

**CHARITY NO: SC010980**

**COMPANY NO: SC332331**

**THE GIRLS' BRIGADE IN SCOTLAND  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2022**

**WEDNESDAY**



**\*SBC2PTDE\***

**SCT**

**07/09/2022**

**#55**

**COMPANIES HOUSE**

**THE GIRLS' BRIGADE IN SCOTLAND  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

	<b>PAGE</b>
Reference and Administrative information	1
Report of the Trustees	2 – 12
Independent Examiner's Report	13
Statement of Financial Activities	14
Balance Sheet	15
Notes to the Financial Statements	16 – 28

## THE GIRLS' BRIGADE IN SCOTLAND

### REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

**Charity Name:** The Girls' Brigade in Scotland

**Registered Office & Operational Address:** 11A Woodside Crescent, Glasgow, G3 7UL.

**Charity Registration Number:** SC010980

**Company Registration Number:** SC332331

**Trustees:**

Jennifer Major, President	(Demitted office – 18 September 2021)
Laura Jane Quilter, President	(Entered office – 18 September 2021)
Margaret Cooper, Vice President	(Demitted office – 18 September 2021)
Christine Bappoo, Vice President	(Entered office – 18 September 2021)
Gemma Dearie, Vice President	
Rev Jonathan Fleming, Chaplain	
Alexis Findlay	(Demitted office – 18 September 2021)
Fiona Macfarlane	(Demitted office – 18 September 2021)
Elaine Brown	
Iona Quilter	
Taylor Louise Bennett, Youth Representative	(Demitted office – 18 September 2021)
Andrea Kirkhope, Youth Representative	(Demitted office – 18 September 2021)
Janet Macleod	(Entered office – 18 September 2021)
Jayne Samson Copeland	(Entered office – 18 September 2021)
Emma McNally	(Entered office – 18 September 2021)
Karen Zeilinski	(Entered office – 18 September 2021)

**Secretary:** M Caroline Goodfellow, Chief Executive.

**Independent Examiners:** Wylie & Bisset LLP  
168 Bath Street  
Glasgow  
G2 4TP

**Bankers:** HBOS  
Sauchiehall Street  
Glasgow  
G2 3EY

**Solicitors:** Shepherd & Wedderburn  
191 W George Street  
Glasgow  
G2 2LB

**Insurers:** Boyd & Co (working with Royal Sun Alliance)  
7 Mill Street  
Paisley  
PA1 1LY

**Investment Managers:** Tilney Bestinvest  
130 St Vincent Street  
Glasgow  
G2 5

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

The Directors of The Girls' Brigade in Scotland, who are also Trustees of the charity for the purposes of the Charities and Trustee Investment (Scotland) Act 2005, have pleasure in submitting to the Members their annual report with the financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Memorandum and Articles of Association, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 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 (FRS 102) (effective 1 January 2019).

The legal and administrative information on page one forms part of this report.

#### **Governing Document**

The Girls' Brigade in Scotland (GBS) is incorporated under the Companies Acts as a company limited by guarantee without share capital and is accordingly governed by a Memorandum and Articles of Association as adopted on incorporation of the company on 12 October 2007.

The Members of GBS have each guaranteed its liabilities up to £1.

GBS is also a registered Scottish Charity registered under Charity Number SC010980 with the Office of the Scottish Charities Regulator.

#### **Structure, Governance and Management**

The directors are both charity trustees and company directors. The directors include those designated as office bearers and all are elected by the Members of GBS in accordance with provisions set out in the Articles of Association. This requires nominations to be made in writing and in the event of there being more than one nomination for the relevant post, regulations made by GBS provide for the election of directors to be conducted by postal ballot of companies. Directors who hold the role of President, Vice President, and Treasurer are eligible for nomination for a maximum of two three-year terms. The National Chaplain is elected for a term of three years and is not eligible for a further term. All other directors are elected for a three-year term and are not eligible for re-election to the executive for a further two-year period unless they are elected as office bearers or co-opted for a specific purpose.

As per the requirements of the Constitution, Mrs Elaine Brown and Miss Iona Quilter, both Elected Members, will stand down at the Annual General Meeting on 10 September 2022, having completed their full term plus an additional year due to the pandemic. Nominations were sought in April 2022, but no nominations were received by the closing date. The nomination process has re-opened with a closing date of 19 August 2022. Expressions of interest have already been received and those elected will take up their roles at the AGM on 10 September 2022.

The Chief Executive acts as a Company Secretary to the company and is not a director of the company. The Chief Executive is therefore a non-voting attendee at meetings of the Executive. Additional directors, whether members of GBS or otherwise, up to a maximum of three, may be co-opted for a maximum of two years on an annual basis by the Executive. There have been no co-options during this period.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Directors' Induction and Training**

Directors are familiar with the work of the charity and will generally have held positions of responsibility within companies or divisions prior to being elected to the Executive.

GBS continues to be aware of its responsibility to provide training to directors on the role which they are undertaking in the governance of the charity. A 'Code of Conduct' for Directors is signed annually by all Directors and is updated as required to reflect any changes within the organisation. During the period under review, Governance training and written information on roles and responsibilities was provided as part of the Executive residential weekend and is undertaken by all Directors. Any new Director unable to attend this will undergo a separate induction process at a later stage. The Chief Executive provides updates on legislative and regulatory changes via regular reports to the Executive as well as providing updates and recommendations on good practice, particularly in areas of safeguarding, insurance and risk management. Similarly, regular updates are provided in respect of developments and issues arising in the sector.

##### **The Executive's Responsibilities**

The Executive is responsible for the management and supervision of all aspects of the work of GBS. The 2020-21 session saw membership numbers, and subsequently membership income, significantly reduced. The 2021-22 session saw the return of in person youth work for the first time since March 2020 following a process of rigorous risk assessment to minimise risk to members and their families. The Executive continued its promise to support Companies by offering a reduced fee of £15 per member, conscious that the majority had done no fundraising during lockdown and that many families were struggling due to loss of income and higher living costs. 138 Companies returned to in person working, although many started later than normal, with another few choosing to work virtually. Other Companies chose not to reopen at all although some are planning to restart for session 2022-23.

The Executive has long been aware of the issues of long-term viability of the organisation, following systematic decline over the last 16 years. This has been a major focus for the Executive and the pandemic has added to the issues faced by GBS. The Executive has met all the stated objectives of Year 1 of the Building for the Future Strategic Plan and introduced several additional measures to help support Leaders and Companies to return to in person work with confidence and, overall, this has been successful for many.

Membership currently sits at just over 4,200 girls and Leaders which is still far short of where the organisation was in March 2020, but it is good to have this number actively working through what has been a challenging session with further lockdown periods due to new waves of Covid-19. The focus for the period under review was getting Companies back together, working safely and rebuilding relationships with their members. Overall, this has been successful and Year 2 of the Strategic Plan will focus on recruitment of new members, further consolidation of Companies and reengaging with those Companies who plan to start again in session 2022-23.

Other areas of work have continued virtually and have proved successful, and it is likely that the majority of these will continue in that format as our members have stated a desire for this, indicating savings of time, finance, travel, etc.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **The Executive's Responsibilities (continued)**

Pre-pandemic, the Executive met around 5 times per year but now meet virtually for 6 or 7 shorter meetings in addition to sub-groups, etc. This has proved beneficial and allows for good discussion, analysis of feedback from members, prior to decision making. This is done following detailed discussion and briefings, usually by consensus but voting may take place for major decisions. The responsibility for implementing and delivering decisions, policies and procedures agreed by the Executive is devolved to the Chief Executive and the staff team at GB HQ.

The Executive's responsibilities include:

- Promoting the aims and objectives of GBS, as noted below.
- Promoting the best interests of GBS.
- The administration of the organisation and of all its assets in the interest of its current and future beneficiaries.
- Bringing independent judgement to bear on issues of strategy, resources and performance; and
- Encouraging the delivery of programmes to members of GBS to the highest possible standards.

##### **Chief Executive**

The Chief Executive is the senior member of staff of GBS and Company Secretary of The Girls' Brigade in Scotland as a charitable company. The Chief Executive is responsible for the day-to-day management of the affairs of GBS and for implementing the policies agreed by the Executive.

##### **Objectives and Activities**

The principal objective of GBS continues to be to help girls to become followers of the Lord Jesus Christ and through self-control, reverence and a sense of responsibility to find a true enrichment of life.

##### **Achievements and Performance**

GBS is a Christian based, inter-denominational organisation, which has operated throughout Scotland for 129 years. Membership is open to girls/young women across the social and economic spectrum; from all faiths or none and from a wide variety of cultural backgrounds. It is our policy, wherever possible, to include those who are challenged by physical or mental disability. The key objects of GBS are as outlined in the Constitution:

*"To help girls become followers of the Lord Jesus Christ, and through self-control, reverence and a sense of responsibility, find true enrichment of life. This is done by the formation, development, encouragement and support of local groups for the purposes of training and development of individual capabilities, skills and understanding of the social challenges facing young people as they grow in wisdom and stature, such education and teaching to include respect for other religions."*

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Achievements and Performance (continued)**

To assist in delivering these objectives, GBS has a small professional staff team who deliver support to adult volunteer leaders in respect of training, programmes, materials, activities/events so that they may support girls/young women from P1-S6 in delivering the above objectives. In addition, the activities and training offered to membership is based on the Curriculum for Excellence and GIRFEC with the aim of encouraging our members to be successful learners, confident individuals, effective contributors and responsible citizens.

As set out in the 2020-21 report, the strategic plan, Building for the Future, was the key focus of work for the period under review. Supporting Companies to restart, reconnect with their girls and to rebuild their Companies following a significant period of no in-person activities due to the pandemic was the stated objective of the Executive. This was achieved by:

- Equipping Companies with a survey for parents/carers to help rebuild relationships and prepare girls for returning to GB after a period where there had been no in person work. This proved useful for many Companies.
- Detailed Risk Assessments were prepared, with guidance notes, for Companies, new enrolment forms, letters for parents/carers were distributed and the GB HQ staff team worked tirelessly to process these to allow Companies to restart as quickly as possible. The process was rigorous and time consuming but appears to have worked well as Leaders, Parents/Carers and Churches expressed their gratitude for GBS having such a robust process in place with the aim of keeping everyone as safe as could be.
- A series of webinars were held for Leaders to look at the key areas of Risk Assessments, working with restricted numbers, hybrid models of working alongside programmes and activities suitable for use in a youth work setting where restrictions were in place. In addition, webinars included emotional health and wellbeing of members and Leaders resulting in a separate online training being delivered.
- Individual support to those Companies experiencing difficulties in securing a venue due to pandemic restrictions has been a key part of the work of the Chief Executive throughout the session. Thankfully, most of these situations have now been resolved.

Our new President, Laura Quilter, shared with the Executive that she was keen to engage with the membership directly to hear their views and to allow concerns to be shared as part of implementing better communication across the organisation. During October and November 2021, a series of President's Drop-In sessions were offered to all Leaders across the organisation with a separate session for Commissioners. These were led by the President with the Chief Executive in attendance to record points raised. The sessions were virtual and were very well attended. At the same time the Chief Executive met virtually with Queen's Award and Training Coordinators to gather their views on specific elements of these areas. Leaders were extremely open to the process and engaged well, sharing the difficulties of restarting after lockdown and highlighting several areas where they had concerns about delivery. All the feedback was shared with the Executive and from this consultation process came the 'You Said – We Did' document which was circulated to all Leaders at the end of November 2021.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Achievements and Performance (continued)**

One of the key areas of concern was the Leadership Training Scheme and sweeping changes were implemented from 1 December 2021 to streamline the processes and make training more accessible to potential Leaders. The changes saw Bronze and Silver modules removed with Induction Training and Gold Leadership Training being the only courses offered. New processes were introduced for Induction Training in that any potential Leader who wished to start their training could do so, but they now require to be a member of the PVG Scheme prior to attending the virtual on-line training course. This removes the potential for any loopholes in respect of Safeguarding and has been welcomed by our Insurers. These changes were warmly welcomed by Companies and while it is taking time to bed in new processes the feedback has been positive overall.

The other key areas which formed the consultation document included Recruitment and Retaining members; Programme Materials/Competitions and Communication and Transparency.

Overall, the response to the initial President's Drop-In sessions were positive and a further series were offered in April 2022. These were not as well attended but did produce useful feedback which was positive in the main. It is planned to offer these sessions at least twice in the GB session along with separate sessions for Commissioners, Queen's Award and Training Coordinators.

Three Induction Training courses were offered during the period under review, and these saw a positive level of attendance. The Gold Leadership Training was reviewed to include some of the elements from the previous Bronze and Silver modules. The first set of 7 online modules plus group work and post course tasks has been completed with a further course planned for next session. Going forward, a minimum of 3 Induction and 2 Gold Leadership Trainings will be offered to the membership each session.

In addition to the normal training offered, a series of Safeguarding Refresher, Working with Vulnerable Members, Working with Additional Support Needs and Mental Health and Emotional Wellbeing courses have been held throughout the session. Uptake was mixed but it is planned to offer similar and additional courses in the year ahead.

The Annual General Meeting was held on 18 September 2021 via Zoom with over 100 Leaders in attendance. This provided an opportunity for the organisation to express its thanks to Jennifer Major who retired as President after a period of 7 years and Margaret Cooper who retired as Vice-President after the same period. It was acknowledged that these women had steered GBS through a very difficult period prior to and including the pandemic. Thanks were also expressed to Alexis Findlay and Fiona Macfarlane who had both served for 4 years as Elected Members.

Queen's Award has continued virtually but this has again proved popular with excellent Citizenship Chats replacing a written paper. This has provided the opportunity for greater engagement with the participants and has been welcomed by them and the Queen's Award team. A very successful Queen's Award Final Participation was also held virtually for the second year. Fourteen young women completed their award focusing on the International Women's Day theme #BreakTheBias. Faith, mental health, gender issues, current affairs and so much more formed the basis of the sessions along with group presentations.



## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Achievements and Performance (continued)**

This year, participants were asked to undertake a personal project to promote Queen's Award to future participants. This could take the form of an open letter or video. All participants offered good presentations, but a video prepared by one young leader will be used to promote Queen's Award for the future and will be launched at the 2022 AGM. Queen's Award administration has been improved and future plans include new easy to access information hubs to assist candidates and Leaders.

Another key focus was on updating and refreshing all GBS Policies and this was completed earlier in the year. In particular, the Safeguarding Policy was updated to accommodate the provision of support for young women with additional support needs who have come through the organisation but do not have capacity to be Leaders in the usual way. This allows these young women to continue in Girls' Brigade as supervised Leaders and we embrace this as an organisation which seeks to be inclusive to all.

Following the success of the Jean T Morrison competition in 2020, plans for the 2022-23 competition have been prepared and circulated to Companies. The Competition Sub-Group set a series of Platinum Jubilee challenges for each section to mark HM The Queen's 70<sup>th</sup> anniversary. The Competition proved popular for Explorers and Juniors with some very engaging Crowns and Corgi Coats while Brigaders focused on the Queen's jewellery throughout her reign. An all-age competition also resulted in a small number of high-quality entries and some of these will be seen at the AGM in September 2022.

GBS has attended two meetings of GB Europe in the period under review, both virtual, but the focus remains on individual countries rebuilding following the pandemic. A team from GBS has attended the International Council of Girls' Brigade 4 yearly meeting which has been held virtually. This has proved challenging in terms of technology, timings of meetings to be inclusive, etc. and it is planned that the next ICGB meeting in 2026 will be in person. What has emerged from the online sessions is that the pandemic has had a major impact on our sister GB countries, particularly in third world countries.

The period under review has been challenging for our members as they engage again with in person meetings and the stresses and strains that has brought with it. Several Leaders have made the choice to step back from active service due to work and health commitments resulting from the pandemic. However, there has been a great sense of joy as girls and Leaders have been reunited, Companies have opened and the sound of happy and fulfilled girls heard across the country. Again, the level of engagement through virtual technology has increased communication at all levels of the organisation in a very positive way and the Executive is committed to building on this for the future.

This has also been a challenging time for the GB HQ Staff Team. The team is very small and have had to manage significant periods of illness and the subsequent death of Hazel Watson, Programme & Leadership Coordinator in April 2022. Hazel had been with GBS for over 15 years and will be sadly missed by all who knew her. The Executive has expressed gratitude to the Staff Team for how they have managed a difficult professional and personal situation. At present, most of the team continue to work from home, which is working extremely well and allows flexibility to deal with work which would not be found with office working. The Supplies Department continues to operate on a part-time basis with other staff attending GB HQ when required.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Achievements and Performance (continued)**

Throughout the period under review, the Chief Executive has worked with Divisions who have low numbers of Companies with a view to merging them into new Divisions which are stronger and viable for the future. To date, Motherwell & Wishaw Divisions have merged as have North & South Ayr Divisions. Work is ongoing to merge Dumbarton & Clydebank, Inverclyde and Renfrew Division to be the new Clyde Division. This also reflects a similar situation in the national Church where Church of Scotland Presbytery Planning has been underway over the last year. As the Kirk redefines its boundaries, merges and closes Churches with many Ministers leaving, retiring or not being replaced there is, naturally, an impact on Girls' Brigade Companies. Again, the Chief Executive continues to work with Companies who are affected by this process, but it is recognised that some mergers will be required, or new venues sought in which to meet.

At the end of the first year of the strategic plan, the Executive is aware that a great deal of work at all levels is required if GBS is to increase its membership and to continue to have a place in the youth work sector in Scotland. There is cautious optimism about what 2022-23 may bring but that is tinged with realism at every stage. The task ahead is not an easy one but one to which the Executive and the Staff Team remain committed to.

The Executive wishes to thank all volunteer Leaders for their continued service and support throughout the year. In particular, thanks are expressed to the National Training Team, the Queen's Award Team, Commissioners, Training and Queen's Award Coordinators for the additional service they give over and above their Company roles.

Again, we wish to thank the Corra Foundation who extended our funding for another year to help support staff and core costs throughout the year. The Corra Foundation administers the Children, Young People and Families Early Intervention Fund on behalf of Scottish Government, and we extend our grateful thanks to them for their continued support and guidance throughout the year. We also extend gratitude to the Scottish Government for their continued support.

For further information, a copy of the Annual Report will be available via the GBS website [www.girls-brigade-scotland.org.uk](http://www.girls-brigade-scotland.org.uk) after the Annual Meeting, to be held virtually on Saturday 10 September 2022.

##### **Financial Review**

The operational deficit of £114,175 was anticipated and was in the main due to impact of the reduced membership numbers and the reduction in membership fees from £25 per member for both the years 2021 (£10 per member) and 2022 (£15 per member). The Executive has set fees for session 2022-23 at £28 per member. Increased fees will help address the future anticipated deficits but only proportionately unless there is a significant rise in membership.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Financial Review (continued)**

The Executive is aware that 'planned' deficits of this nature cannot become the norm as it will erode the investment portfolio but has taken the view that this is an investment in Companies to help them reopen and grow again.

The Budget for 2022-23 has been approved by the Executive but this also forecasts a significant deficit again as the impact of the fee reduction to £15 per member further effects GBS income.

Last year, the Executive had agreed to reduce the 3 full time staff to 4 days per week as part of an overall package of cost reduction measures. The Programme & Leadership Coordinator moved to 4 days in April 2021 with other staff planning to move to 4 days after the Risk Assessment process was complete. Sadly, illness did not allow the Membership Services Coordinator and Chief Executive to move to a 4-day week as they picked up the duties of the Programme & Leadership Coordinator and they continue to work full time. The Executive has agreed not to replace the Programme & Leadership Coordinator at present on the basis that the post had changed since it was created and that in challenging times for the organisation it would not be good use of resources. On that basis, it has been agreed that the Supplies Coordinator will add additional hours to her existing contract to deal with administrative work, thus creating a full-time post for 43 weeks per year. Alison Guthrie will start this new role from 1 August 2022. During the year, staff salaries were reviewed as there had been no increases from April 2018 and the Executive committed to reviewing these annually, particularly considering the current cost of living increases.

The Scottish Government has again announced that the funding stream for the Children, Young People and Families Early Intervention Fund will continue for another year for all organisations that were in receipt of funding. This funding has been increased to £63,000 for 2022-23 and this will help address the anticipated deficit. As noted in previous reports, GBS had not applied for the new funding stream in 2019 but we remain very grateful to Scottish Government and the Corra Foundation for the funding which has helped offset the deficit for the period under review and will have a similar impact for the financial year 2022-23. A new stream of funding will be available but until the criteria are known it is not possible to say whether GBS will apply for this or not.

Again, the Executive has reviewed its financial position and it was agreed that GBS will be able to meet its financial commitments for at least the next three years, as a minimum, despite the consequences of the pandemic and membership decline. As already reported, the Contingency Plan sets out clear parameters which will be reviewed by the Executive annually.

##### **Reserves Policy**

The Executive has determined that whenever possible uncommitted uninvested funds should be not less than three and ideally equal to six months expenditure on a normal basis, to enable the organisation to continue if there were to be a significant drop in income. GBS can confirm this as noted in the Financial Review statement above. This does not take in to account the costs of winding up the company or making staff redundant. On 31 March 2022 unrestricted reserves amounted to £669,973 (2021: £771,007) of which £101,511 (2021: £102,760) was held as designated leaving general fund reserves of £568,462 (2021: £668,247). The free cash at bank was sufficient to meet the Executive target for reserves.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Investment Policy & Performance**

The Executive has appointed Tilney Best Invest (now Evelyn Partners) to manage its investment portfolio on a discretionary basis. The Policy is to maximise the long-term return on the investment fund subject to the risks normally associated with a balanced approach to portfolio management. Within that policy a conservative risk strategy is adopted. Regular reports are provided to the Treasurer and Chief Executive by the Fund Manager on their stewardship of the funds under management.

##### **Risk Assessment**

The Executive has undertaken a risk analysis to identify the major risks to which GBS may be exposed. These risks have been reviewed and steps taken to mitigate the risk identified.

##### **Plans for future periods**

As the country learns to live with Covid-19 it appears that another variant may be at play as cases increase significantly. However, with a strong vaccination programme it looks unlikely that there will be further lockdowns and GBS looks forward to its first 'normal' session since 2019. We look forward to seeing existing Companies restart and welcoming those who are reopening for the first time since the pandemic started.

The Executive is acutely aware that as we look to the new session the country is experiencing a cost-of-living crisis which is already impacting on families across the country and is likely to worsen. Fuel and food poverty is at its highest for decades and we are aware that this may impact our Leaders and members. The Executive has already agreed that there will be some for whom uniform will be a luxury and we will accept school uniform, or similar, being worn as we don't want anyone to feel excluded. Other initiatives are also being considered.

Building for the Future sets out a clear plan for Year 2 with the key focus on recruitment and retainment and Girls' Brigade Scotland will:

- Provide guidance and support to Companies to help them recruit new members. Let's Share the Good News will be theme for the session, and we will work with Companies and Divisions to increase their social media presence and assist them in developing marketing skills via a series of webinars.
- Reach out to all denominations with whom GBS works and could work with to share what Girls' Brigade can offer girls and young women in terms of personal development but also what it can offer to Churches as part of their mission and outreach.
- Support Companies affected by the Church of Scotland Presbytery Planning to ensure that Girls' Brigade will continue to have a place in the heart of communities across Scotland.
- Continue to provide Induction Training virtually at least 3 times per year to offer potential Leaders the best possible training to equip them to work in Companies with our young people.
- Encourage Trainee Leaders to become Gold Level Leaders or to take up a Christian Commission by participating in Gold Leadership Training which is now available to Trainees six months after completion of Induction Training.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

##### **Plans for future periods (continued)**

- Actively promoted and further develop and deliver Queen's Award using the existing model as a foundation to build on.
- Will deliver a virtual, inter-active AGM on 10 September 2022.
- Further develop its use of virtual and digital technology to offer an enhanced experience for Leaders and members to optimise the best use of personnel, time, and financial resources.
- Continue to participate in GB Europe and GB International as appropriate.

##### **Statement of trustees' responsibilities**

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 which give a true and fair view of the situation of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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.
- make judgments and estimates that are reasonable and prudent.
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

This report has been prepared in accordance with the 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) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Trustees and signed on their behalf by:

DocuSigned by:

*Laura Quilter*

1536C2546B11F428  
Name: Laura Quilter

Date: 25 August 2022

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE GIRLS' BRIGADE IN SCOTLAND FOR THE YEAR ENDED 31 MARCH 2022**

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 14 to 28.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respects the requirements:

- to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

DocuSigned by:

*Jenny Simpson*

3EBD29AABFF044E...

Jenny Simpson BSc (Hons) FCA DChA

**Wyllie & Bisset LLP**

168 Bath Street

Glasgow

G2 4TP

Date: 25 August 2022

**THE GIRLS' BRIGADE IN SCOTLAND****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2022**

(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
<b>Income and endowments from:</b>							
Donations and legacies	4	2,620	60,000	62,620	978	60,000	60,978
Charitable activities	5	72,319	619	72,938	151,603	3,560	155,163
Investments	6	15,317	-	15,317	17,015	-	17,015
Other incoming resources	7	-	2,759	2,759	-	8,760	8,760
<b>Total Income</b>		<b>90,256</b>	<b>63,378</b>	<b>153,634</b>	<b>169,596</b>	<b>72,320</b>	<b>241,916</b>
<b>Expenditure on:</b>							
Raising funds							
Investment management	8	6,992	-	6,992	6,374	-	6,374
Charitable activities	10	198,048	62,769	260,817	174,355	71,722	246,077
<b>Total Expenditure</b>		<b>205,040</b>	<b>62,769</b>	<b>267,809</b>	<b>180,729</b>	<b>71,722</b>	<b>252,451</b>
<b>Net (expenditure)/income and net movement in funds before gains and losses on investments</b>		<b>(114,784)</b>	<b>609</b>	<b>(114,175)</b>	<b>(11,133)</b>	<b>598</b>	<b>(10,535)</b>
Net gains on investments		13,750	-	13,750	73,513	-	73,513
<b>Net (expenditure) / income</b>		<b>(101,034)</b>	<b>609</b>	<b>(100,425)</b>	<b>62,380</b>	<b>598</b>	<b>62,978</b>
Transfer between funds		-	-	-	2,572	(2,572)	-
<b>Net movement in funds</b>		<b>(101,034)</b>	<b>609</b>	<b>(100,425)</b>	<b>64,952</b>	<b>(1,974)</b>	<b>62,978</b>
<b>Funds reconciliation</b>							
Total Funds brought forward	20	771,007	25,691	796,698	706,055	27,665	733,720
<b>Total Funds carried forward</b>	<b>20</b>	<b>669,973</b>	<b>26,300</b>	<b>696,273</b>	<b>771,007</b>	<b>25,691</b>	<b>796,698</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.



## THE GIRLS' BRIGADE IN SCOTLAND

## BALANCE SHEET AS AT 31 MARCH 2022

	Note	Total Funds 2022 £	Total Funds 2021 £
<b>Fixed assets:</b>			
Tangible assets	14	-	-
Investments	15	485,809	537,062
<b>Total Fixed Assets</b>		<b>485,809</b>	<b>537,062</b>
<b>Current assets:</b>			
Stocks	16	58,736	50,235
Debtors	17	49,440	5,854
Cash at bank and in hand		199,797	242,677
<b>Total Current Assets</b>		<b>307,973</b>	<b>298,766</b>
<b>Liabilities:</b>			
Creditors falling due within one year	18	(97,509)	(39,130)
<b>Net Current assets</b>		<b>210,464</b>	<b>259,636</b>
<b>Net assets</b>		<b>696,273</b>	<b>796,698</b>
<b>The funds of the charity:</b>			
Restricted income funds	20	26,300	25,691
Unrestricted funds	20	669,973	771,007
<b>Total charity funds</b>		<b>696,273</b>	<b>796,698</b>

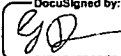
These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

For the year ended 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the trustees and signed on their behalf by:

DocuSigned by:  
  
 938C2F45B13F42B...  
 Name: Laura Quilter

DocuSigned by:  
  
 91B8A47B39F5411...  
 Name: Gemma Dearie

Date: 25 August 2022

Company No: SC332331

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

#### **1. Accounting Policies**

##### **(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

##### **(b) Funds structure**

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 20.

##### **(c) Income recognition**

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

#### **1. Accounting Policies (continued)**

##### **(c) Income recognition (continued)**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield of the investment portfolio.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service deferred until the criteria for income recognition are met (see note 19).

##### **(d) Expenditure recognition**

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (e) below.

- Costs of raising funds comprise the costs incurred in managing the rental of premises activities, including staff costs, rental costs, repairs and associated support costs;
- Expenditure on charitable activities includes expenditure on activities undertaken to further the purposes of the charity and their associated support costs;

Irrecoverable VAT is charged as a cost against the activity for which the expenditure is incurred.

##### **(e) Allocation of support and governance costs**

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time spent. The allocation of support and governance costs is analysed in note 9.

## THE GIRLS' BRIGADE IN SCOTLAND

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

#### 1. Accounting Policies (continued)

##### (f) Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised and valued at historical cost. Depreciation is charged as follows:

	<b>Basis</b>
Furnishings	25% Reducing balance
Computer equipment	33% Straight Line

Freehold land and buildings are not depreciated because it is the policy of The Girls' Brigade in Scotland to maintain the property to a high standard and the cost of maintenance is charged to revenue in the year in which it is incurred. In the view of the Executive, the property is recorded at residual value and therefore no provision for depreciation has been made.

##### (g) Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

##### (h) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

##### (i) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### (j) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### (k) 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.

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

#### **1. Accounting Policies (continued)**

##### **(l) Realised gains and losses**

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

##### **(m) Employee Benefits**

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's 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.

##### **(n) Pensions**

During the year the charity made payments in respect of pension contributions at a rate of 7% to the People's Pension Fund.

##### **(o) Operating leases**

The charity classifies the lease of property and equipment as operating leases. The title to the property and equipment remains with the lessor. The equipment is replaced every 5 years whilst the economic life of such equipment is normally 10 years. Rental charges are charged on a straight line basis over the term of the lease.

##### **(p) Financial instruments**

The trust 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### **(q) Judgements and key sources of estimation uncertainty**

In the application of the company's accounting policies, the Directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

## THE GIRLS' BRIGADE IN SCOTLAND

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

#### 1. Accounting Policies (continued)

##### (q) Judgements and key sources of estimation uncertainty (continued)

The trustees are satisfied that the accounting policies are appropriate and applied consistently. Key sources of estimation have been applied as follows;

<u>Estimate</u>	<u>Basis of estimation</u>
Depreciation of fixed assets	Fixed assets are depreciated and amortised over the useful life of the asset. The useful lives of fixed assets are based on the knowledge of the operations team, with reference to assets expected life cycle.

##### (s) Taxation

The company is a charitable company within the meaning of Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

#### 2. Legal status of the charity

The charity is a registered Scottish charity.

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

#### 3. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021: £nil).

During the year there were no travel expenses reimbursed (2021: £nil). There was also trustee indemnity insurance covering all of the trustees at a cost of £1,430 (2021: £1,168). During the year there were no expenses paid on behalf of trustees (2021: £nil).

During the year no trustee had any personal interest in any contract or transaction entered into by the charity (2021: none). No expenses were waived by trustees during the year (2021: none).

#### 4. Income from donations and legacies

	2022	2021
	£	£
Donations	2,620	978
Scottish Government HQ Grant	60,000	60,000
	<u>62,620</u>	<u>60,978</u>

## THE GIRLS' BRIGADE IN SCOTLAND

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

## 5. Income from charitable activities

	2022 £	2021 £
Memberships, support, training & development	72,938	155,163
	<u>72,938</u>	<u>155,163</u>

## 6. Investment income

	2022 £	2021 £
Dividends and interest on listed investments	15,317	17,015
	<u>15,317</u>	<u>17,015</u>

## 7. Other incoming resources

	2022 £	2021 £
CJRS Grant	2,759	8,760
	<u>2,759</u>	<u>8,760</u>

## 8. Raising funds - Investment management costs

	2022 Direct Costs £	2022 Support Costs £	2022 Total £	2021 Direct Costs £	2021 Support Costs £	2021 Total £
Investment Management Fees	6,992	-	6,992	6,374	-	6,374
	<u>6,992</u>	<u>-</u>	<u>6,992</u>	<u>6,374</u>	<u>-</u>	<u>6,374</u>

## 9. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

Cost type	2021 Total allocated £	2021 Governance related £	2021 Other support costs £	Basis of apportionment
Staff costs	79,321	10,705	68,616	Staff time
Total	<u>79,321</u>	<u>10,705</u>	<u>68,616</u>	

Cost type	2022 Total allocated £	2022 Governance related £	2022 Other support costs £	Basis of apportionment
Staff costs	87,018	11,733	75,285	Staff time
Total	<u>87,018</u>	<u>11,733</u>	<u>75,285</u>	

## Governance costs:

	2022 £	2021 £
Independent examiners remuneration	1,780	1,720
Support costs (see above)	11,733	10,705
	<u>13,513</u>	<u>12,425</u>

**THE GIRLS' BRIGADE IN SCOTLAND****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****9. Allocation of governance and support costs (continued)**

Allocation of governance and other support costs:

	<b>2022 Support Costs £</b>	<b>2022 Governance Costs £</b>	<b>2022 Total £</b>	<b>2021 Support Costs £</b>	<b>2021 Governance Costs £</b>	<b>2021 Total £</b>
Membership, support, training & development	75,285	13,513	88,798	68,616	12,425	81,041
Total allocated	<u>75,285</u>	<u>13,513</u>	<u>88,798</u>	<u>68,616</u>	<u>12,425</u>	<u>81,041</u>

**10. Analysis of expenditure on charitable activities**

	<b>2022 Total £</b>	<b>2021 Total £</b>
Staff costs	71,576	79,282
Rent, rates & property costs	15,476	16,770
Postage, stationery, printing & advertising	5,683	1,974
Purchases/cost of sales	11,453	7,731
Equipment, depreciation & repairs	18,958	12,665
Other expenses	48,873	46,614
Governance costs (note 9)	13,513	12,425
Support costs (note 9)	75,285	68,616
	<u>260,817</u>	<u>246,077</u>

**11. Analysis of staff costs and remuneration of key management personnel**

	<b>2022 £</b>	<b>2021 £</b>
Salaries and wages	140,292	140,457
Social security costs	8,426	8,372
Employer contributions to defined contribution pension schemes	9,876	9,719
Total staff costs	<u>158,594</u>	<u>158,548</u>
Key Management Personnel Remuneration	<u>112,242</u>	<u>118,113</u>

The charity made payments of £9,876 (2021: £9,719) to the pension provider during the year in respect of pension contributions.

No employees had employee benefits in excess of £60,000 (2021: Nil).

	<b>2022 No.</b>	<b>2021 No.</b>
Average number of employees, analysed by function:		
National Officials (full-time)	1	1
Administration Staff (part & full time)	3	3
Supplies Staff (part & full time)	1	1
	<u>5</u>	<u>5</u>



**THE GIRLS' BRIGADE IN SCOTLAND****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****12. Net income/(expenditure) for the year**

This is stated after charging:	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Independent Examiners' Fees	1,780	1,720

**13. Government Grants**

Income from government grants comprises:

**Scottish Government** - £60,000 (2021: £60,000) restricted income grant to be used by the charity to provide support towards children and young people having the best chance to reach their potential, becoming successful learners, confident individuals, effective contributors and responsible citizens. The grant was fully expended at the year end.

**UK Government CJRS** - £2,759 (2021: £8,760) income from government grants as part of the Coronavirus Job Retention Scheme. The purpose of the grant is to ensure employers can pay and retain staff during the COVID-19 pandemic.

**14. Tangible Fixed Assets**

	<b>Furniture Fixtures &amp; Equipment £</b>	<b>Total £</b>
<b>Cost or valuation</b>		
At 1 April 2021	5,147	5,147
Additions	-	-
Disposals	-	-
At 31 March 2022	5,147	5,147
<b>Depreciation</b>		
At 1 April 2021	5,147	5,147
Charge for the year	-	-
Eliminated on disposals	-	-
At 31 March 2022	5,147	5,147
<b>Netbook Value</b>		
At 31 March 2022	-	-
At 31 March 2021	-	-

**THE GIRLS' BRIGADE IN SCOTLAND****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****15. Fixed Asset Investments**

<b>Movement in fixed asset listed investments</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Market value brought forward at 1 April 2021	537,062	469,148
Add: additions to investments at cost	47,195	36,174
Disposals at carrying value	(106,426)	(38,339)
Add net gain/(loss) on revaluation	7,978	70,079
Market value as at 31 March 2022	<u>485,809</u>	<u>537,062</u>
Historic cost as at 31 March 2022	<u>484,219</u>	<u>480,287</u>

<b>Investments at fair value</b>	<b>2022</b>	<b>2021</b>
<b>Comprised:</b>	<b>£</b>	<b>£</b>
Equities	485,809	537,062
<b>Total</b>	<u>485,809</u>	<u>537,062</u>

**Listed Investments**

Included within the investments are the following shareholdings:

	<b>2022</b>	<b>% of</b>
	<b>£</b>	<b>portfolio</b>
INVESCO Fund Managers IP Corporate Bond	36,117	6.6
AXA Global	31,203	5.7
Loomis Sayles US Equity Income L Inc	30,044	5.5
Astrazeneca	30,396	5.6

All investments are carried at their fair value. Investment in equities and fixed interest securities are all traded in quoted public markets, primarily the London Stock Exchange. Holdings in common investment funds, unit trusts and open-ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The significance of financial instruments to the ongoing financial sustainability of the charity is considered in the financial review and investment policy and performance sections of the Trustees' Annual Report.

The charity manages these investment risks by retaining expert advisors and operating an investment policy that provides for a high degree of diversification of holdings within investment asset classes that are quoted on recognised stock exchanges. The charity does not make use of derivatives and similar complex financial instruments as it takes the view that investments are held for their longer term yield total return and historic studies of quoted financial instruments have shown that volatility in any particular 5-year period will normally be corrected.

**THE GIRLS' BRIGADE IN SCOTLAND****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****16. Stock**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Goods for resale	58,736	50,235
	<u>58,736</u>	<u>50,235</u>

**17. Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	-	253
Other debtors	1,082	123
Prepayments and accrued income	48,358	5,478
	<u>49,440</u>	<u>5,854</u>

**18. Creditors: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	40,101	20
Other creditors and accruals	10,619	14,755
Deferred income (Note 19)	46,789	24,355
	<u>97,509</u>	<u>39,130</u>

**19. Deferred income**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance as at 1 April 2021	24,355	129,729
Amount released to income earned from charitable activities	(24,355)	(129,729)
Amount deferred in year	46,789	24,355
Balance as at 31 March 2022	<u>46,789</u>	<u>24,355</u>

Deferred income comprises membership fee income received in advance.

# THE GIRLS' BRIGADE IN SCOTLAND

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

### 20. Analysis of charitable funds

Analysis of Fund movements 2021	Balance b/fwd £	Income £	Expenditure £	Transfers £	Gains/ (Losses) £	Fund c/fwd £
<b>Unrestricted funds</b>						
Development Fund	100,678	-	(490)	2,572	-	102,760
<b>Total designated funds</b>	100,678	-	(490)	2,572	-	102,760
General funds	605,377	169,596	(180,239)	-	73,513	668,247
<b>Total unrestricted funds</b>	706,055	169,596	(180,729)	2,572	73,513	771,007
<b>Restricted funds</b>						
Companies in Abeyance	7,618	3,560	-	(2,572)	-	8,606
J T Morrisons Memorial	3,919	-	(249)	-	-	3,670
Middleton Awards	7,593	-	-	-	-	7,593
Scottish Government	-	60,000	(60,000)	-	-	-
Somerville Award	5,822	-	-	-	-	5,822
UK Government - CJRS	-	8,760	(8,760)	-	-	-
Youthlink Scotland	2,713	-	(2,713)	-	-	-
<b>Total restricted funds</b>	27,665	72,320	(71,722)	(2,572)	-	25,691
<b>TOTAL FUNDS</b>	733,720	241,916	(252,451)	-	73,513	796,698

Analysis of Fund movements 2022	Balance b/fwd £	Income £	Expenditure £	Transfers £	Gains/ (Losses) £	Fund c/fwd £
<b>Unrestricted funds</b>						
Development Fund	102,760	2,881	(4,130)	-	-	101,511
<b>Total designated funds</b>	102,760	2,881	(4,130)	-	-	101,511
General funds	668,247	87,375	(200,910)	-	13,750	568,462
<b>Total unrestricted funds</b>	771,007	90,256	(205,040)	-	13,750	669,973
<b>Restricted funds</b>						
Companies in Abeyance	8,606	619	-	-	-	9,225
J T Morrisons Memorial	3,670	-	(10)	-	-	3,660
Middleton Awards	7,593	-	-	-	-	7,593
Scottish Government	-	60,000	(60,000)	-	-	-
Somerville Award	5,822	-	-	-	-	5,822
UK Government - CJRS	-	2,759	(2,759)	-	-	-
<b>Total restricted funds</b>	25,691	63,378	(62,769)	-	-	26,300
<b>TOTAL FUNDS</b>	796,698	153,634	(267,809)	-	13,750	696,273

## **THE GIRLS' BRIGADE IN SCOTLAND**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

#### **20. Analysis of charitable funds (continued)**

- a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

The Development fund represents monies set aside for future developments.

The Fixed asset fund reflects funds set aside for future depreciation costs.

The Programme development fund represent a fund set up for programme development.

- b) Restricted funds comprise:

##### **Companies in Abeyance**

Where a Girls' Brigade company goes in to Abeyance, the funds of that company are transferred to The Girls' Brigade in Scotland according to the constitution. These funds are to be ring-fenced for a period of five years. If, after a five year period, there was no sign of the funds being utilised by the Church to restart a Company the restriction would be removed and the funds released to designated funds.

##### **J T Morrisons Memorial**

This fund was gifted in memory of Miss J. T. Morrision and it is to cover the costs of running a bi-annual competition.

##### **Middleton Awards**

This fund, gifted in memory of Rev. Clyne Middleton and his parents, Rev Stanley and Mrs Ria Middleton, is to be used for making an award to a member for training and development.

##### **Scottish Government – CYPFEIF**

Support towards Children and young people having the best chance to reach their potential, becoming successful learners, confident individuals, effective contributors and responsible citizens.

##### **Somerville Award**

This fund, which is based on a gift from the Somerville family, is to cover the costs of making an award to a member or group of members of The Girls' Brigade in Scotland. The award will emphasise, in particular, service to the community.

##### **UK Government - CJRS**

The UK Government Grant was funding towards salary costs as a result of the Coronavirus.

##### **Youthlink Scotland**

Funding was provided for the cost of external trainers and assisted in the running of Commissioners Forums.

- c) Transfers comprise:

Companies in Abeyance – In line with the conditions of the funds. Income which has been held for over 5 years has been released to designated funds.

**THE GIRLS' BRIGADE IN SCOTLAND****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****21. Net assets over funds**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	-	-	-
Investments	537,062	-	537,062
Stock	50,235	-	50,235
Trade & other debtors	5,854	-	5,854
Cash at bank	216,986	25,691	242,677
Current liabilities	(39,130)	-	(39,130)
	<u>771,007</u>	<u>25,691</u>	<u>796,698</u>

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible assets	-	-	-
Investments	485,809	-	485,809
Stock	58,736	-	58,736
Trade & other debtors	49,440	-	49,440
Cash at bank	173,497	26,300	199,797
Current liabilities	(97,509)	-	(97,509)
	<u>669,973</u>	<u>26,300</u>	<u>696,273</u>

**22. Lease Commitments – operating leases**

	<b>2022</b>		<b>2021</b>	
	<b>Land &amp; Buildings</b>	<b>Other Leases</b>	<b>Land &amp; Buildings</b>	<b>Other Leases</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Less than 1 year	10,000	408	12,000	2,275
2 - 5 Years	-	-	10,000	262