£	£
<b>Fixed Assets</b>		
Building	571341	571341
County Standard	426	426
Fixtures & Fittings	2262	2513
Office Equipment		
	<u>574029</u>	<u>574280</u>
<b>Current Assets:</b>		
Debtor (loan)	500	
Prepayments	10317	3683
Stock	15758	15939
Cash at Bank & In Hand	116646	70469
<b>Total Cash Balances</b>	<u>143221</u>	<u>90091</u>
<b>Current Liabilities</b>		
Trade Creditors	0	0
Receipts in Advance	5 20547	11007
	<u>20547</u>	<u>11007</u>
<b>Net Assets at 31 March 2020</b>	<u>696703</u>	<u>653364</u>
<b>Represented By:</b>		
Restricted Funds	400753	400753
Unrestricted Funds	295950	252611
	<u>696703</u>	<u>653364</u>

The financial statements were approved by the following members of the Management Committee :

Signed [Signature] ..... Position Division Commissioner

Signed [Signature] ..... Position Division Commissioner

Date .....

## North Tyneside Guide Association

### Notes to the accounts, 2021

#### 1. Basis of accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006

North Tyneside Guide Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Fixed Assets are depreciated over a useful lifetime at the following rates:  
Office Furniture - 10% reducing balance

#### 2. Costs of financial services

The cost for the Independent Examination for the financial period will be £500

#### 3. Analysis of Funds:

Restricted Funds	April '20	Income	Expend	Transfers	March '21
Campsite (Fixed Assets)	19305				19305
Building (Fixed Assets)	386048				386048
<b>Total</b>	<b>405353</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>405353</b>

Fixed Assets	Freehold Property	County Standard	Fixtures & Fittings	Office Equipment	Total
<b>Cost</b>					
As at 1 April 2020	571341	426	5452	819	578038
Additions					
Disposals					
As at 31 March 2021	571341	426	5452	819	578038
<b>Depreciation</b>					
As at 1 April 2020	0	0	2939	819	3758
Charge for the year	0	0	251	0	251
Disposals					
As at 31 March 2021	0	0	3190	819	4009
<b>Net Book Value at 31 March 2021</b>	<b>571341</b>	<b>426</b>	<b>2262</b>	<b>0</b>	<b>574029</b>
Net Book Value at 31 March 2020	571341	426	2513	0	574280

#### 4. Grants Received:

Grants & Donations include -

Sir James Knott Trust	£4,000
W A Handley Charitable Trust	£1,750
North Tyneside Council Covid Grant	£19,717
Furlough Payments	£596
Northumberland County Council	£19,669
	<u>£45,732</u>

#### 5. Current Liabilities

Receipts in Advance	
Events & Training	£20,547