

# **North Tyneside Guide Association**

A Charity Registered in England & Wales  
Registration no: 1020096

Financial Statements  
and Trustees' Report

Financial Period to 31 March 2023

## Legal and Administrative Information

Name: **North Tyneside Guide Association**

Reg'd Charity No: 1020096

Structure Registered Charity

Trustees: **April 2022 – only**  
Grace Paul – Division Commissioner  
Felicity Ripley – Division Commissioner  
Lucy Skillen – Division Commissioner

**April 2022 - September 2022**  
Victoria Hogg - Division Commissioner

**April 2022 - November 2022**  
Nicola McIntyre - Division Commissioner

**April 2022 - February 2023**  
Michelle Harrison - Division Commissioner

**April 2022 - March 2023**  
Irene Johnson - County Commissioner  
Joanne Barnfather - Division Commissioner  
Gemma Robson - Division Commissioner  
Gail Gordon - Division Commissioner  
Ashleigh Mitchell - Division Commissioner

**September 2022 - March 2023**  
Fiona Smith - Division Commissioner

**November 2022 - March 2023**  
Chica Harrison - Division Commissioner

**February 2023 - March 2023**  
Rebecca Lloyd - 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 31<sup>st</sup> March 2023**

The Trustees present their report and accounts for the year ended 31<sup>st</sup> March 2023.

### **Structure**

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

The Trustees represent our Divisions and each Division has 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. New trustees complete a local induction and training with other commissioners in North East England and have ongoing peer support

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 numbers have risen steadily during the year, and while not at pre-pandemic levels, we are satisfied with the gentle growth, transition between sections and retention of volunteers

We carried out a consultation and restructure during the year to reduce the number of Divisions in the County and regulate disparity of units and members in each. The Trustees held meetings to share plans and listened to concerns from volunteers before making a final decision. All members were involved in the naming of the new Divisions, leading to greater ownership of the areas.

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**

At the time of writing, bookings for our residential property were good for the remainder of 2023 and we have several firm bookings and enquiries into 2024.

2023 is our 50<sup>th</sup> birthday year and county events have been held and are planned to celebrate this for girls and adults, including day trips, a camp and an international trip. Events are designed to provide adventure, challenge and a lot of fun for participants whilst being conscious of our carbon footprint and the current economy.

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

Irene Johnson  
County Commissioner  
On behalf of the Trustees

10<sup>th</sup> July 2023

## INDEPENDENT EXAMINER'S REPORT

Report to the  
trustees of

### North Tyneside Guide Association

On accounts for  
the year ended

31 March 2023

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: 24 July 2023

Name:

Mark Thompson MAAT

Address:

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 2023**

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2023	2023	2023	2022
<b>Receipts</b>				
<b>From Voluntary Services</b>				
Grants & Donations	4	2803	2803	19994
Membership Subscriptions		12150	12150	9208
Training		385	385	60
Sundry income		243	243	775
Income from events		47757	47757	3150
<b>From Assets</b>				
Interest received		59	59	46
<b>From Trading</b>				
Cheviot view hire		19573	19573	16653
Souvenirs & Pick 'n' mix		213	213	213
Depot Sale		17863	17863	17958
Refund			0	496
<b>Total Receipts</b>	<b>101046</b>	<b>0</b>	<b>101046</b>	<b>68553</b>
<b>Payments</b>				
Expenditure on events		49912	49912	5151
Building Refurbishment		664	664	9610
Training expenses		929	929	220
Wages		7082	7082	8750
Depot purchases		12322	12322	12888
Repairs & Renewals		15042	15042	8585
Bank charges		531	531	426
Accountancy		500	500	500
Lighting & Heating		5536	5536	3275
Telephone & Internet		1084	1084	1038
Water Rates		384	384	1043
Cleaning		5153	5153	4487
Travel expenses		1040	1040	229
Insurance		3762	3762	3436
Printing, Postage & Stationery		1052	1052	1585
Equipments		1722	1722	0
Membership subscriptions		847	847	600
Souvenirs			0	391
Refund Deposit		44	44	369
Website & Publicity costs		359	359	346
Credit Card charges		733	733	736
Sundry costs		516	516	177
External grant		1756	1756	0
2nd Earsdon accounts		2646	2646	0
Depreciation		226	226	0
<b>Total Payments</b>	<b>113842</b>	<b>0</b>	<b>113842</b>	<b>63842</b>
Surplus / deficit for the year	-12796	0	-12796	4711
Funds at 1 April 2022	300661	400753	701414	696703
<b>Funds at 31 March 2023</b>	<b>287865</b>	<b>400753</b>	<b>688618</b>	<b>701414</b>

**North Tyneside Guide Association**  
**Statement of assets and liabilities at 31 March 2023**

	2023	2022
	£	£
<b>Fixed Assets</b>		
Building	571341	571341
County Standard	426	426
Fixtures & Fittings	2036	2262
Office Equipment		
	<u>573803</u>	<u>574029</u>
<b>Current Assets:</b>		
Debtor (loan)		
Prepayments	5391	12050
Stock	16922	16151
Cash at Bank & In Hand	101437	125322
<b>Total Cash Balances</b>	<u>123750</u>	<u>153523</u>
<b>Current Liabilities</b>		
Trade Creditors		
Receipts in Advance	5 8935	26138
	<u>8935</u>	<u>26138</u>
<b>Net Assets at 31 March 2023</b>	<u><u>688618</u></u>	<u><u>701414</u></u>
<b>Represented By:</b>		
Restricted Funds	400753	400753
Unrestricted Funds	287865	300661
	<u>688618</u>	<u>701414</u>

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

Signed SB Smith ..... Position DIVISION COMMISSIONER  
 Signed [Signature] ..... Position Division Commissioner  
 Date 22/8/2023 .....

## North Tyneside Guide Association

### Notes to the accounts, 2023

#### 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 '22	Income	Expend	Transfers	March '23
Campsite (Fixed Assets)	19305				19305
Building (Fixed Assets)	381448				381448
<b>Total</b>	<b>400753</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400753</b>

Fixed Assets	Freehold Property	County Standard	Fixtures & Fittings	Office Equipment	Total
<b>Cost</b>					
As at 1 April 2022	571341	426	5452	819	578038
Additions					
Disposals					
As at 31 March 2023	571341	426	5452	819	578038
<b>Depreciation</b>					
As at 1 April 2022	0	0	3190	819	4009
Charge for the year	0	0	226	0	226
Disposals					
As at 31 March 2023	0	0	3416	819	4235
<b>Net Book Value at 31 March 2023</b>	<b>571341</b>	<b>426</b>	<b>2036</b>	<b>0</b>	<b>573803</b>
Net Book Value at 31 March 2022	571341	426	2262	0	574029

#### 4. Grants Received:

North East England	685
Generation Green	368
W A Handley Charitable Trust	1750
<b>Total Grants</b>	<b>2803</b>

#### 5. Current Liabilities

Receipts in Advance	
Events & Training	<b>£8,935</b>

