



### Trustee Annual Report Form – Template

This template is to provide guidance to units who are completing a Trustee Annual Report for the NI Charity Commission. If you do not wish to use this form please ensure that the headings in this guidance are followed when completing a Trustee Annual Report.

**All Girlguiding Ulster Charities are governed by the Royal Charter and Bye-laws.**

**The Purpose of each of these Charities is to educate girls and young women to help them develop emotionally, mentally, physically and spiritually so that they can make a positive contribution to their Community and the wider world.**

**Name of Charity as it appears on the Register and any other names it may be known by**

1<sup>st</sup> Mourne Brownie Unit

**NI Charity Commission Number**

104310

**The principal address of the Charity- this should be the address that was used at the time of registration with the Charity Commission**

The Guide Association 30 Station Road Holywood County Down BT18 0BP

**The names of all Charity Trustees on the date the report was approved and all individuals who served as Charity Trustees during the year**

Elizabeth Cairnduff

Natalie Leneghan



The financial year the report relates to – for example, 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017

1<sup>st</sup> September 2023 to 31<sup>st</sup> August 2024

**A summary of the Charity's main activities to further its purposes for the public benefit and the main achievements in the year**

21 girls commenced the year with three leaving just before Easter. The average attendance each week was 18. The girls followed the themes of Know Myself and Have Adventures. The Know Myself theme is all about understanding emotions, building confidence and, of course, learning about themselves. Activities included learning how to stand up to bullies, how to play a full part as a team member and how to always try to put forward the best feelings. The girls also found out about their local area by completing their Local History badge around the interesting buildings and views in Newcastle. The Have Adventures theme gives girls the chance to overcome fears, try new activities and learn survival skills. Being in the out of doors has always been important in Guiding programmes and the girls learnt how to waterproof their rucksacks, choose the right fires for appropriate weathers and invent gadgets to keep their campsites tidy. They also studied their Space badge which included suitable exercises and food for astronauts. The girls also took part in activities for UK parliament week with a visit from Local Councillors and held a sponsored walk to raise funds for the unit. Girls achieved Gold, Silver and Bronze awards as the result of 3, 2, and 1 years activities in their themes. 7 girls and 2 leaders attended a weekend camp at Lorne Guide centre in June 2024 with numerous activities including learning country dancing, abseiling, archery, map reading and campfire singing.

Contact was maintained through a facebook site and Whatsapp group with parents

There was no harm flowing from the Charities purposes and there was no private benefit.

**A statement that the Trustees have had regard to the Commission's Public Benefit requirement statutory guidance**

All trustees are aware of the Commission's Public Benefit requirement statutory guidance.



**A review of the Charity's financial position at the end of the year**

Total income £2820

Total expenditure £3,153

Leaving a deficit of £333. This was due to the accommodation provider cashing the cheque in this financial year which should have been cashed in the previous financial year. This was debited from the balance brought forward of £699 giving £366 at 31<sup>st</sup> August 2024.

**Details of any fund held by the Charity that was materially in deficit at the end of the year and steps taken by the Charity Trustees to eliminate the deficit**

If there had not been difficulties as described above the income and expenditure would have balanced. However so help improve the financial situation and allow further activities to be added to the programme a grant from EA was applied for and was awarded just after the financial year was completed.

**One or more of the Charity Trustees must sign and date the box below.**

F. Elizabeth Caundiff

3/3/2025