

North Tyneside Guide Association

A Charity Registered in England & Wales
Registration no: 1020096

Financial Statements
and Trustees' Report

Financial Period to 31 March 2022

Legal and Administrative Information

Name: **North Tyneside Guide Association**

Reg'd Charity No: 1020096

Structure Registered Charity

Trustees: **April 2021 – March 2022**

Irene Johnson – County Commissioner
Joanne Barnfather – 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

April 2021 – August 2021

Rebecca Davies – Division Commissioner

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

Bankers: Barclays Bank

Independent Examiner: Mark Thompson MAAT
VODA
Spirit of North Tyneside Wing
2nd Floor, Wallsend Customer First Centre
16 The Forum
Wallsend

Trustees Annual Report – for the year ended 31st March 2022

The Trustees present their report and accounts for the year ended 31st March 2022.

Structure

Girlguiding North Tyneside is a registered charity, currently with eleven trustees as listed on the previous page.

The Trustees each have a vote at Executive meetings, which are held quarterly to consider all organisational issues including financial matters relating to the running of the organisation. None of the Trustees have a beneficial interest in the organisation and have no business interest 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 throughout the year virtually and in person, where possible, 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

Our membership fell during the COVID-19 pandemic broadly in line with most other voluntary groups nationally. Many groups were able to meet virtually, and since September 2021 the majority of our groups have been able to meet again face to face, with a resultant rise in membership numbers. As restrictions at venues increase and confidence grows in social contact, we envisage a steady rise members to previously seen levels.

Our properties in Kirknewton and North Shields have been well managed, and have been subject to ongoing improvement and maintenance to keep to a high standard.

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 continued to remain in place throughout much of this financial year.

At the time of writing, the majority of our units have been able to meet up once more, both outdoors and indoors and we are welcoming back both existing and new members. We are now seeing a gentle rise in membership which we project will continue into next year. Bookings for our residential property are good for the remainder of 2022 and into the early months of 2023.

2023 is our 50th birthday year and plans are underway for some exciting events and activities for girls and adult volunteers, to bring our County members together and build lasting memories.

Financial reserves are sufficient to mitigate immediate risks, subject to ongoing careful management controls.

Irene Johnson
County Commissioner
On behalf of the Trustees

5th June 2022

INDEPENDENT EXAMINER'S REPORT

Report to the
trustees of

North Tyneside Guide Association

On accounts for
the year ended

31 March 2022

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: 20 October 2022

**Name:
Address:**

Mark Thompson MAAT
VODA
Spirit of North Tyneside Wing
2nd Floor, Wallsend Customer First Centre
16 The Forum
Wallsend

North Tyneside Guide Association
Statement of Financial Activities
for the year period ending 31 March 2022

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2022	2022	2022	2021
Receipts				
From Voluntary Services				
Grants & Donations	4	19994	19994	45732
Membership Subscriptions		9208	9208	18603
Training		60	60	0
Sundry income		775	775	141
Income from events		3150	3150	18938
From Assets				
Interest received		46	46	0
From Trading				
Cheviot view hire		16653	16653	3164
Souvenirs & Pick 'n' mix		213	213	0
Depot Sale		17958	17958	2152
Refund		496	496	0
Total Receipts		68553	0	88730
Payments				
Expenditure on events		5151	5151	16716
Building Refurbishment		9610	9610	2907
Training expenses		220	220	307
Wages		8750	8750	8058
Depot purchases		12888	12888	3087
Repairs & Renewals		8585	8585	1631
Bank charges		426	426	267
Accountancy		500	500	500
Lighting & Heating		3275	3275	1820
Telephone & Internet		1038	1038	1260
Water Rates		1043	1043	789
Cleaning		4487	4487	218
Travel expenses		229	229	10
Insurance		3436	3436	3324
Printing, Postage & Stationery		1585	1585	1393
Membership subscriptions		600	600	0
Souvenirs		391	391	0
Refund Deposit		369	369	1272
Website & Publicity costs		346	346	1006
Credit Card charges		736	736	497
Sundry costs		177	177	78
Depreciation			0	251
Total Payments		63842	0	45391
Surplus / deficit for the year		4711	0	43339
Funds at 1 April 2021		295950	400753	696703
Funds at 31 March 2022		300661	400753	696703

North Tyneside Guide Association
Statement of assets and liabilities at 31 March 2022

	2022	2021
	£	£
Fixed Assets		
Building	571341	571341
County Standard	426	426
Fixtures & Fittings	2262	2262
Office Equipment		
	<u>574029</u>	<u>574029</u>
Current Assets:		
Debtor (loan)		500
Prepayments	12050	10317
Stock	16151	15758
Cash at Bank & In Hand	125322	116646
Total Cash Balances	<u>153523</u>	<u>143221</u>
Current Liabilities		
Trade Creditors		
Receipts in Advance	5 26138	20547
	<u>26138</u>	<u>20547</u>
Net Assets at 31 March 2022	<u><u>701414</u></u>	<u><u>696703</u></u>
Represented By:		
Restricted Funds	400753	400753
Unrestricted Funds	300661	295950
	<u>701414</u>	<u>696703</u>

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

Signed Position

Signed Position

Date

North Tyneside Guide Association

Notes to the accounts, 2022

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 lifeline 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 '21	Income	Expend	Transfers	March '22
Campsite (Fixed Assets)	19305				19305
Building (Fixed Assets)	386048				386048
Total	405353	0	0	0	405353

Fixed Assets	Freehold Property	County Standard	Fixtures & Fittings	Office Equipment	Total
Cost					
As at 1 April 2021	571341	426	5452	819	578038
Additions					
Disposals					
As at 31 March 2022	571341	426	5452	819	578038
Depreciation					
As at 1 April 2021	0	0	2939	819	3758
Charge for the year	0	0	251	0	251
Disposals					
As at 31 March 2022	0	0	3190	819	4009
Net Book Value at 31 March 2022	571341	426	2262	0	574029
Net Book Value at 31 March 2021	571341	426	2513	0	574280

4. Grants Received:

North East England	400
Sir James Knott Trust	4000
W A Handley Charitable Trust	1750
North Tyneside Council Covid Grant	2667
Furlough Payments	510
Northumberland County Council	10667
Total Grants	19994

5. Current Liabilities

Receipts in Advance	
Events & Training	£26,138