



**Audited Financial Statements  
for the Year Ended  
31 December 2022**

for

**The Guide Association - Midlands  
Known as Girlguiding Midlands**

The Rowleys Partnership Ltd  
Statutory Auditors  
Chartered Accountants  
Charnwood House  
Harcourt Way  
Meridian Business Park  
Leicester  
Leicestershire  
LE19 1WP

**The Guide Association - Midlands  
Known as Girlguiding Midlands**

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for the Year Ended 31 December 2022**

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The Guide Association - Midlands  
Known as Girlguiding Midlands

Reference and Administrative Details  
for the Year Ended 31 December 2022

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<b>TRUSTEES</b>	J Brocklehurst C Shinton W Cowdrey (resigned 1.8.22) M Lewis J Howle (resigned 1.10.22) S Myers C Kerr N Lomas A Cooney S Harrold K Pogson S Bucknell J Long K Belcher (appointed 1.8.22) J Price (appointed 1.10.22)
<b>CHIEF COMMISSIONER</b>	C Shinton
<b>DEPUTY CHIEF COMMISSIONER</b>	J Brocklehurst
<b>CHAIR OF FINANCE</b>	J Mackin
<b>PRINCIPAL ADDRESS</b>	21 Lower Church Street Ashby de la Zouch Leicestershire LE65 1AB
<b>REGISTERED CHARITY NUMBER</b>	521781
<b>INDEPENDENT AUDITORS</b>	The Rowleys Partnership Ltd Statutory Auditors Chartered Accountants Charnwood House Harcourt Way Meridian Business Park Leicester Leicestershire LE19 1WP
<b>BANKERS</b>	Lloyds Bank plc 1 Marlborough Square Coalville Leicestershire LE67 3WD

**Report of the Trustees  
for the Year Ended 31 December 2022**

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The trustees present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

**Statement of purpose**

Girlguiding promotes the well-being of girls and young women to help them develop emotionally, mentally, physically and spiritually so they can make a positive contribution to their community and the wider world.

**Constitution**

The Guide Association Midlands (known as Girlguiding Midlands) is a registered Charity which administers guiding in the Midlands Region of the United Kingdom on behalf of The Guide Association (known as Girlguiding). The latter is a separately registered Charity and is incorporated by Royal Charter. The Constitution was updated and approved by the Girlguiding Board of Trustees on 25 September 2021.

**Organisation Structure**

The Guide Association Midlands is governed by an Executive Committee.

There are eleven counties within the Midlands Region, each having a County Commissioner, who is appointed by the Chief Commissioner of Girlguiding Midlands, in consultation with the County Executive Committee, and as such they are responsible for the overseeing of administration in their County.

The Trustees of the region are the Chief Commissioner and the Deputy Chief Commissioner and the 11 County Commissioners all of whom have voting rights. In line with Charity Commission guidance, each county has only one Trustee on the Girlguiding Midlands Executive Committee. A full list of Trustees is given on page 1.

## OBJECTIVES AND ACTIVITIES

### Objectives and aims

Girlguiding Midlands is part of Girlguiding, the leading charity for girls and young women in the UK. We build girls' confidence and raise their aspirations; give them a chance to discover their potential and encourage them to be a powerful force for good. We give them a space to have fun.

Our leaders run Rainbows (4 to 7 years), Brownies (7 to 10 years), Guides (10 to 14 years) and Rangers (14 to 18 years). Girlguiding also has a community called Inspire for members aged 18-30.

We enable girls and young women to be the best they can be, whatever their ability or background. We offer new opportunities to girls in a broad diversity of communities through our network of volunteers.

Our Strategic Plan focuses on supporting volunteers to enable them to be inspirational leaders and offering every girl the chance to be her best and to have her voice heard.

We aim to maintain a large membership of girls who benefit from guiding and to strengthen the support to our volunteers to make guiding happen in the best way, across the region.

The Board of Trustees warmly thanks every volunteer for enabling our charity and our girls to thrive.

At the start of 2022 the Trustees and other representatives of Girlguiding Midlands updated the region's Strategic Plan which was aligned with Girlguiding's updated aims and objectives.

Our Trustees are delighted to present this report according to the themes of the 2022 Strategic Plan:

**1. Exceptional Experiences for Girls**

**2. Rewarding Volunteer Experience**

**3. Inclusive and Impactful Organisation**

**4. Brilliant Basics**

It must be acknowledged that Girlguiding's membership is still impacted following Covid-19 with some groups still meeting virtually and others who have found it more challenging to secure meeting spaces. However, the region was able to deliver activities for girls and for volunteers as well as provide training. The previous few years have taught everyone how to be more flexible in plan delivery.

## **OBJECTIVES AND ACTIVITIES**

### **Significant activities**

#### **THEME 1: Exceptional experiences for Girls**

The region was delighted to return to face-to-face experiences for girls and organised events for each section at venues such as Hatton Adventure, Drayton Manor, Shrewsbury Prison and the National Justice Museum. All were well received, and bookings went well; the region put on additional dates for the Rainbows at Hatton Adventure and the Guide event at Shrewsbury prison.

During the autumn term, the locations for the 2023 events were identified. The large-scale Guide and Ranger camp known as Megamix will take place in August 2023, though bookings for this opened during 2022. It is planned that there will also be activities for every section, including a visit and overnight camp for Brownies at Drayton Manor, and a Winter Themed day out for Rainbows and Brownies towards the end of the year. Events for the Inspire community (18-30) are also planned.

Although there were no international trips during 2022, the 2023 teams were selected and began their preparations for visits and service projects to the Isle of Man, the Adriatic coast and Serbia.

Region advisers met in person in October to network with county representatives and collect input for the 2023 plans.

#### **THEME 2: Rewarding Volunteer experience**

In May, a conference was held for the region commissioners. This provided an opportunity for many training sessions alongside networking. The guest speaker was Anna McNuff, Girlguiding Ambassador. In addition two weekends were organised for new commissioners to support them as they began their role.

Around 45 of the region's trainers met with trainers from Anglia region to hold a weekend of sharing ideas, training and support.

Training continued, mainly by virtual means. Throughout the year the region trainers made sure that sufficient courses were offered in Safeguarding and First Response. The region's Trustees carried out Insight Training and also attended a WAGGGS leadership course in October.

Adult volunteers were thanked during Volunteers' Week in June.

The region continues to hold regular Awards meetings and held its Chief Commissioner's Awards event in December for 57 volunteers.

In September several teams of leaders took part in a fun event based around the region. The teams completed activities to gain points and ended the weekend with an afternoon tea at Blackwell Court.

#### **THEME 3: Inclusive and Impactful organisation**

Subscriptions were paid by 49,339 in 2022 (43,673 members in February 2021). The membership trend showed the more expected model (pre-covid) with a dip to its lowest in February when the annual subscription is collected, rising through to the end of the summer term. During the summer months there is a smaller reduction in membership when units do not meet followed by a slight increase when units return in the autumn term. From December to February the numbers tend to decrease.

New enquiries for girl members remain high, though lower for adult volunteers.

#### **OBJECTIVES AND ACTIVITIES**

A new initiative began during the year called Get Out And Listen (GOAL) in order that the region team could have closer contact and receive feedback from grass roots (both leaders and girls).

A social action project was launched in partnership with The Trussell Trust. Individuals and groups were involved in donating food items to the Trust or their local foodbank while others have volunteered to help. The project runs until 22 February 2023. All profits from badge sales, along with any donations are passed to The Trussell Trust.

A week long awareness and recruitment initiative took place at the end of August. 'Betty Bus', a double decker wrapped in Girlguiding branding and activity images made its way around the region stopping at places where the public were present. Counties supported this by attending their nearest venue and volunteers engaged with members of the public.

Details of online events and opportunities were regularly updated on the region's website and promoted on social media. Regular e-newsletters were sent to volunteers containing key news items.

Fifty members took part in the parade at Birmingham PRIDE in September, whilst other volunteers manned a stall at the event. Betty Bus also joined the parade, which made a strong visual impact.

#### **THEME 4: Brilliant Basics**

The region's lead volunteer team has adapted in response to demand for subject matter advisers and to separate roles into more manageable sizes. The Finance committee and the Risk and Compliance committee have held regular meetings throughout the year. Each committee provides input to the region's Executive Committee meetings.

Changes to the Trustees are listed on page 1. These arose when county commissioner roles ended.

One member of staff resigned in October. Her replacement has been recruited and will begin work in January 2023.

Annual maintenance of the office fittings was carried out as planned.

The region's business plan was reviewed and updated at the end of each quarter, then presented to the Trustees.

#### **Public benefit**

The Charity's aims and objectives reflect those of The Guide Association which are described in the Royal Charter. The Trustees confirm that they have complied with the duty of section 17 of the Charities Act 2011 in 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.

## **FINANCIAL REVIEW**

### **Financial position**

The charity is heavily reliant on its main income from subscriptions.

The charity aims to operate at a small loss or break even with the organisation of events for members. In 2022, a deficit of £18,908 (2021: £3,231 surplus) was generated from these activities.

The finances of Girlguiding Midlands are governed by two basic principles:

- Financial resources should be used for the benefit of members
- Financial resources should be managed prudently having regard to both current and future members.

### **Investment policy and objectives**

The investment policy is governed by the Reserves policy as stated below and in particular the aims and objectives of the organisation. Other than amounts agreed by the Board of Trustees to be used for specifically designated projects, surplus Reserves may be invested primarily to generate income. Such income helps to cover annual costs and thus keeps members subscriptions lower than they would otherwise be. Work was carried out with the Investment Managers to ensure that only ethical investments were procured.

### **Reserves policy**

For this purpose, Reserves are defined as Free Reserves i.e. the liquid resources available to the Trustees to spend at their discretion to achieve the objectives of the organisation.

Free Reserves in Girlguiding Midlands are the Unrestricted Funds less the Tangible Fixed Assets.

Girlguiding Midlands retains adequate Free Reserves as working capital to meet its day to day needs and safeguard against unexpected deficits of income against expenditure. Reserves will be sufficient to not only cover such deficits but also allow enough headroom to deal with an uneven cash flow throughout the year. The minimum Free Reserves figure required is considered to be an amount equal to the organisation's annual expenditure and is reviewed annually in the light of changes to expenditure levels and the pattern of cash flows.

Any Reserves held by the organisation over and above that figure are at the disposal of the Trustees to meet their longer term strategic objectives. To the extent that these involve capital projects the estimated amounts will be designated for those purposes in the financial statements.

The free reserves as calculated above, represent about £2.90 per member (2021: £5.68).

The balance of restricted funds at the year end was £5,437 (2021: £4,758).

### **FUTURE PLANS**

Groups of key volunteers have met and prepared plans for 2023. The plan is presented to the Trustees for approval.

This process enables the region to make sure that its plan and subsequent actions and activities reflect the needs of the charity and the voice of its members.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Girlguiding Midlands is governed by an Executive Committee.

### **Trustees Induction and Training**

Most trustees are already familiar with the practical work of the Charity having undertaken similar roles within their County. Trustee training has been carried out to support volunteers and all Trustees sign an annual declaration to confirm their ability to be a region Trustee.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The major risks facing Girlguiding Midlands are regularly reviewed by the Risk and Compliance committee which makes recommendations to members of the Executive Committee.

## **TRUSTEES' RESPONSIBILITY STATEMENT**

The trustees 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).

The 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 the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**The Guide Association - Midlands  
Known as Girlguiding Midlands**

**Report of the Trustees  
for the Year Ended 31 December 2022**

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Approved by order of the board of trustees on 13 May 2023 and signed on its behalf by:

.....  
C Shinton - Trustee

### **Opinion**

We have audited the financial statements of The Guide Association - Midlands (the 'charity') for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including 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 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- 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 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**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our Report of the Independent Auditors thereon. The trustees are responsible for the other information contained within the annual report.

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.

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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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 where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; 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 the financial statements and for being satisfied that they 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.

**Audit 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 a Report of the Independent Auditors 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. Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the company and determined that the most significant which are directly relevant to specific assertions in the financial statements are those related to the financial reporting frameworks (UK Generally Accepted Accounting Practice, the Companies Act 2006) and the relevant tax compliance regulations in the jurisdiction in which the company operates. We enquired of management, whether they were aware of any instances of non-compliance with laws and regulations or whether they had any knowledge of actual, suspected or alleged fraud;
- We assessed the susceptibility of the entity's financial statements to material misstatement, including how fraud might occur;
- Our testing considered unusual or unexpected journal entries on a sample basis;
- We evaluated the assumptions and judgements used by management within significant accounting estimates and assessed if these indicate evidence of management bias;
- We tested significant transactions, in particular the evaluation of the business rationale for any which appear unusual or outside the company's normal course of business;
- We assessed the appropriateness of the collective competence and capabilities of the engagement team by understanding the practical experience with audit engagements of a similar nature and complexity, plus ensuring the team had appropriate and relevant training of the financial reporting framework and the relevant tax compliance regulations specific to the entity.
- We reviewed the financial statements and tested the disclosures against supporting documentation;
- We communicated relevant matters to all members of the audit team to ensure they understood the risks specific to the entity and the audit procedures planned to mitigate these.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**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 auditors' 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.

The Rowleys Partnership Ltd  
Statutory Auditors  
Chartered Accountants  
Charnwood House  
Harcourt Way  
Meridian Business Park  
Leicester  
Leicestershire  
LE19 1WP

Date: 13 May 2023

The Guide Association - Midlands  
Known as Girlguiding Midlands

Statement of Financial Activities  
for the Year Ended 31 December 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	3	36,773	5,226	41,999	8,027
<b>Charitable activities</b>					
Guiding activities	5	323,141	-	323,141	313,309
Investment income	4	19,449	-	19,449	18,797
<b>Total</b>		<u>379,363</u>	<u>5,226</u>	<u>384,589</u>	<u>340,133</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Guiding activities	6	242,606	4,547	247,153	114,469
Management support costs		78,863	-	78,863	64,133
Direct costs		152,588	-	152,588	115,328
<b>Total</b>		<u>474,057</u>	<u>4,547</u>	<u>478,604</u>	<u>293,930</u>
Net gains/(losses) on investments		<u>(107,087)</u>	<u>-</u>	<u>(107,087)</u>	<u>75,239</u>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(201,781)</b>	<b>679</b>	<b>(201,102)</b>	<b>121,442</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>1,402,076</u>	<u>4,758</u>	<u>1,406,834</u>	<u>1,285,392</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>1,200,295</u></u>	<u><u>5,437</u></u>	<u><u>1,205,732</u></u>	<u><u>1,406,834</u></u>

The notes form part of these financial statements

The Guide Association - Midlands  
Known as Girlguiding Midlands

Balance Sheet  
31 December 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	35,060	-	35,060	31,676
Investments	13	<u>1,022,005</u>	<u>-</u>	<u>1,022,005</u>	<u>1,127,282</u>
		1,057,065	-	1,057,065	1,158,958
<b>CURRENT ASSETS</b>					
Stocks	14	14,351	-	14,351	19,283
Debtors: amounts falling due within one year	15	38,379	-	38,379	12,146
Cash at bank		<u>218,488</u>	<u>5,437</u>	<u>223,925</u>	<u>285,223</u>
		271,218	5,437	276,655	316,652
<b>CREDITORS</b>					
Amounts falling due within one year	16	<u>(127,988)</u>	<u>-</u>	<u>(127,988)</u>	<u>(68,776)</u>
<b>NET CURRENT ASSETS</b>					
		<u>143,230</u>	<u>5,437</u>	<u>148,667</u>	<u>247,876</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>1,200,295</u>	<u>5,437</u>	<u>1,205,732</u>	<u>1,406,834</u>
<b>NET ASSETS</b>					
		<u><u>1,200,295</u></u>	<u><u>5,437</u></u>	<u><u>1,205,732</u></u>	<u><u>1,406,834</u></u>

The notes form part of these financial statements

The Guide Association - Midlands  
Known as Girlguiding Midlands

Balance Sheet - continued  
31 December 2022

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<b>FUNDS</b>	17		
Unrestricted funds:			
General Fund		178,290	279,552
Capital Fund		<u>1,022,005</u>	<u>1,122,524</u>
		<u>1,200,295</u>	<u>1,402,076</u>
Restricted funds:			
D H Marshall		4,261	4,758
Buchanan Legacy Fund		226	-
Generation Green		<u>950</u>	<u>-</u>
		<u>5,437</u>	<u>4,758</u>
<b>TOTAL FUNDS</b>		<u><u>1,205,732</u></u>	<u><u>1,406,834</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 13 May 2023 and were signed on its behalf by:

.....  
C Shinton - Trustee

The notes form part of these financial statements

The Guide Association - Midlands  
Known as Girlguiding Midlands

Cash Flow Statement  
for the Year Ended 31 December 2022

Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>		
Cash generated from operations                      1	<u>(72,434)</u>	<u>37,271</u>
Net cash (used in)/provided by operating activities	<u>(72,434)</u>	<u>37,271</u>
<b>Cash flows from investing activities</b>		
Purchase of tangible fixed assets	(6,503)	(3,547)
Purchase of fixed asset investments	(373,217)	(583,707)
Sale of tangible fixed assets	-	1,667
Sale of fixed asset investments	342,355	111,737
Movement in cash investments	29,052	123,175
Interest received	427	11
Dividends received	<u>19,022</u>	<u>18,786</u>
Net cash provided by/(used in) investing activities	<u>11,136</u>	<u>(331,878)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		
	(61,298)	(294,607)
<b>Cash and cash equivalents at the beginning of the reporting period</b>	<u>285,223</u>	<u>579,830</u>
<b>Cash and cash equivalents at the end of the reporting period</b>	<u>223,925</u>	<u>285,223</u>

The notes form part of these financial statements

Notes to the Cash Flow Statement  
for the Year Ended 31 December 2022

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
<b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b>	(201,102)	121,442
<b>Adjustments for:</b>		
Depreciation charges	3,119	2,191
Losses/(gain) on investments	107,087	(75,239)
Interest received	(427)	(11)
Dividends received	(19,022)	(18,786)
Decrease/(increase) in stocks	4,932	(8,589)
(Increase)/decrease in debtors	(26,233)	102,859
Increase/(decrease) in creditors	<u>59,212</u>	<u>(86,596)</u>
<b>Net cash (used in)/provided by operations</b>	<u>(72,434)</u>	<u>37,271</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.22 £	Cash flow £	At 31.12.22 £
<b>Net cash</b>			
Cash at bank	<u>285,223</u>	<u>(61,298)</u>	<u>223,925</u>
<b>Total</b>	<u>285,223</u>	<u>(61,298)</u>	<u>223,925</u>

## 1. CHARITY INFORMATION

The Guide Association - Midlands is an unincorporated charity registered with the Charity Commission for England and Wales. The contact address is 21 Lower Church Street, Ashby de la Zouch, Leicestershire LE65 1AB.

## 2. ACCOUNTING POLICIES

### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations, grants, legacies, subscriptions and dividend income are included in the year in which they are receivable, which is when the charity becomes entitled to the resource. Bank interest received on deposits is accounted for on an accruals basis.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

Income from events is recognised at the point of delivery of the event.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

## 2. ACCOUNTING POLICIES - continued

### Expenditure

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include management costs. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

Expenditure on events is recognised at the point of delivery of the event.

### Charitable activities

The charity has met its charitable purpose by undertaking training and education programmes on a weekly basis to girls and young women across the Midland Region. In addition the charity has provided support and grants to individuals to allow them to attend events.

### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- 0% depreciation
Plant and machinery	- 33% on cost
Fixtures and fittings	- 20% on cost

Freehold property is maintained to such a standard that the residual value is at least equal to the book value at any given time. Consequently no depreciation has been provided and any provision that would otherwise be required under FRS102 is not considered to be material.

Fixed assets are reviewed for impairment if events or changes in circumstances indicate that the carrying amount may not be recoverable or as otherwise required by relevant accounting standards.

### Stocks

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

### Taxation

The charity is exempt from tax on its charitable activities. Expenses are inclusive of VAT where applicable.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

## 2. ACCOUNTING POLICIES - continued

### **Donated services**

A large number of training and education programmes have been taken and supervised by volunteers. These are not valued in the accounts in accordance with FRS 102 due to the difficulty in ascertaining the hours involved and a reliable cost figure.

### **Fixed assets investments**

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

### **Cash and cash equivalents**

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances are initially measured at transaction price including transaction costs and subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

### **Employee benefits**

The cost of short-term employee benefits are recognised as a liability and an expense. The cost of any unused holiday entitlement is recognised in the period in which the employees' services are received. Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### **Pension costs and other post- retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statements of Financial Activities in the period to which they relate.

### **Leasing commitments**

Operating leases and the payments made under them are charged to the Statement of Financial Activities on a straight line basis over the lease term.

2. ACCOUNTING POLICIES - continued

**Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from the date of approving these financial statements. The budgeted income and expenditure is sufficient with the level of reserves, for the charity to be able to continue as a going concern.

3. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total 31.12.22 £	Unrestricted Funds £	Restricted Funds £	Total 31.12.21 £
HQ new unit grant	3,254	-	3,254	4,764	-	4,764
Buchanan Legacy Fund	-	226	226	-	215	215
HQ King George A	880	-	880	831	-	831
HQ King George B	113	-	113	107	-	107
Unit Recovery Grant	5,179	-	5,179	-	-	-
Generation Green Grant	-	5,000	5,000	-	-	-
HQ First Response Training Grant	14,235	-	14,235	-	-	-
DCMS Uniformed Youth Fund	11,612	-	11,612	-	-	-
Donations & other income	<u>1,500</u>	<u>-</u>	<u>1,500</u>	<u>2,110</u>	<u>-</u>	<u>2,110</u>
	<u><u>36,773</u></u>	<u><u>5,226</u></u>	<u><u>41,999</u></u>	<u><u>7,812</u></u>	<u><u>215</u></u>	<u><u>8,027</u></u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2022

4. INVESTMENT INCOME

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	31.12.22 £	£	£	31.12.21 £
Bank deposit interest	18	-	18	11	-	11
Interest on investments	409	-	409	-	-	-
Dividends	<u>19,022</u>	-	<u>19,022</u>	<u>18,786</u>	-	<u>18,786</u>
	<u>19,449</u>	-	<u>19,449</u>	<u>18,797</u>	-	<u>18,797</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	2022 Guiding activities £	2021 Total activities £
Subscriptions	246,695	261,414
Events	55,608	28,650
Badge and books income	<u>20,838</u>	<u>23,245</u>
	<u>323,141</u>	<u>313,309</u>

Of total income from charitable activities £323,141 (2021: £313,309) was unrestricted and £Nil (2021: £Nil) was restricted.

Events income relates to camps, outings and overseas trips organised by the region for the benefit of its members.

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7) £	Support costs (see note 8) £	Totals £
Guiding activities	246,603	550	247,153
Management support costs	-	78,863	78,863
Direct costs	<u>152,588</u>	<u>-</u>	<u>152,588</u>
	<u>399,191</u>	<u>79,413</u>	<u>478,604</u>

Of total expenditure on charitable activities £474,057 (2021: £284,187) was unrestricted and £4,547 (2021: £9,743) was restricted.

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2022 £	2021 £
Staff costs	140,955	105,642
Printing and stationery	11,633	9,686
Events	74,516	25,419
Bursaries and grants	50,431	23,823
Conferences and committees	22,875	14,145
Training and development	70,688	24,939
Badge and books cost of production	<u>28,093</u>	<u>25,243</u>
	<u>399,191</u>	<u>228,897</u>

The region offers several events to its young members throughout the year most of which are self-funding. For some international events an agreed bursary is offered to leaders and participants.

8. SUPPORT COSTS

	Other £	Governance costs £	Totals £
Guiding activities	550	-	550
Management support costs	<u>60,001</u>	<u>18,862</u>	<u>78,863</u>
	<u>60,551</u>	<u>18,862</u>	<u>79,413</u>

**Management support costs**

	31.12.22 £	31.12.21 £
Water rates	452	214
Light and heat	2,396	2,420
Telephone, postage and broadband	15,280	18,183
Insurance	2,357	1,916
Accountancy	5,167	5,059
Hire of equipment	1,013	1,755
Repairs and renewals	19,072	5,103
Depreciation	3,119	3,859
Sundry expenses	3,969	2,817
Bank charges	105	90
Investment management costs	<u>7,621</u>	<u>5,508</u>
	<u>60,551</u>	<u>46,924</u>

**Governance costs**

	31.12.22 £	31.12.21 £
Staff costs	15,662	11,738
Auditors' remuneration	3,200	3,200
Legal fees	<u>-</u>	<u>3,171</u>
	<u>18,862</u>	<u>18,109</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2022

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**9. AUDITORS' REMUNERATION**

The amount payable to the auditor was £7,170 (2021: £7,170), including £3,200 (2021: £3,200) for audit services and £3,970 (2021: £3,970) for other services.

**10. TRUSTEES' REMUNERATION AND BENEFITS**

	31.12.22	31.12.21
The average weekly number of trustees during the year	<u>13</u>	<u>15</u>

None of the trustees received any remuneration during the current or previous year.

**Trustees' expenses**

Expenses totalling £8,553 (2021: £3,888) were paid to 13 trustees (2021: 13) during the year for travelling expenses and administration costs.

**11. STAFF COSTS**

	31.12.22	31.12.21
	£	£
Staff costs were as follows:		
Wages and salaries	143,055	107,487
Pension costs - defined contribution scheme	5,874	5,050
Social security costs	<u>7,688</u>	<u>4,843</u>
	<u>156,617</u>	<u>117,380</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Administration staff	<u>7</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

12. TANGIBLE FIXED ASSETS

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Totals £
<b>COST</b>				
At 1 January 2022	26,416	26,835	16,571	69,822
Additions	-	6,503	-	6,503
Disposals	-	(6,525)	-	(6,525)
At 31 December 2022	<u>26,416</u>	<u>26,813</u>	<u>16,571</u>	<u>69,800</u>
<b>DEPRECIATION</b>				
At 1 January 2022	-	21,576	16,570	38,146
Charge for year	-	3,119	-	3,119
Eliminated on disposal	-	(6,525)	-	(6,525)
At 31 December 2022	-	<u>18,170</u>	<u>16,570</u>	<u>34,740</u>
<b>NET BOOK VALUE</b>				
At 31 December 2022	<u>26,416</u>	<u>8,643</u>	<u>1</u>	<u>35,060</u>
At 31 December 2021	<u>26,416</u>	<u>5,259</u>	<u>1</u>	<u>31,676</u>

13. FIXED ASSET INVESTMENTS

	2022 £	2021 £
Shares	950,935	1,027,160
Other	<u>71,070</u>	<u>100,122</u>
	<u>1,022,005</u>	<u>1,127,282</u>

13. FIXED ASSET INVESTMENTS - continued

Additional information as follows:

		Listed investments £
<b>MARKET VALUE</b>		
At 1 January 2022		1,027,160
Additions		373,217
Disposals		(342,355)
Revaluations		<u>(107,087)</u>
At 31 December 2022		<u>950,935</u>
<b>NET BOOK VALUE</b>		
At 31 December 2022		<u>950,935</u>
At 31 December 2021		<u>1,027,160</u>
	31.12.22	31.12.21
	£	£
Quilter Cheviot fixed interest investments	206,475	160,789
Quilter Cheviot UK equities	191,150	214,378
Quilter Cheviot overseas equities	416,330	508,938
Quilter Cheviot alternative investments	<u>136,980</u>	<u>143,055</u>
	<u>950,935</u>	<u>1,027,160</u>

Investments (neither listed nor unlisted) were as follows:

	2022	2021
	£	£
Cash investments	<u>71,070</u>	<u>100,122</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2022

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<b>14. STOCKS</b>		
	2022	2021
	£	£
Stocks	<u>14,351</u>	<u>19,283</u>
<b>15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
	2022	2021
	£	£
Trade debtors	12,082	370
Amounts paid in advance	20,436	6,505
Prepayments	<u>5,861</u>	<u>5,271</u>
	<u>38,379</u>	<u>12,146</u>
<b>16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
	2022	2021
	£	£
Trade creditors	6,431	505
Social security and other taxes	3,371	5,411
Other creditors	815	716
Events deferred income	106,538	54,542
Accrued expenses	<u>10,833</u>	<u>7,602</u>
	<u>127,988</u>	<u>68,776</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2022

17. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
<b>Unrestricted funds</b>				
General Fund	279,552	(106,504)	5,242	178,290
Capital Fund	<u>1,122,524</u>	<u>(95,277)</u>	<u>(5,242)</u>	<u>1,022,005</u>
	1,402,076	(201,781)	-	1,200,295
<b>Restricted funds</b>				
D H Marshall	4,758	(497)	-	4,261
Buchanan Legacy Fund	-	226	-	226
Generation Green	-	950	-	950
	<u>4,758</u>	<u>679</u>	<u>-</u>	<u>5,437</u>
<b>TOTAL FUNDS</b>	<u>1,406,834</u>	<u>(201,102)</u>	<u>-</u>	<u>1,205,732</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General Fund	359,932	(466,436)	-	(106,504)
Capital Fund	<u>19,431</u>	<u>(7,621)</u>	<u>(107,087)</u>	<u>(95,277)</u>
	379,363	(474,057)	(107,087)	(201,781)
<b>Restricted funds</b>				
D H Marshall	-	(497)	-	(497)
Buchanan Legacy Fund	226	-	-	226
Generation Green	<u>5,000</u>	<u>(4,050)</u>	<u>-</u>	<u>950</u>
	<u>5,226</u>	<u>(4,547)</u>	<u>-</u>	<u>679</u>
<b>TOTAL FUNDS</b>	<u>384,589</u>	<u>(478,604)</u>	<u>(107,087)</u>	<u>(201,102)</u>

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
<b>Unrestricted funds</b>				
General Fund	572,654	44,436	(337,538)	279,552
Capital Fund	<u>698,452</u>	<u>86,534</u>	<u>337,538</u>	<u>1,122,524</u>
	1,271,106	130,970	-	1,402,076
<b>Restricted funds</b>				
D H Marshall	4,796	(38)	-	4,758
Buchanan Legacy Fund	<u>9,490</u>	<u>(9,490)</u>	<u>-</u>	<u>-</u>
	<u>14,286</u>	<u>(9,528)</u>	<u>-</u>	<u>4,758</u>
<b>TOTAL FUNDS</b>	<u><u>1,285,392</u></u>	<u><u>121,442</u></u>	<u><u>-</u></u>	<u><u>1,406,834</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General Fund	323,115	(278,679)	-	44,436
Capital Fund	<u>16,803</u>	<u>(5,508)</u>	<u>75,239</u>	<u>86,534</u>
	339,918	(284,187)	75,239	130,970
<b>Restricted funds</b>				
D H Marshall	-	(38)	-	(38)
Buchanan Legacy Fund	<u>215</u>	<u>(9,705)</u>	<u>-</u>	<u>(9,490)</u>
	<u>215</u>	<u>(9,743)</u>	<u>-</u>	<u>(9,528)</u>
<b>TOTAL FUNDS</b>	<u><u>340,133</u></u>	<u><u>(293,930)</u></u>	<u><u>75,239</u></u>	<u><u>121,442</u></u>

**Restricted Funds**

**D H Marshall**

This fund is utilised for the purchase of additional uniform as required by the current Chief and Deputy Chief Commissioners, as agreed by the Midlands Region Executive Committee.

**Buchanan Legacy Fund**

This fund is available for use at the sole discretion of the Region Chief Commissioner.

**17. MOVEMENT IN FUNDS - continued**

**Generation Green**

This fund is to be utilised to provide outdoor training to volunteers.

**18. EMPLOYEE BENEFIT OBLIGATIONS**

**Defined Contribution**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund.

	31.12.22	31.12.21
	£	£
Contributions payable by the charity for the year	<u>5,874</u>	<u>5,050</u>

**19. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2022.

**Connected Charities**

The Guide Association of 17/19 Buckingham Palace Road, London SW1W 0PT is the leading charity for girls and young women. Girlguiding Midlands is one of a number of charities administering guiding on behalf of the Association in the different counties and regions of the United Kingdom.

As part of a national administrative process Girlguiding Midlands subscriptions are collected on its behalf by The Guide Association and remitted back.

