

**THE GUIDE ASSOCIATION TRUST CORPORATION**

**LIMITED BY GUARANTEE**  
**(Registered Company Number 333303)**  
**(Registered Charity Number 306018)**

**DIRECTORS REPORT AND FINANCIAL STATEMENTS**

**31 DECEMBER 2009**

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**THE GUIDE ASSOCIATION TRUST CORPORATION  
LIMITED BY GUARANTEE**

**DIRECTORS REPORT AND FINANCIAL STATEMENTS**

**31 DECEMBER 2009**

**PKF (UK) LLP**

**THE GUIDE ASSOCIATION TRUST CORPORATION**  
**LIMITED BY GUARANTEE**

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**THE GUIDE ASSOCIATION TRUST CORPORATION**  
**LIMITED BY GUARANTEE**  
**DIRECTORS REPORT AND FINANCIAL STATEMENTS AT 31 DECEMBER 2009**

**COMPANY INFORMATION**

**Secretary** – Roger Peters

**Registered Company Number** – 333303

**Registered Charity Number** – 306018

**Registered Office** – The Guide Association Trust Corporation  
17 – 19 Buckingham Palace Road  
London  
SW1 0PT

**THE GUIDE ASSOCIATION TRUST CORPORATION**  
**LIMITED BY GUARANTEE**  
**DIRECTORS REPORT AT 31 DECEMBER 2009**

**(1) Constitution**

The Guide Association Trust Corporation is a company limited by guarantee and a registered charity which is governed by its Memorandum and Articles of Association

**(2) Principal Activities**

The Trust Corporation holds land, buildings, investments, funds or other property in trust for the benefit of The Guide Association or any branch thereof and property jointly for The Guide Association and The Scout Association

The Trust Corporation had no assets or liabilities of its own at 31 December 2009

The Trust Corporation has not traded during the year under review

**(3) Public Benefit**

The Trust Corporation has continued its public benefit activities of providing trustee services and advice to the branches of the Guide Association. The Guide Association and its branches are charities which collectively form the United Kingdom's largest voluntary organisation for girls and young women. A report on the public benefit activities of the Guide Association during 2009 can be found in its latest annual report

**(4) Directors**

The members of the Board of Management (trustees) of the charity (and also directors of the company for the purposes of company law) who served during the year were

Liz Burnley (Chairman)  
Maureen Davies  
Charlotte Hornby  
Graham Littlewood (Honorary Treasurer)  
Judith Morley  
Susan Wieck (retired April 2009)  
Janet Tilley (appointed April 2009)  
Elaine King  
Jean Priestley

**(4) Information made available to auditors**

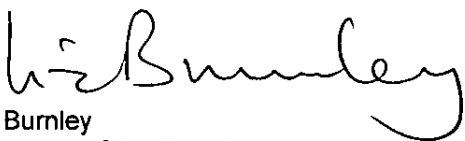
Each of the members of the Board of Management has confirmed that so far as they are aware, there is no relevant audit information of which the charitable company's auditors are unaware, and that they have taken all the steps that they individually ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information

**(5) Auditors**

The auditors, PKF (UK) LLP, will be proposed for reappointment in accordance with section 385 of the Companies Act 1985 at the Annual General Meeting

The report of the directors has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006

This report was approved by the Board on ~~28th~~ April 2010 and signed on its behalf

A handwritten signature in black ink, appearing to read 'Liz Burnley', with a stylized, cursive script.

Liz Burnley  
Chairman of the Board

**THE GUIDE ASSOCIATION TRUST CORPORATION**  
**(Company Limited by Guarantee and not having Share Capital)**  
**STATEMENT OF RESPONSIBILITIES OF MEMBERS**  
**OF THE BOARD OF MANAGEMENT**

The trustees are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those 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,
- make judgments and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE GUIDE ASSOCIATION TRUST CORPORATION**

We have audited the financial statements of The Guide Association Trust Corporation for the year ended 31 December 2009 which comprise the statement of financial activities, the balance sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

The responsibilities of the trustees (who are also the directors of the company for the purposes of company law) for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom accounting standards ('United Kingdom Generally Accepted Accounting Practice') and for being satisfied that the financial statements give a true and fair view are set out in the statement of trustees' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the trustees' annual report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with those accounting records, if we have not received all the information and explanations we require for our audit or if certain disclosures of trustees' remuneration specified by law are not made.

We read the trustees' annual report and consider the implications for our report if we become aware of any apparent misstatements within it.

### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### **Opinion**

In our opinion:

- the financial statements give a true and fair view of the state of the charity's affairs as at 31 December 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- the information given in the trustees' annual report is consistent with the financial statements.

PKF(UK)LLP

Ian Mathieson

Senior statutory auditor

London, UK  
26 APRIL 2010

For and on behalf of PKF (UK) LLP, Statutory auditors



# **THE GUIDE ASSOCIATION TRUST CORPORATION**

**(A company limited by Guarantee)  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2009**

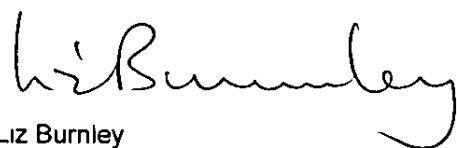
The charitable company has not traded during the year. During this period, the charitable company received no income and incurred no expenditure and therefore made neither surplus or deficit.

## **BALANCE SHEET AT 31 DECEMBER 2009**

The charitable company had no assets, liabilities, share capital or reserves at 31 December 2009 and 31 December 2008.

The financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Board on ~~28th April 2010~~ 28th April 2010 and were signed on its behalf.



Liz Burnley  
Chairman of the Board

**THE GUIDE ASSOCIATION TRUST CORPORATION**  
(A company limited by Guarantee)  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2009**

**1 ACCOUNTING POLICIES**

**1 1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice for Accounting and Reporting by Charities ("The Charities SORP 2005")