



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 October 2023 To 30 September 2024

Charity name: Girlguiding Kent West
(Formerly known as County of Kent (West) Branch of the Guides Association)

Charity registration number: 303470

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To direct the general development and foster the growth and spirit of Girlguiding within the County in accordance with the provisions of the Guiding Manual in force at that time.
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.	Para 1.17 and 1.19	The charity continued to provide a comprehensive programme of training events for volunteer leaders and young girls. Experienced volunteers continue to mentor less experienced volunteers with a drive to encourage new leaders into Girlguiding.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees confirm that they have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and Performance

	SORP reference	
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.	Para 1.20	All units meet face to face on a weekly / fortnightly basis. The number of girls registered has increased throughout the year whilst volunteer numbers have stabilised. Volunteers' training has been undertaken both face to face and online. Deprived units continue to be supported with grants available from Girlguiding UK or through London and South East Region. Unit sleepovers are undertaken at local level. The County provided a county camp for the Guides and Rangers during the year and an activity day for the younger members. A few older girls have experienced international trips and grown in confidence.

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity remains in a strong financial position. Receipts of £41,891 were derived from sales of badges and uniform, various grants & events. Payments of £37,182 include the purchase of goods for resale, expenses for training, and support costs including subscriptions, website Costs, ongoing premises rental costs and event expenses
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity's policy is to maintain a cash balance equivalent to six months' running costs (estimated to be in the region of £9,000) plus a further £5,000 for unforeseen campsite expenditure.
Amount of reserves held	Para 1.22	£116,611
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	none
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Structure, Governance and Management

Description of charity's trusts:		The Girlguiding Kent West County Commissioner is, by way of office, one of the 5 Trustees of the Paxwood facility, which is governed by a constitution dated 10/11/2014. The constitution specifies that the County Commissioners of each of the 4 Kent Counties (Greater London Kent, Kent East, Kent Weald, Kent West) are Trustees, together with the Treasurer of Paxwood. The constitution specifies that the 4 counties are entitled to a quarter share of any profit or loss on the disposal of the facility.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated association
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	Para 1.25	County Commissioner appoints a Division Commissioner & County Treasurer. Division Commissioners and the County Treasurer automatically assume the role of Trustee of the charity.

Reference and Administrative details

Charity name	Girlguiding Kent West
Other name the charity uses	
Registered charity number	303470
Charity's principal address	55 Chestnut Avenue Walderslade Kent ME5 9BB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Harvey	County Commissioner		Girlguiding LaSER
2	Jo Austen	County Treasurer		County Commissioner
3	Anne Perry	Division Commissioner Knole	To 30 th June 2024	County Commissioner
4	Rhiannon Sherratt	Division Commissioner Knole	From 3 rd July 2024	County Commissioner
5	Karen East	Division Commissioner Darnley		County Commissioner
6	Ann Richardson	Division Commissioner Dartford	From 1 st March 2024	County Commissioner
7	Daphne Stearn	Division Commissioner Gillingham		County Commissioner
8	Trudi Fenton-Scott	Division Commissioner Strood	To 1 st December 2023	County Commissioner
9	Sharon Davis	Division Commissioner Medway		County Commissioner
10				

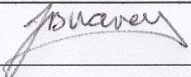
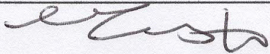
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jane Harvey	Jo Austen
Position (eg Secretary, Chair, etc)	County Commissioner	County Treasurer
Date	23/06/2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Girlguiding Kent West

303470

Receipts and payments accounts

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For the period from	01-Oct-23	To	30-Sep-24
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	8,203	-	-	8,203	8,208
Events	16,655	180	-	16,835	24,477
Guidewear	502	-	-	502	152
Trainings	10	-	-	10	10
Books & Badges	5,554	-	-	5,554	6,872
Grants	-	7,800	-	7,800	244
Other	1,053	-	-	1,053	1,275
Bank Interest	1,934	-	-	1,934	887
Sub total (Gross income for AR)	33,911	7,980	-	41,891	42,125
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	33,911	7,980	-	41,891	42,125
A3 Payments					
Guidewear	516	-	-	516	574
Leader Support (incl Books & Badges)	6,157	-	-	6,157	7,319
Events	15,553	6,999	-	22,552	24,569
Trainings	412	-	-	412	1,690
Loan	819	-	-	819	-
Subscriptions	445	-	-	445	615
Travel	596	-	-	596	651
Growing Guiding / Generation Green	-	-	-	-	-
Website, Admin etc	723	-	-	723	902
Rent/Donations for use of premises	1,103	-	-	1,103	720
Other (incl grants)	3,789	70	-	3,859	4,840
Sub total	30,113	7,069	-	37,182	41,880
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	30,113	7,069	-	37,182	41,880
Net of receipts/(payments)	3,798	911	-	4,709	245
A5 Transfers between funds					
A6 Cash funds last year end	111,902			111,902	111,657
Cash funds this year end	115,700	911	-	116,611	111,902

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Main Current Account	1,198	911	-
	Lloyds Savings Account	85,219		-
	Books & Badges Current Account	2,251	-	-
	Nationwide Savings	27,032	-	-
		-	-	-
	Total cash funds	115,700	911	-

(agree balances with receipts and payments account(s))

OK OK OK

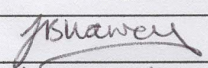
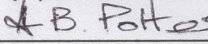
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Quarter Share in Girlguiding Paxwood Cash Funds	19,835		-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Per Asset Register:		-	-
	County Standard, Training Equipment, Gazebo & Event Shelters		-	5,161
	Books & Badges Stock		-	1,065
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	JANE HARVEY	10/6/25
	ANNE POTTER	10/6/25



Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name GIRLGUIDING KENT WEST		
On accounts for the year ended	30 TH SEPTEMBER 2024	Charity no (if any)	303470
Set out on pages	1 & 2 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/09/2024**.

Responsibilities and basis of report As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

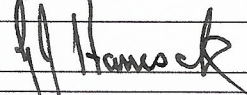
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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 Act; or
- the accounts did not accord with the accounting records

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.

* Please delete the words in the brackets if they do not apply.

Signed:  **Date:** 04/06/2025

Name: G J HANCOCK

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

Address: 120 TAVERNERS ROAD
RAINHAM, KENT
ME8 9AQ