



# Girlguiding Sussex West

## ANNUAL REPORT FOR THE YEAR ENDED 31st December 2020

**Unit Located in:** London and South East England Region

**Charity Commission number:** 305919

**Registered address:** The Croft, The Street,  
(for correspondence) East Preston,  
West Sussex  
BN16 1JJ

**Constitution or Trust deed:** Guide Association Royal Charter

**Trustees:**

Amanda Teasel  
Joanne Barnes  
Nicola Angelo  
Ann Macaulay  
Dawn Boulton

Susan Parry  
Zoe Walker  
Debra Phillips  
Annabel Gray  
Melanie Ford  
Teri Maher  
Yvonne Piper

**Appointment:**

County Commissioner  
Adur Valley Division Commissioner  
Arun Valley Division Commissioner (joint)  
Arun Valley Division Commissioner (joint)  
Bognor Regis Division Commissioner  
Chichester Division Commissioner (vacant)  
Petworth Division Commissioner  
Worthing Cissbury Division Commissioner  
Worthing Highdown Division Commissioner  
Chairman of Adult Support  
Chairman of Guiding Development  
Chairman of Marketing and Communication  
Chairman of Finance and General Purposes

**Objects:** To pursue the objectives of Girlguiding UK concerned with assisting girls and young women to fulfill their potential to take an active and responsible role in society.

**Activities:** We offered a varied & balanced programme for all sections, with training for Leaders a high priority, with a range of training opportunities being offered.

**Declaration:** The attached receipts and payments account for the year ended 31st December 2020 and the statement of assets and liabilities as at the year end were approved by the trustees at a virtual meeting held on 6th May 2021.

Signed:

Name: Amanda Teasel

Appointment: County Commissioner

# Girlguiding Sussex West

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st December 2020

	Ref note	Unrestricted General Funds	Restricted	Total this year 2020	Total last year 2019
Receipts		£	£	£	£
Subscriptions (net)		17,835.00		17,835.00	19,107.00
Donations/Grants & Gift Aid	1, 4	257.54		257.54	122.51
Interest		4,363.88		4,363.88	4,645.30
Goods and Equipment	2	3,359.98		3,359.98	4,337.82
Training Fees and Receipts	3	613.00		613.00	8,015.00
Activities	4	14,238.50		14,238.50	11,834.02
<b>TOTAL RECEIPTS</b>		<b>40,667.90</b>	<b>-</b>	<b>40,667.90</b>	<b>48,061.65</b>

Payments	Ref note	Unrestricted General Funds	Restricted	Total This year	Total Last year
		£	£	£	£
Donations/Grants	1, 10	1,716.00	215.00	1,931.00	4,336.71
Goods and Equipment	2	5,192.17		5,192.17	5,819.91
Training	3	872.22		872.22	30,875.04
Activities	4	14,052.79		14,052.79	16,695.33
General Admin	5	1,054.27		1,054.27	4,303.43
Trustees and Advisors Expenses		1,124.56		1,124.56	2,136.49
<b>TOTAL PAYMENTS</b>		<b>24,012.01</b>	<b>215.00</b>	<b>24,227.01</b>	<b>64,166.91</b>

Cash and bank balances brought forward	119,473.66	10,201.79	129,675.45	145,780.71
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Cash and bank balances carried forward	136,129.55	9,986.79	146,116.34	129,675.45
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Prepared by: M Ann Swobey  
County Treasurer

Approved by: [Signature]  
County Commissioner

I have examined the attached Receipts and Payments Account and Statement of Assets and Liabilities and confirm that they are in accordance with the County's cash books and accounting records. The receipts and payments as shown are, to the best of my knowledge, authorised transactions.

Signed by: [Signature] Independent Reviewer

## Girlguiding Sussex West

### STATEMENT OF ASSETS AND LIABILITIES AS AT END 31st December 2020

	Ref note	Unrestricted General Funds	Restricted	Total Funds
		£	£	£
<b>Cash and Bank balances in hand</b>				
Cash		-		-
Bank(s)	10	2,669.11	9,950.79	12,619.90
Other (COIF )	10	133,496.44	-	133,496.44
		<b>136,165.55</b>	<b>9,950.79</b>	<b>146,116.34</b>

#### Assets

		£	£	£
Items held for resale	7	13,544.20	-	13,544.20
Loans to other Units		-	-	-
banked receipts not yet included in bank accounts		-	-	-
		<b>13,544.20</b>	<b>-</b>	<b>13,544.20</b>

#### Liabilities

		£	£	£
Unpaid bills & expenses		-	-	-
Loans from other Units		-	-	-
unpresented cheques		-	-	-
		<b>-</b>	<b>-</b>	<b>-</b>

#### Fixed assets owned by and held for the use of the Unit (Land, buildings, vehicles and equipment)

	Ref note	Date acquired (if known)	Original cost (if known)	Insurance or Market value
Items of equipment held by Trustees and Advisors	6	At various times	Unknown	4,863.00
				<b>4,863.00</b>

#### Assets owned by the Unit held for investment purposes (Shares etc)

	Ref note	Date acquired (if known)	Original cost (if known)	Market value
1050.55 COIF Income Units @1692.87p	8			18,921.88
6749.46 COIF Income Units @1692.87p	9	14.8.14		121,567.22
			<b>-</b>	<b>140,489.10</b>

Notes

**Girlguiding Sussex West**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st December 2020**

Note number	
1	The County gives grants to participants on International Trips. As these had to be cancelled this year refunds are awaited from Region.
2	Craft equipment is sold out or hired to units. Badges and other items are stocked for sale to units and are regularly replenished. Expenditure on capital equipment is made as necessary.
3	Fees are collected and used to organise and pay for courses for Leaders and all our young people. County underwrites part of the costs for some training courses. Training also included an update for Leaders on the revised Girlguiding programme, Safe Space & 1st Response.
4	Activities have been limited this year and planned activities cancelled with refunds given as appropriate.
5	Purchases of stationery, maintenance and rental agreements, and all other general administration costs.
6	The value of equipment held by various individuals or stored in a garage in Rustington. The items are valued at either insurance or market value.
7	Badges and other county goods in stock for resale. All stock has been independently verified.
8	COIF Charities Investment Fund - income units
9	County investments - these are managed by the Guide Association Trust Corporation, invested in COIF Charities Investment Fund - income units
10	Six grants have been given from the fund entitled Early Help (formerly the Think Family Project), for which funds were received in 2016. These funds are restricted, as is the Lady Mursell Fund, from which no grants were paid in 2020