

## Girlguiding Tonbridge Division

### Trustees' Annual Report for the year ended 31 March 2021

#### Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<b>Co-ordination of Districts to achieve the objectives of our National Organisation.</b>  <b>Management and maintenance of The Brent hall in Tonbridge</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<b>The Brent has been rented out when possible during the year.</b>  <b>All available government grants have been applied for.</b>  <b>Regular meetings have been held to disseminate relevant information from National and County committees and discuss each districts activities.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	<b>The trustees have ensured that all activities throughout the period have been for the interest of public benefit.</b>  <b>The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.</b>

## Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p><b>The Brent has been maintained to a high standard during the year with fences being replaced and some upgrades to electrical fittings.</b></p> <p><b>Regular meetings between district commissioners and other members of the committee have ensured that best practice is adhered to in all areas including deliver of unit programmes, training and safeguarding.</b></p>
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## Financial Review

Review of the charity's financial position at the end of the period	<b>The charity received income of £35,395 and expenditure for the year was £12,190.</b>
Statement explaining the policy for holding reserves stating why they are held	<b>Reserves are retained for the upkeep of The Brent. Significant expenditure is likely to be required in the medium term for an upgrade of the roof. A fund is earmarked within reserves known as the 'Sue Cackett Fund' which provides funds to cover the costs of trips and camps for girls who would not otherwise be able to attend. The balance on the Sue Cackett Fund at 31 March 2021 is £1,000. Transfers from the main reserves to the fund are made as and when required at the discretion of the Trustees.</b>
Amount of reserves held	<b>Reserves at 31 March 2021 were £40,355.</b>
Explanation of any uncertainties about the charity continuing as a going concern	<b>The Trustees are of the opinion that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties regarding the Charity's ability to do so.</b>

## Structure, Governance and Management

Description of charity's trusts:	
Type of governing document	<b>Division of The Guide Association which was established under Royal Charter granted 14 December 1922</b>
How is the charity constituted?	<b>Unincorporated association</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	<b>Trustees are appointed by the committee members. The Division Commissioner and District Commissioners are trustees along with other members who have an executive role within the division.</b>

## Reference and Administrative details

Charity name	<b>Girlguiding Tonbridge Division</b>
Registered charity number	<b>303460</b>
Charity's principal address	<b>1 Kintons Walk Yalding Maidstone ME18 6FF</b>

## **Girlguiding Tonbridge Division**

### **Independent Examiner's report on the accounts for the year ended 31 March 2021**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

#### **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.

*J M C Mundy*

01/12/2021

6 Crown Acres  
East Peckham  
Tonbridge  
TN12 5HB

## Tonbridge Guide HQ

### Income and expenditure account for the year ending 31 March 2021

<u>Income</u>		<u>Expenditure</u>	
Rent	1,935.00	Ground rent	150.00
Grants	32,928.00	Electricity	520.00
		Water	150.88
		Insurance	1,191.56
		Cleaning	666.00
		Repairs & maintenance	7,501.16
		Fire & electrical safety	798.52
		Sundry expenses	526.43
		Pam's memorial	163.02
Total income	<u>34,863.00</u>	Total expenditure	<u>11,667.57</u>
Opening balance at bank	12,110.74	Closing balance at bank	35,631.66
Opening cash in hand	356.00	Cash in hand	30.51
	<u><u>47,329.74</u></u>		<u><u>47,329.74</u></u>

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# Girlguiding Tonbridge Division

## Income and expenditure account for the year ending 31 March 2021

### Income

Scout & Guide shop commission	527.60
Interest	4.30

Total income	<u>531.90</u>
Opening balance at bank	4,683.61

5,215.51

### Expenditure

Sue Cackett grants	-
Census	203.00
Website	25.00
Royal British Legion donation	75.00
East Peckham Brownies loan	174.00
Sundry expenses	45.34

Total expenditure	<u>522.34</u>
Closing balance at bank	4,693.17

5,215.51