



ANNUAL REPORT

AND FINANCIAL
STATEMENTS FOR
THE YEAR ENDED
31ST DECEMBER 2021

GIRLGUIDING SOUTH WEST ENGLAND



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THE TRUSTEES' REPORT

The Trustees of Girlguiding South West England are pleased to present their Report with the financial statements for 2021.

STATEMENT OF PURPOSE

Girlguiding is the leading charity for girls and young women in the UK. As an organisation Girlguiding empowers nearly half a million girls, of which about 42,362 girls are in South West England, to be their best and face the challenges of growing up today.

We give them space to grow and ensure that each one of them can get involved - no matter what their background or ability. Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community. We do this through high quality, girl-led programmes delivered by inspirational adult volunteer Leaders.

GOVERNING DOCUMENT AND CONSTITUTION

The Guide Association South West England, operating as Girlguiding South West England, is a separately constituted branch of The Guide Association, operating as Girlguiding, which is incorporated by Royal Charter. Girlguiding South West England is registered as a charity (Charity registration number 305951) with its headquarters at St Ann's Manor, 6-8 St Ann Street, Salisbury, Wiltshire SP1 2DN.

Girlguiding South West England is responsible for the administration of Girlguiding's affairs within South West England and for the general development of the principles, aims, organisation and rules of the Association in accordance with the Royal Charter, Byelaws and the Guiding Manual.

The Girlguiding South West England Trustee Board manages the affairs of the Region. The Trustee Board is supported by three governance committees: Operational Committee, Compliance Committee and Guiding Delivery Committee. Terms of reference clarify the roles and responsibilities of each committee.

ORGANISATION STRUCTURE

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Guiding within the United Kingdom is organised into a number of geographical areas called Countries and Regions. Girlguiding South West England is one of the six Regions of England and together with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding.

Girlguiding South West England is led by a senior volunteer, the Chief Commissioner. The Chief Commissioner may appoint a Deputy Chief Commissioner(s) to assist her. The Region is organised into 16 areas - Counties and Islands: Berkshire, Bristol and South Gloucestershire, Cornwall, Devon, Dorset, Gloucestershire, Guernsey, Hampshire East, Hampshire North, Hampshire West, Isle of Wight, Jersey, Somerset, Somerset North, Wiltshire North and Wiltshire South. Each area provides support, lines of two-way communication and opportunities for young members, Leaders and Commissioners to make decisions and take responsibility. Each area is led by senior volunteers - either a County/Island Commissioner or joint County/Island Commissioners.

Girlguiding South West England has a Trustee Board which is chaired by the Chief Commissioner. Each County or Island has an Executive Committee or a Trustee Board which is appointed according to the County/Island Constitution and is responsible for the administration of guiding in that County or Island. The County/Island Executive Committee or Trustee Board is chaired by the County/Island Commissioner, or in the case of joint appointments, by the nominated County/Island Commissioner.

The Board of Trustees of the Charity

Carole Pennington, Chief Commissioner (until 31 May 2021)

Laura Cottey, Chief Commissioner (from 1 June 2021)

Liz Brown (until 7 November 2021)

Amanda Butcher

Karen McFarlane (from 30 November 2021)

Laura Menzies

Janet Parker (from 8 November 2021)

Michele Peace (until 7 November 2021)

Solange Rebours

Janette Searle

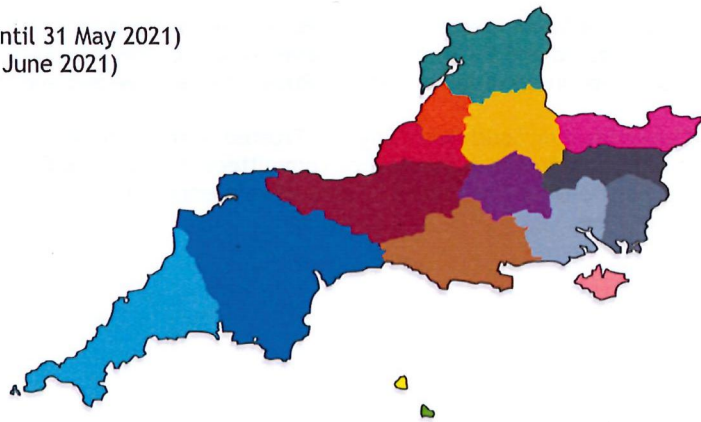
Janet Skiba

Emma Stevens

Racheal Tattum (until 31 May 2021)

Victoria Taylor

Tracey Warren



Appointment and Induction of Trustees

The members of the Trustee Board are selected and appointed by a Nominations Committee to ensure a breadth of skills and experience suitable to direct the affairs of Girlguiding South West England.

There are established procedures for the induction of each Trustee to ensure that they are aware of the responsibilities of a Trustee and the ways of working within Girlguiding South West England.

Executive Manager: Julie Brown

Professional Advisers and Consultants

The professional advisers and consultants during 2021 have been as follows:

Auditors

Fawcetts LLP
Chartered Accountants and
Registered Auditors
Windover House, St Ann Street,
Salisbury, SP1 2DR

Bankers

NatWest Bank
48 Blue Boar Row, Salisbury, SP1 1DF

Investment Managers

Tilney Investment Management Services Limited
16th and 17th Floor, 6 New Street Square, New Fetter Lane, London EC4A 2BF

Solicitors

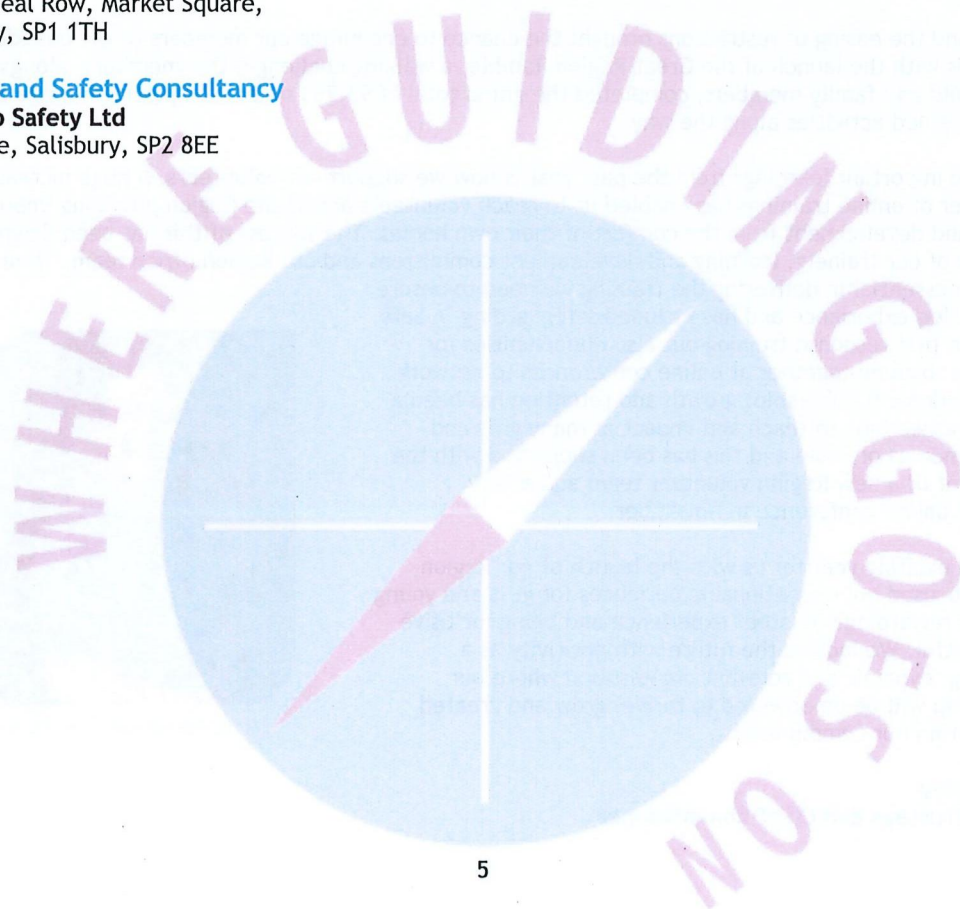
Trethowans
1 London Road, Salisbury, SP1 3HP

HR Support and Advice

Hanson Chase Consulting Limited
20 Oatmeal Row, Market Square,
Salisbury, SP1 1TH

Health and Safety Consultancy

What No Safety Ltd
Cecil Ave, Salisbury, SP2 8EE



INTRODUCTION

Girlguiding South West England provides girls and young women with a wide variety of opportunities that enable them to acquire a range of skills to empower them as individuals and develop their full potential in a safe, girl-led, girl-only space so that they can take their place in their communities as confident and resourceful members of society, while enjoying fun and adventure. As an organisation, Girlguiding is open to girls and young women and offers all our members fun, friendship, challenge and adventure from an early age through our Rainbow section (5 to 7 years) to Brownies (7 to 10 years), Guides (10 to 14 years) and Rangers (14 to 18 years).

We have continued to provide amazing opportunities for young members despite the challenges of the last two years, thanks to the brilliant support, flexibility and passion of our 10,866 volunteers, commissioners and supporters across our 16 Counties and Islands. We believe that our organisation has and will continue to play an important role in the lives of girls and young women as we ensure they experience exceptional experiences, take on challenges and grow in confidence and self-esteem despite the missed opportunities they have experienced due to the pandemic.

The start of 2021 saw a huge scale event but in a very different way. We welcomed over 6,250 members to join us to celebrate World Thinking Day at Home with a virtual sleepover. Our members travelled around the world, experiencing activities such as cooking local food, playing traditional games and building models of famous landmarks and quizzes.

This year was the 50th anniversary of Girlguiding South West England and again the versatility of guiding and adaptability of our volunteers meant we could still celebrate with over 10,269 taking part in our Golden Anniversary challenge in their units and local areas.

Summer and the easing of restrictions brought the chance to encourage our members to get outside and we did this with the launch of the Great Region Ramble, a walking challenge. Our members, alongside Trefoil Guild and family members, completed the grand total of 93,263 miles, completing a range of fun outdoor themed activities along the way.

One of the important learnings from the past year is how we support our volunteers. A huge increase in the number of online trainings has enabled us to reach volunteers across the Region providing important learning and development from the comfort of their own homes. The success of this has been down to the hard work of our trainers, learning and development committees and our Region office team. Their efforts have been essential in delivering the training we need to ensure a safe girl-led experience and has included safeguarding, A Safe Space, and first response training but also opportunities for volunteers to come together at online conferences to network and share ideas. Membership, growth and retention has been a key focus as we look to reach and impact as many girls and young women as possible and this has been supported with the recruitment of a new Region volunteer team and a very successful online conference in November.

2022 is an exciting year for us with the launch of our Region strategy focused on; exceptional experiences for girls and young women, a rewarding volunteer experience and being inclusive and impactful. We look to the future with positivity as a welcoming, dynamic and relevant organisation where our membership will be empowered to thrive, grow and created impact within our communities.

Laura Cottey
Chair of Trustees and Chief Commissioner



REVIEW OF 2021

Overview

In March 2020 Girlguiding launched its new strategic plan - *Today, tomorrow, together*. In 2021 Girlguiding South West England developed a strategic plan for the Region which will be implemented and reviewed over the coming year.

Our Vision is:

An equal world where all girls can make a positive difference, be happy, safe and fulfill their potential.

Our Mission is:

Through fun, friendship, challenge and adventure we empower girls to find their voice, inspiring them to discover the best in themselves and to make a positive difference in their community.

Our Values are:

Fun, Challenging, Caring, Inclusive, Empowering, Inspiring.

Our key strategic themes are:

EXCEPTIONAL EXPERIENCES FOR GIRLS: We will create EXCEPTIONAL EXPERIENCES for girls and young women and continue to put girls at the centre of everything we do.

REWARDING VOLUNTEER EXPERIENCE: We will create opportunities that fit around people's lives bringing a flexible and REWARDING VOLUNTEER EXPERIENCE.

INCLUSIVE AND IMPACTFUL: We will be more INCLUSIVE and make a bigger IMPACT and influence on local communities.

The governance committees have been working on the delivery of the priorities set for 2021 and 2022; a more detailed report is given on pages 8-17.



We will create EXCEPTIONAL EXPERIENCES for girls and young women & continue to put girls at the centre of everything we do

We will achieve this by:

Leadership: We will support and encourage our volunteers to be inspirational Leaders.

Programme: We will offer girls the dynamic programme opportunities they want and need.

Resourcing: We will train our volunteers and help them find the resources they need to deliver good guiding.

Events and Activities

Due to the Covid-19 pandemic and subsequent restrictions in the first half of 2021 a number of events were held online rather than face-to-face.

The Region celebrated World Thinking Day in February 2021 by holding a virtual international event, WTD@HOME, with over 6,250 members taking part in various activities based around the five World Centres.

The 18th Girl Scout International e-camp Korea was held between 1-20 August 2021 with 14 Young Members from the Region joining this online event. Each day different challenges were released for participants to take part in.

Girlguiding have been offered 100 places by the Scouts to attend the World Scout Jamboree in Korea in 2023. Girlguiding South West England had been invited to send one patrol (9 girls and 1 adult) and had been partnered with Hampshire Scouts. On 4 December 2021 a selection event was held at Liphook Guide Headquarters in Hampshire which 39 young members attended. Nine young members were offered a place to attend the World Scout Jamboree in 2023.

Opportunities for Rangers and Young Leaders

Girlguiding Peer Educators are members aged 14 to 25-year olds who help Brownies, Guides and Rangers think and talk about issues that are important to them. As young people, they use their own experience to bring the subjects to life. In 2021 the Peer Educators continued their trainings online and virtual sessions on Think Resilient, Breaking Free and Free Being Me (Brownies) were held. The Region currently has 47 Peer Educators and in 2021 those members, with support from Girlguiding, ran 31 sessions reaching 328 people, from Brownies to adult leaders, across the Region. The Duke of Edinburgh's (DofE) Award made a number of temporary programme changes and introduced various expedition flexibilities, including 'go home' expeditions, to help participants continue with their DofE Awards during the Covid period. In 2021, a total of 78 young women in South West England Region gained their DofE awards: 49 at Bronze level, 22 at Silver level and 7 at Gold level. A total of 39 Certificates of Achievement were gained in 2021: 25 at Bronze level, 9 at Silver level and 5 at Gold level. Recognising the challenges with expeditions in 2021 due to Covid-19, DofE continued with a Certificate of Achievement for all participants (at all Award levels) who completed their Volunteering, Physical and Skills sections by the end of the year.

International Experiences

The Region holds annual selection weekends to find volunteer Leaders and participants for the programme of international trips. The selection weekend for adults usually takes place in April and for participants the selection weekend is normally held in June.

The international trips that had been postponed from 2020 to 2021 as a result of the Covid-19 pandemic were cancelled due to the continued uncertainty around international travel.

International Community Experience (ICE)

ICE is a Guiding programme that combines community action and international experiences to provide a challenging and purposeful opportunity for Guides aged 11-13. Community action is a key element of all ICE projects. ICE also provides an opportunity to raise awareness about the international opportunities open to Rangers and Leaders and which will be open to the girls as they move onto Rangers when they reach 14.

Two ICE weekends are held around the Region in September/October each year and from the two weekends Guides are selected for the final part of the ICE programme - the international experience, which is a 5-day international trip.

Following the cancellation of the ICE trip for 2021 due to the Covid-19 pandemic, a Belgium themed virtual sleepover was arranged for 9-10 April. The Guides participated in a variety of activities including an escape room, making truffles and puff pockets, and making famous landmarks out of their recycling.



We will create opportunities that fit around people's lives bringing a flexible and REWARDING VOLUNTEER EXPERIENCE

Adult Opportunities

Once the Leader has completed her Leadership Qualification, further opportunities for training and development are available. Examples include becoming a Mentor to new volunteers joining Girlguiding, walking or water qualifications and a 'Going Away With' qualification which allows Leaders to take girls away on residential events.

The Helen Storrow Seminar (HSS) is WAGGGS' international event for leadership development and environmental sustainability. Girlguiding sends one delegate to Our Chalet in Switzerland each year to attend WAGGGS' Helen Storrow Seminar but in 2021 the event was held entirely online. A weekend event was piloted in the UK for members aged 18-30, to allow more young women to participate in this international experience without travelling overseas. This event took place at Foxlease activity centre on 8-10 October 2021 and ran alongside the international online seminar. Following the seminar participants were asked to plan and deliver a project that positively contributes to environmental sustainability by 30 April 2022 and ensure that their project provides value to Guiding in their region.

Three volunteers from the Region were successful in gaining a place at the 2021 WAGGGS and WOSM (World Association of the Scout Movement) Academy event which was held online. Guide and Scout members from both organisations share with other participants from all over Europe their vision on key topics such as: external relations in Europe, communication, non-formal education and training, and strategy for growth, enabling members to find innovative tailored solutions to the diverse needs Scouting and Guiding Organisations are facing in Europe.

The role of commissioners is key to supporting and encouraging our volunteers to be inspirational Leaders. The aim of the commissioner conferences was to empower and inspire commissioners to work with other adult members to ensure the sustainability of guiding for the future, creating a community in which all girls and volunteers receive a warm welcome and feel a sense of belonging. One commissioners' conference was held face-to-face in September 2021 with 60 Commissioners attending and the second commissioners' conference was held virtually in October 2021 with 110 Commissioners. Commissioners had the opportunity to develop their skills and confidence to manage the challenges encountered in their role, update their knowledge and understanding of the latest Girlguiding initiatives, and network with other commissioners to share ideas and offer support.

The Guiding Delivery conference was held virtually in June 2021 with over 100 volunteers registered to attend. There was a talk by Girlguiding Ambassador, Anna McNuff, who talked about her adventures and life over lockdown. A presentation was given which reviewed the past year's events, activities, trainings, conferences and awards gained. The presentation highlighted how much had been achieved by the Region's Lead Volunteers in ensuring that Guiding continued for girls and adults.

Training

The Region has a team of 70 Girlguiding qualified Trainers and around 13 volunteers who are working on their Girlguiding Trainer Qualification. The Trainers are all volunteers from within Girlguiding South West England and play a key role in supporting and equipping our Leaders to deliver good guiding. The 2021 Trainers' Conference was held in November with 42 attendees.

Since Girlguiding introduced a new programme of Safe Space training in 2018 comprising of 4 different levels of training we have continued to deliver online trainings to ensure that all volunteers are holding the appropriate level for the role they hold in Guiding. Level 1 and 2 are completed as E-learning, Level 3 and Level 4 are completed by attending a three hour online training. During 2021, 2,133 volunteers were trained for Level 3 and 78 Commissioners trained for Level 4. A training plan is in place for 2022 to ensure continued compliance going forward.

The Region continued Zoom trainings for members in the early part of 2021 with a Beginners' session, an Intermediate session and Virtual Sleepover sessions.

Following the success of the virtual Commissioner conference held in September 2021, the sessions delivered at the conference were made available as separate virtual trainings that could be booked through the Region's events booking site.



Resources and Badges

In order to support Leaders in offering a dynamic programme during the Covid-19 pandemic the Region has developed a number of resources and badges.

The *Golden Anniversary Challenge* celebrating the Region's 50th birthday was launched in 2020 and ended on 31 May 2021 with over 10,200 badges sold. There were 50 different activities for all Sections on the themes of *Celebrations, 50, Golden, Traditions/Memories, and Counties and Islands*. Whether it was getting outdoors and being active or preferring to be indoors doing a spot of cooking, getting crafty or involved in some research and writing, there was something for everyone and the opportunity to record all the activities and achievements in a special book.

During the summer of 2021 *The Great Region Ramble* was launched encouraging units, individuals and families to record miles walked around the Region while taking part in a range of activities. A challenge sheet was produced with a number of activities available for every age to complete and a badge was gained when a minimum of five challenges had been completed. The ramble continued until 31 October 2021 when a total of 93,236 miles had been covered by walking around the Region and 4,052 badges had been sold.



The *Virtual badges* continued to prove popular with meetings still being held online in 2021. A new badge, *I made my promise virtually*, was launched in March 2021. The three virtual badges, *I have attended a virtual meeting*, *I have organised a virtual meeting*, and *I made my promise virtually*, have sold well with 8,272 being sent out by the Region's online shop.

Following the success of the 2020 Christmas badge a Christmas badge was designed for 2021 with over 8,000 sold in the 3 months before Christmas.

The partnership with UK Parliament continued into 2021 with over 500 units registering to take part in UK Parliament week in November 2021.

Transition postcards were designed in September 2021 to keep parents and carers informed about the timescale for moving up Sections and letting them know the options for units in their area. There are different cards for Rainbows, Brownies and Guides and on the reverse of the cards there is space to enter details of the local units in the next Section.

We will be more INCLUSIVE and make a bigger IMPACT and influence on local communities

We will achieve this by:

Appeal: We will increase the number of girls and young women who want to join us.

Membership: We will welcome all girls and young women who want to join us.

Partnerships: We will develop strong partnerships to enable girls and young women who do not currently have access to guiding.

Membership Growth and Retention

Our membership at the end of 2021 was 53,228 made up of Young Members, Adult Members and Recognised Volunteers. Membership numbers have reduced since the end of 2020. The girls and young women meet in groups - called units. At the end of 2021 there were 3,353 units; a loss of 130 units since 2020. At the 31 December 2021 there were 17,295 Young Member registrations and of these 10,197 were eligible to join. These figures are for those who are enquiring to become Young Members for the first time and do not include those who are transferring Units or moving sections. The largest number of registrations are for Rainbows.

The Region office continued to make the initial contact with adults wishing to volunteer in just over three quarters of the counties in the Region. The aim of the call was to find out where the adult wanted to volunteer, their availability and the type of role they were interested in volunteering for. The information received was passed to local volunteer commissioners to follow up with information on opportunities available for each individual adult volunteer. The office handles enquiries from parents of girls who were waiting to join Girlguiding.

The Region held a virtual membership growth and retention conference in November 2021 which was attended by members from each County and Island. The Chief Commissioner and the Lead Volunteer for Membership Growth and Retention gave delegates an overview of the Region's position and ideas being developed to assist the Region with membership growth and retention. Delegates attended workshops online which focused on:

- Recruitment Packs and Resources
- Flexible Roles
- Retention of Volunteers
- Myth Busting
- Engagement and Recruitment of Young Leaders and Volunteers
- Promoting Guiding
- Parent and Community Recruitment
- Social Media

Being a virtual conference it allowed it to be open to everyone that wanted to come along.

Thanks and Recognition

Saying 'Thank You' to all Girlguiding volunteers is important.

Girlguiding and Girlguiding South West England offer a range of awards that adult volunteers can be nominated for to recognise what they do for Girlguiding.

The Region awards include the Silver Oak Leaf, which can be gained by any adult who has given freely of their time to promote and advance Guiding within the Region, the Compass Award, which is given to recognise the dedication of our members at local level and give freely of their time to provide good quality guiding to the girls in their unit, the local area and to the benefit of the local community and the Young Adult Leaders Award, which is given to recognise the achievement of Leaders aged 18 to 30 years and who have done something special or something remarkable. In addition, the Region has a Thanks Badge and a Chief Commissioner's Certificate, both of which are awarded at the discretion of the Chief Commissioner.



Girlguiding's national service awards are available for members who have completed 5, 10 and up to 60 years' service. The Region launched its own service awards in September 2018 to recognise volunteers who have recently joined Girlguiding as a member and who have completed either 1 year or 3 years' service.

The Girlguiding Hero award is a new award developed during the pandemic for members or friends of Girlguiding who have done something special, to celebrate those heroes who go above and beyond what is expected of them. In Girlguiding South West England 109 Hero certificates were awarded in 2021.

During 2021 the following awards were made:

- 5 Girlguiding Laurel Awards
- 1 Guiding Star
- 5 Region Silver Oak Leaf Awards
- 48 Region Compass Awards
- 9 Chief Commissioner's Awards
- 6 Young Adult Leaders Awards
- 5 Region Thanks Badges
- 447 Chief Commissioner 1-year service Award
- 655 Chief Commissioner 3-year service Award

We will improve our structures and processes

We will achieve this by:

Finance: We will generate and manage our assets and financial resources in a planned and professional way.

Processes, Systems and Staff: We will have processes and systems that are fit for purpose and change with our needs. We will have the staff we need with the right skills and abilities.

Structures and Decision Making: We will have effective structures and decision-making processes in the Region.

Finance

Most of the Region's annual income comes from membership subscriptions which are received in April.

Sales of resources, badges and small gift items via the online shop continue to supplement the Region's income. New for 2021 were the virtual promise badge, the 2021 Christmas badge and The Great Region Ramble badge. A small stream of income continues to be generated from easyfundraising referral fees and from letting surplus office space in the Region Headquarters building.

Regular meetings are held with NatWest Bank, the Region's bankers, to review our financial position. Regular meetings are also held with the Region's Investment Managers, Tilney Investment Management Services Ltd, to review the performance of the Region's investment portfolios. The Region's investments are held in two portfolios, the main portfolio has a medium to long term growth strategy with a moderate risk profile, the second portfolio was set up for growth and income with a low risk profile.

The 2022 annual budget for the Region was drawn up and approved by the Trustee Board in July 2021. The 2021 budget was reviewed throughout the year and updated where necessary. Management accounts, which incorporated the budget figures and identified variances, were reviewed throughout 2021 together with cash flow forecasts.

The Duke of Edinburgh Award Scheme (DofE) awarded the Region with a grant from the DofE Diamond Fund in 2019; the objective being to provide local DofE training opportunities in defined areas of disadvantage in order to increase participation in DofE through Girlguiding South West England in those areas. Funding is still available to support Leaders and young members in disadvantaged areas working on their DofE Awards.

Processes, Systems and Staff

The Compliance Committee holds a register of all property owned by the Counties and Islands with details of the ownership arrangements including the expiry dates of any leases, whether the property is separately registered as a charity, whether property is held by the Guide Association or Scout Association Trust Corporations, the use of the building and insurance arrangements.

In June 2021 the Region ran a Property Conference online for adult volunteers with responsibility for Guiding properties. The conference was fully booked with 60 delegates attending from across the Region. The presentations at the conference were on:

- Insurance - the different policies that you might need for a property
- The Trust Corporation - explaining the services offered by this Girlguiding department
- Reopening an empty building - a relevant topic in 2021 covering risk assessments in relation to Covid-19, water supply and legionnaires' disease
- Maintenance, planning and budgeting - a session aimed at how to keep maintenance and repair logs, asset registers and budget records
- Fire risk assessments - a presentation by representatives from Dorset & Wiltshire Fire Rescue Services

The Compliance Committee continued to analyse and review the quarterly reports on complaints and concerns that originate at a local Guiding level. Common themes were identified which was used to determine the training required to support the volunteer Leaders.

The Region team of Safeguarding Lead Volunteers provided support and advice to members throughout the Region on safeguarding matters. The team also worked with Girlguiding HQ on a number of disclosures during 2021. Volunteer coordinators have been appointed in Counties and Islands to work with the Region team on safeguarding. During 2021 a total of 69 safeguarding disclosures/concerns were registered with Girlguiding from the Region.

The Region has continued to provide support on GDPR to the County/Island Commissioners. Girlguiding policy and procedures were updated during 2021 and the information disseminated to the Counties and Islands.

There were a number of staff changes in 2021. The Communications Officer became a full time member of staff from September 2021 with their role including graphic design work as well as social media. With the prospect of more events happening in 2022 an Events Assistant joined the Region team in October 2021 and a new member of staff started in November 2021 to help with Membership Support.

The amazing work carried out by the volunteers in Girlguiding South West England is achieved in partnership with our dedicated staff team.



Support

Girlguiding South West England's Headquarters building is a Grade II Listed building in Salisbury. The building houses the administrative centre for the Region and provides space for members to hold meetings, conferences and training sessions.

Girlguiding South West England has an ongoing programme of maintenance for the building and this has proceeded to plan.

The Region office upgraded its phone system in March 2021 which allows staff to use their phones both in the office and at home using the same number and extensions.

The Region has also been developing its social media during 2021, which has seen an increase in the number of followers across all platforms.



PLANS FOR THE FUTURE

Plans include:

EXCEPTIONAL EXPERIENCES FOR GIRLS

- Inspire & Ignite online festival
- WTD2022 virtual international event
- Legoland 2022 takeover day
- ICE weekends for international trips in 2023
- UK Parliament Week 2022
- British Army and Royal Navy takeover days
- Region Roadshows in Jersey and Gloucestershire for girls and their families
- Peer Education training days
- Royal International Air Tattoo - 'schools' day'

REWARDING VOLUNTEER EXPERIENCE

- Membership Growth and Retention conference
- Region-led safeguarding training to ensure continuous compliance
- Leadership Qualification training day for new Leaders
- Commissioner conferences
- Region Roadshows in Jersey and Gloucestershire for volunteers
- Trustee training
- Support the Counties and Islands with procedures and trainings on compliance with GDPR
- Try, Inspire and Qualify - skills training for volunteers
- Commissioners' conference trainings

INCLUSIVE AND IMPACTFUL

- Monitoring and review of the new Region Strategic Plan
- Increasing the Membership Growth and Retention team
- Setting up and expanding the Region Inclusion team

- The continuation of work to manage enquiries and joining lists of adults who wish to join Girlguiding

SUPPORT

- Upgrade of computer system

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Trustee Board confirms that it has taken due regard of 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.

ENVIRONMENTAL STATEMENT

Girlguiding South West England seeks to create a culture which environmental considerations are integrated into all policy decisions and business activities across the organisation.

RISK STATEMENT

The major risks facing Girlguiding South West England are continually reviewed and carefully scrutinised by the Trustee Board and Compliance Committee and measures taken to mitigate against major strategic business and operational risks which the charity faces.

A detailed business recovery plan is in place and will be implemented in the event of an incident to ensure that Girlguiding South West England can continue its business operations as quickly as possible.

RESERVES

The Trustee Board has reviewed the reserves of Girlguiding South West England. The review covered the sources of income and whether that income was sustainable in the future, the fixed and variable expenditure of the Region and the need to contain expenditure levels within the sources of income.

The review concluded that to allow Girlguiding South West England to continue to operate efficiently and to provide sufficient reserves for that continuance then the following reserves will be required:

1. Designated fund of £340,378 consists £65,000 to cover costs of forthcoming events, £150,000 for maintenance at St Ann's Manor, £22,611 to provide for training and events, £76,623 for grant funding for trips and future trip fund £26,144.
2. General liquid reserves sufficient to cover one year's operating expenditure. This includes staff costs, office costs and utilities. The total of these costs currently stands at around £391,019.

Girlguiding South West England has achieved its initial target which will be kept under review. The free reserves of the Association at 31 December 2021 were £nil (2020: £nil).

INVESTMENT POWERS

The investment powers of Girlguiding South West England are as set out in the Royal Charter and Byelaws of The Guide Association.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees of the charity (for the purposes of charity law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of Girlguiding South West England and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that Girlguiding South West England will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Girlguiding South West England and to enable it to ensure that the financial statements comply with the constitution. They are also responsible for safeguarding the assets of Girlguiding South West England and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FINANCIAL STATEMENTS FOR 2021

The annual financial statements for 2021 are annexed to this report and include a report by Girlguiding South West England's auditors, Fawcetts LLP, Chartered Accountants and Statutory Auditors.

TRUSTEE REPORT

The Trustee Report was approved by the Trustee Board at its meeting on 11 April 2022 and the Chief Commissioner was authorised to sign the report on behalf of the Trustee Board.


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Laura Cottey
Chair of the Trustee Board and Chief Commissioner

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

Charity registration number:
England & Wales 30595

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE GUIDE ASSOCIATION - SOUTH WEST ENGLAND

Opinion

We have audited the financial statements of the Guide Association - South West England for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially

misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud. We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations we consider the following: the nature of the charity sector, control environment and business performance; results of our enquiries of management about their own identification and assessment of the risks of irregularities; any matters we identified having obtained and reviewed the company's documentation of their policies identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance; detecting and responding to the risks of fraud and whether they have knowledge of any actual, the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations the matters discussed

among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following area: revenue and resource recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the charity operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Charities Act and related legislation.

Audit response to risks identified

As a result of performing the above, we identified revenue and resource recognition a key audit matter reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements; enquiring of management concerning actual and potential litigation and claims; performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud; reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC and; in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Date:.....

Fawcetts LLP, Chartered Accountants & Statutory Auditors Windover House, St Ann Street, Salisbury, SP1 2DR

Fawcetts LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

Income and expenditure	Note	Unrestricted £	Restricted £	Designated £	2021 Total £	2020 Total £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	2	2,475	18,470	33,867	54,812	5,741
Charitable activities	3	531,230	-	-	531,230	773,059
Other trading activities	4	63,946	-	-	63,946	48,759
Investment income		5,511	-	-	5,511	7,374
Total Income		<u>603,162</u>	<u>18,470</u>	<u>33,867</u>	<u>655,499</u>	<u>834,933</u>
EXPENDITURE ON:						
Raising funds	5	42,880	-	-	42,880	35,888
Charitable activities	6	520,616	6,099	181	526,896	635,924
Total expenditure		<u>563,496</u>	<u>6,099</u>	<u>181</u>	<u>569,776</u>	<u>671,812</u>
Net gains/(losses) on investments	11	131,415	-	-	131,415	72,430
NET INCOME/(EXPENDITURE)		<u>171,081</u>	<u>12,371</u>	<u>33,686</u>	<u>217,138</u>	<u>235,551</u>
Transfers between funds	16	32,168	3,688	(35,856)	-	-
NET MOVEMENT IN FUNDS		<u>203,249</u>	<u>16,059</u>	<u>(2,170)</u>	<u>217,138</u>	<u>235,551</u>
RECONCILIATION OF FUNDS:						
Total funds brought forward		1,496,152	34,930	342,548	1,873,630	1,638,079
TOTAL FUNDS CARRIED FORWARD		<u><u>1,699,401</u></u>	<u><u>50,989</u></u>	<u><u>340,378</u></u>	<u><u>2,090,768</u></u>	<u><u>1,873,630</u></u>

Continuing Operations

None of the Regional Association's activities were acquired or discontinued during the current and previous years. All gains and losses recognised in the year are included in the Statement of Financial Activities.

The notes form part of these financial statements.

BALANCE SHEET AS AT 31 DECEMBER 2021

	Note	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible fixed assets	10	286,667		299,719	
Investments	11	<u>1,487,230</u>		<u>1,065,109</u>	
			1,773,897		1,364,828
Current assets					
Stock	12	48,859		55,220	
Debtors	13	48,814		185,557	
Cash at bank and in hand		<u>259,297</u>		<u>484,133</u>	
Total current assets		356,970		724,910	
Creditors					
Amounts falling due within one year	14	<u>(40,099)</u>		<u>(216,108)</u>	
Net current assets			<u>316,871</u>		<u>508,802</u>
NET ASSETS			<u>2,090,768</u>		<u>1,873,630</u>
Funds					
Restricted funds	16		50,989		34,930
Unrestricted funds:					
Designated funds	17		340,378		342,548
Other charitable funds			<u>1,699,401</u>		<u>1,496,152</u>
TOTAL CHARITY FUNDS			<u>2,090,768</u>		<u>1,873,630</u>

The financial statements were approved and authorised for issue by the Board of Trustees

On

and were signed on its behalf by:



Laura Cottey
Chair of the Trustee Board and Chief Commissioner

The notes form part of these financial statements

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	2021 £	2020 £
CASH FLOWS FROM OPERATING ACTIVITIES:			
Net cash provided by/(used in) operating activities	a	70,205	169,525
Cash flows from investing activities:			
Purchase of investments		(339,993)	(583,657)
Sale proceeds of investments		9,864	837,068
Purchase of tangible fixed assets		(4,335)	(24,760)
Net cash provided by/(used in) investing activities		<u>(334,464)</u>	<u>228,651</u>
CHANGE IN CASH AND CASH EQUIVALENTS FOR THE YEAR		(264,259)	398,176
Cash and cash equivalents brought forward	b	560,823	162,647
CASH AND CASH EQUIVALENTS CARRIED FORWARD AT 31 DECEMBER		<u>296,564</u>	<u>560,823</u>

a) Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2021 £	2020 £
Net income/(expenditure) for the year as per the Statement of Financial Activities	217,138	235,551
Adjusted for:		
Depreciation	17,387	19,651
Unrealised (gains)/losses on investments	(130,567)	(87,427)
Realised (gains)/losses on disposal of investments	(848)	14,997
(Increase)/decrease in stock	6,361	(195)
(Increase)/decrease in debtors	136,743	128,031
Increase/(decrease) in creditors	(176,009)	(141,083)
Net cash (used in)/provided by operating activities	<u>70,205</u>	<u>169,525</u>

b) Analysis of cash and cash equivalents

	2021 £	2020 £
Cash at bank and in hand	259,297	484,133
Cash held as part of investment portfolio	37,267	76,690
	<u>296,564</u>	<u>560,823</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

General information and basis for preparation

The charity constitutes a Public Benefit Entity as defined by FRS 102. 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 United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP 2015 (FRS 102)), the Charities Act 2011.

The financial statements are prepared on a going concern basis under the historical cost convention,

Going concern

The trustees have considered the financial position of the Charity and the expected future member numbers, together with the consequences of the Coronavirus (COVID-19) pandemic and confirm that the Charity remains a going concern. The financial statements, therefore, continue to be prepared on a going concern basis under the historic convention, modified by the revaluation of certain fixed assets.

Income

Income is recognised on an accruals basis. Income received for specific purposes is treated as restricted.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive.

Grants

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year for which they are received. Grants payable are charged in the year in which the offer is conveyed to the recipient.

Tangible fixed assets

Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of

Land	- not depreciated
Freehold property	- 2% straight line
Furniture and equipment	- 25% on reducing balance/25% straight line.

All fixed assets acquired whether purchased or donated are capitalised. Assets donated in the past have not necessarily been capitalised.

Stock

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Operating leases

Rentals paid under operating leases are charged on a time basis over the lease term.

1. Accounting policies *(continued)*

Pensions

Girlguiding South West England contributes to a defined contribution pension scheme managed by The Guide Association operating as Girlguiding. The charity also operates a stakeholder pension scheme for other staff. Contributions payable for the year are charged as part of resources expended.

Donations and fund

Donations received for the general purpose of the Charity are included as unrestricted funds. Donations for activities restricted by the wishes of the donor are taken to 'restricted funds' where these wishes are legally binding on the Trustees. The Trustees may set aside funds as being designated for particular purposes. These funds are shown as designated funds within the reserves.

Debtors

Debtors are measured at their recoverable amount.

Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Taxation

The Charity is a registered charity and, as such, is not liable to corporation tax.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

2. Donations and legacies	Unrestricted £	Restricted £	Designated £	Total 2021 £	Total 2020 £
Grants	100	1,227	33,867	35,194	2,745
Donations	2,375	17,243	-	19,618	2,996
	<u>2,475</u>	<u>18,470</u>	<u>33,867</u>	<u>54,812</u>	<u>5,741</u>
3. Charitable Activities	Unrestricted £	Restricted £	Designated £	Total 2021 £	Total 2020 £
Subscriptions	463,270	-	-	463,270	670,044
Training	1,850	-	-	1,850	-
International trips	49,468	-	-	49,468	3,391
Events	16,642	-	-	16,642	99,624
	<u>531,230</u>	<u>-</u>	<u>-</u>	<u>531,230</u>	<u>773,059</u>
4. Other Trading Activities	Unrestricted £	Restricted £	Designated £	Total 2021 £	Total 2020 £
Lettings and rental income	15,677	-	-	15,677	15,925
General trading sales	48,269	-	-	48,269	32,834
	<u>63,946</u>	<u>-</u>	<u>-</u>	<u>63,946</u>	<u>48,759</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

5. Raising Funds	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2021 £	Total 2020 £
<i>Trading expenses</i>					
General merchandising costs	14,095	-	-	14,095	4,410
Badge and resource costs	14,025	-	-	14,025	19,200
<i>Investment management charges</i>					
	14,760			14,760	12,278
	<u>42,880</u>	<u>-</u>	<u>-</u>	<u>42,880</u>	<u>35,888</u>
6. Expenditure on Charitable Activities	Unrestricted Funds £	Restricted Funds £	Designated Funds £	Total 2021 £	Total 2020 £
<i>Direct Costs</i>					
Grants payable	-	5,669	181	5,850	16,528
Membership service costs	18,628	-	-	18,628	16,016
Training	3,153	-	-	3,153	3,239
International trips	75,770	-	-	75,770	22,835
Events	32,476	-	-	32,476	133,950
	<u>130,027</u>	<u>5,669</u>	<u>181</u>	<u>135,877</u>	<u>192,568</u>
<i>Support Costs</i>					
Staff costs (note 9)	243,453	-	-	243,453	279,917
Staff travel, training and recruitment	7,158	-	-	7,158	2,232
Premises costs	14,685	-	-	14,685	25,630
Insurance	9,538	-	-	9,538	7,608
Administration costs	63,548	-	-	63,548	71,015
Marketing	-	-	-	-	5,525
Website expenses	3,070	-	-	3,070	3,285
Non staff travel and subsistence costs	13,913	-	-	13,913	12,171
Legal and professional fees	9,902	-	-	9,902	7,802
Audit and accountancy fees	7,188	-	-	7,188	7,080
Depreciation	16,957	430	-	17,387	19,650
Bank charges	1,177	-	-	1,177	1,427
Sundries	-	-	-	-	14
	<u>390,589</u>	<u>430</u>	<u>-</u>	<u>391,019</u>	<u>443,356</u>
	<u>520,616</u>	<u>6,099</u>	<u>181</u>	<u>526,896</u>	<u>635,924</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

7. Expenditure	Total 2021	Total 2020
Expenditure includes:	£	£
Depreciation - owned assets	17,387	19,650
Auditors' remuneration - for audit	7,188	7,080
- for other services		-
Operating lease rentals	<u>15,568</u>	<u>12,809</u>

8. Trustees

None of the trustees, nor persons connected with them received any remuneration or other material benefits from the charity or any connected organisation. During the year, 7 trustees received travelling and out-of-pocket expenses of £2,295 (2020: 4 - £1,494).

9. Staff Numbers and Remuneration	2021	2020
	£	£
Wages and salaries	213,695	240,592
Social security costs	10,797	18,142
Employer's pension contributions	18,961	21,183
	<u>243,453</u>	<u>279,917</u>

The average number of people employed, including part-time staff:	2021	2020
	<u>10</u>	<u>11</u>

The key personnel of the charity comprise the Executive Manager and the Finance Manager, for whom total earnings were £81,103 (2020: £90,488).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

10. Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost			
At 1 January 2021	401,584	149,948	551,532
Additions	-	4,335	4,335
Disposals	-	-	-
At 31 December 2021	<u>401,584</u>	<u>154,283</u>	<u>555,867</u>
Depreciation			
At 1 January 2021	131,435	120,378	251,813
Charge for the year	6,032	11,355	17,387
Eliminated on disposals	-	-	-
At 31 December 2021	<u>137,467</u>	<u>131,733</u>	<u>269,200</u>
Net book value			
At 31 December 2021	<u>264,117</u>	<u>22,550</u>	<u>286,667</u>
At 31 December 2020	<u>270,149</u>	<u>29,570</u>	<u>299,719</u>

11. Investments

	2021 £	2020 £
Movement in market value:		
Market value at 1 January	988,419	1,169,400
Acquisitions at cost	339,993	583,657
Disposal proceeds	(9,864)	(837,068)
Realised gains/(losses) on disposals	848	(14,997)
Unrealised gains/(losses) on revaluation	130,567	87,427
Market value at 31 December	<u>1,449,963</u>	<u>988,419</u>
Cash held as part of portfolio	<u>37,267</u>	<u>76,690</u>
Total market value of investments	<u>1,487,230</u>	<u>1,065,109</u>
Historical cost	<u>1,143,096</u>	<u>850,342</u>
Analysis of investments:		
	£	£
UK equities	705,020	608,115
Overseas equities	63,057	54,882
Investment bonds and other investments	681,886	325,422
UK cash held as part of portfolio	<u>37,267</u>	<u>76,690</u>
	<u>1,487,230</u>	<u>1,065,109</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

12. Stocks	2021	2020
	£	£
Stock for resale	<u>48,859</u>	<u>55,220</u>
13. Debtors	2021	2020
	£	£
Other debtors	8,053	49,684
Prepayments	<u>40,761</u>	<u>135,873</u>
	<u>48,814</u>	<u>185,557</u>
14. Creditors: amounts due within one year	2021	2020
	£	£
Trade creditors	7,087	(169)
Taxation and Social Security	-	4,445
Other creditors	25,104	203,330
Accrued expenses	7,908	8,502
	<u>40,099</u>	<u>216,108</u>
15. Operating lease commitment		
The total future minimum payments due under non-cancellable operating leases are as follows:		
	2021	2020
	£	£
Equipment:		
Less than 1 year	15,568	15,568
Between 2 and 5 years	33,895	50,595
Over 5 years	-	-
	<u>49,463</u>	<u>66,163</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

16. Statement of funds - Restricted funds

	Balance at 1 January 2021 £	Incoming resources £	Outgoing resources £	Transfers to/(from) £	Balance at 31 December 2021 £
Buchanan Opportunities Fund	16	389	-	-	405
St Ann's Manor refurbishment	14,246	-	(430)	-	13,816
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Girlguiding New Units grants	1,022	-	(3,792)	2,770	-
Sylvia Foster Legacy	-	17,243	-	-	17,243
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	(918)	918	-
External grant for trips	3,460	616	(100)	-	3,976
D of E Diamond Fund	859	-	(859)	-	-
Lady Benson Fund	700	-	-	-	700
Chiefs Charity Challenge	104	222	-	-	326
	<u>34,930</u>	<u>18,470</u>	<u>(6,099)</u>	<u>3,688</u>	<u>50,989</u>

Purpose of restricted funds:

Buchanan Opportunities Fund - The fund is to be used at the sole discretion of the Chief Commissioner of South West England for the benefit of particular projects.

St Ann's Manor refurbishment - The fund represents sponsorship monies received for the refurbishment of the top floor of St Ann's Manor.

Girlguiding Peer Education grant - Grant to fund peer education training in the year.

Girlguiding New Units Grants - Grant received from Girlguiding to assist in the setting up of new units.

Sylvia Foster Legacy - Fund to be used for young members who need financial support to go on region international trips.

STEM Grants - Grant received from the Royal Academy of Engineering to assist with the costs of running STEM activity days in support of a planned Region resource/activity pack.

Girlguiding Membership Growth and Retention Grant (formerly Growing Guiding) - Grant from Girlguiding to enable the Countries/Regions to help fund membership retention and membership growth initiatives.

External Grants for Trips - Grants received from The Leslie Sell Charitable Trust and the Aviva Community Fund to go towards International Trips.

Duke of Edinburgh Diamond Fund - Grant received from the D of E Diamond Fund to be awarded to members seeking grants for a training, event or activity that aims to increase the number of young members in disadvantaged areas working on their D of E Awards.

Lady Benson Fund - The purpose of this fund is to provide grants to members who are struggling to raise funds to allow them to take part in a special Girlguiding event, trip or activity.

Chiefs Charity Challenge - The fund represents monies received for the Region's 50th Anniversary celebrations.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

17 STATEMENT OF FUNDS – Designated funds

	Balance at 1 January 2021	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2021
	£	£	£	£	£
Designated funds					
Baden-Powell International Fund	-	32,937	-	-	32,937
Leadership & Training Fund	7,903	930	(181)	-	8,652
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	62,000	-	-	(35,856)	26,144
	342,548	33,867	(181)	-	35,856
	342,548				340,378

Purpose of designated funds:

Baden-Powell International Fund - The purpose of this fund is for any form of international travel or visit.

Leadership and Training Fund - The purpose of the fund is to assist members of Volunteer Leaders and Commissioners to apply for a grant towards the cost of trainings and events.

Maintenance - The purpose of this fund is to allow for major maintenance work required on the building during 2018 onwards

Training - The purpose of the fund is to cover the cost of essential training required in accordance with Girlguiding membership policy.

Grant Reserve - The purpose of the fund is to provide grants for future trips that, previously, would have been provided from outside the organisation

Large scale events - The purpose of this fund is to contribute towards the infrastructure costs of providing large scale Region events.

Future trips - The purpose of this fund is the for the provision for losses from cancelled trips due to Covid-19.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

18 COMPARATIVE STATEMENT OF FUNDS

Comparative statement of designated funds for the year ended 31 December 2020:

	Balance at 1 January 2020	Incoming resources	Resources expended	Transfers & investments gains/(losses)	Balance at 31 December 2020
	£	£	£	£	£
Restricted funds					
Buchanan Opportunities Fund	-	266	(250)	-	16
Friends of St Ann's Manor	-	-	-	-	-
St Ann's Manor refurbishment	14,676	-	(430)	-	14,246
Girlguiding Peer Education grant	1,737	-	-	-	1,737
Girlguiding New Units grants	3,575	-	(2,553)	-	1,022
STEM grants	12,786	-	-	-	12,786
Girlguiding Membership Growth & Retention grant	-	-	-	-	-
External grant for trips	2,244	1,216	-	-	3,460
D of E Diamond Fund	859	-	-	-	859
Lady Benson Fund	800	-	(100)	-	700
Chiefs Charity Challenge	-	104	-	-	104
	<u>36,677</u>	<u>1,586</u>	<u>(3,333)</u>	<u>-</u>	<u>34,930</u>
Designated funds:					
Baden Powell Int fund	-	-	(13,625)	13,625	-
Leadership & Training	6,744	1,159	-	-	7,903
Holly's fund	-	-	-	-	-
Maintenance	150,000	-	-	-	150,000
Training	13,959	-	-	-	13,959
Grant Reserve	43,686	-	-	-	43,686
Large scale events	65,000	-	-	-	65,000
Future trips fund	-	-	-	62,000	62,000
	<u>279,389</u>	<u>1,159</u>	<u>(13,625)</u>	<u>75,625</u>	<u>342,548</u>
Unrestricted funds	<u>1,322,013</u>	<u>832,188</u>	<u>(654,854)</u>	<u>-3,195</u>	<u>1,496,152</u>
	<u>1,638,079</u>	<u>834,933</u>	<u>(671,812)</u>	<u>72,430</u>	<u>1,873,630</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

19 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets are held for the various funds as follows:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	-	-	50,989	50,989
Designated funds	-	-	340,378	340,378
Unrestricted funds	286,667	1,487,230	(74,496)	1,699,401
	<u>286,667</u>	<u>1,487,230</u>	<u>316,871</u>	<u>2,090,768</u>

Comparative analysis of net assets between funds for the year ended 31 December 2020:

	Fixed assets	Investments	Net current assets	Total
	£	£	£	£
Restricted funds	14,246	-	20,684	34,930
Designated funds	-	-	342,548	342,548
Unrestricted funds	285,473	1,065,109	145,570	1,496,152
	<u>299,719</u>	<u>1,065,109</u>	<u>508,802</u>	<u>1,873,630</u>

20 PENSION COMMITMENTS

Girlguiding South West England contributes to a defined contribution scheme managed by The Guide Association operating as Girlguiding in respect of certain employees. The charity also operates a stakeholder pension scheme for other staff. Contributions are charged as part of outgoing resources expended in the period in which they fall due and amounted to £18,961 in the year (2020: £21,183). There were no prepaid or outstanding contributions at the balance sheet date.

21 RELATED PARTY TRANSACTIONS

The Guide Association operating as Girlguiding with its headquarters at 17-19 Buckingham Palace Road, London SW1W 0PT.

The Guide Association is an umbrella organisation to the Region. Girlguiding South West England is one of the six Regions of England and with the three Countries of Scotland, Wales and Ulster (Northern Ireland) form Girlguiding. The Region is established under the powers and bylaws of the Royal Charter to administer Guiding in each area.

Counties, Divisions, Districts and Units

Girlguiding South West England Region is organised into 16 county and island areas, each further subdivided into divisions, districts and units. Each county/island, division, district and unit is responsible as a separate charity for their own finances.

