

Trustees Annual Report

For year ended:

31/12/2025

Charity (Unit) Name: 1st Lasswade & Polton Brownies

Charity Number SCO34765

District Dalousie

Division Midlothian

Charity Trustees

Unit leader: Samantha Wight
Unit / assistant leader: Samantha Curran
Unit / assistant leader: Courtney Brown

Charity Address c/o 56 Carnethie Street
Rosewell
EH24 9AR

The above charity (unit) is an unincorporated association. It has no written constitution, but operates in accordance with the policies and procedures, published by Girlguiding, the operating name of the Guide Association.

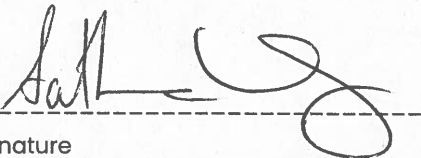
Its trustees are the volunteer adult leaders trained and appointed as per the Girlguiding policies and procedures. Update training is available throughout the year.

The charity's aim is to deliver a programme of informal education in accordance with the ethos and principles of Girlguiding. During the above period the charity provided this programme to X girls.

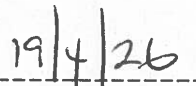
The charity's main income is subscription income. The charity aims to hold sufficient cash funds to meet all expenditure due and anticipated during a 2 month period. *If the accounts for the year differ substantially from those of the previous year, add in a short explanation as to why (for example, a trip or large camp).*

During the year the trustees did not receive any remuneration.

Signed on behalf of the trustees by



Signature



Date:

Name: SAMANTHA WIGHT

Year end da 31/12/2025

Date	Received from	Method	Reference	Membership subscriptions	Trips	Residential events	3rd Party fundraising	general pay ins	Bank interest	Donations received	Gift aid	Grants received	subs	TOTAL
TOTALS				£575.00	£340.00	£2,020.00	£239.00	£35.20	£27.30	£0.00	£1,319.91	£0.00	£2,400.20	£6,956.61
24.1.25	Ruth Cunningham	Bank transfer	Call Sleepover			£30.00								£30.00
30.1.25	E Wilkinson	Bank transfer	Grace Subs										£35.00	£35.00
30.1.25	C Duncan	Bank transfer	Ellidh Subs/cen/sleep	£25.00		£30.00								£90.00
30.1.25	David Fisher	Bank transfer	Emma subs										£35.00	£35.00
30.1.25	E Wilkinson	Bank transfer	Census	£25.00										£25.00
30.1.25	L Anderson	Bank transfer	Jess Subs										£35.00	£35.00
30.1.25	L Lawrie	Bank transfer	Beth Sleepover			£30.00								£30.00
30.1.25	L Lawrie	Bank transfer	Beth Subs										£35.00	£35.00
30.1.25	L Dallas	Bank transfer	Tia subs										£35.00	£35.00
30.1.25	L Lawrie	Bank transfer	Beth Census	£25.00										£25.00
31.1.25	S Dickson	Bank transfer	Darby Subs										£35.00	£35.00
3.2.25	C Anderson	Bank transfer	Isla Subs & census	£25.00										£60.00
3.2.25	Lauren Taylor	Bank transfer	Lola Subs & census	£25.00										£60.00
4.2.25	Tracey Strathearn	Bank transfer	Ella Subs										£35.00	£35.00
4.2.25	Lynne Brown	Bank transfer	Emily subs										£35.00	£35.00
4.2.25	Lynne Brown	Bank transfer	Emily census	£25.00										£25.00
5.2.25	Kathryn Farrell	Bank transfer	Eira Census & subs	£25.00									£35.00	£60.00
5.2.25	G Hazelwood	Bank transfer	Mya Subs & census	£25.00									£35.00	£60.00
5.2.25	R Cunningham	Bank transfer	Ruth subs & census	£25.00									£35.00	£60.00
5.2.25	J Caulfield	Bank transfer	Vaila subs & census	£25.00									£35.00	£60.00
5.2.25	J Lees	Bank transfer	Freya Subs & census										£35.00	£35.00
6.2.25	F Carpenter	Bank transfer	Clara sleepover			30.00								£30.00
6.2.25	F Carpenter	Bank transfer	Clara subs										£35.00	£35.00
6.2.25	M Smith	Bank transfer	Orla subs/cen/sleep	£25.00		£30.00							£35.00	£90.00
6.2.25	G Lees	Bank transfer	Freya Census	£25.00										£25.00
19.2.25	K Farrell	Bank transfer	Eira Sleepover			30.00								£30.00
19.2.25	F Harding	Bank transfer	Greta Subs/census	£25.00									£35.00	£60.00
24.2.25	L Stewart	Bank transfer	Ava Subs										35.00	£35.00
24.2.25	L Stewart	Bank transfer	Ava Census	25.00										£25.00
25.2.25	R Stewart	Bank transfer	Carmen Census	25.00										£25.00
26.2.25	S Dickson	Bank transfer	Darby Census	25.00										£25.00
27.2.25	S Winton	Bank transfer	holly Ryze		5.00									£5.00
27.2.25	L Taylor	Bank transfer	Lola Ryze		5.00									£5.00
27.2.25	S Paliczka	Bank transfer	Sophie subs/cen/slee	25.00	5.00	30.00							35.00	£95.00
27.2.25	HMRC Charities	Bank transfer									1319.91			£1,319.91
28.2.25	R Stewart	Bank transfer	Carmen subs										35.00	£35.00
28.2.25	L Dallas	Bank transfer	Tia Ryze		5.00									£5.00
28.2.25	L Lawrie	Bank transfer	Beth Ryze		5.00									£5.00
3.3.25	J Caulfield	Bank transfer	Vaila sleep/Ryze		5.00	30.00								£35.00
3.3.25	P Macdonald	Bank transfer	Maia subs/census	£25.00									£35.00	£60.00
3.3.25	C Anderson	Bank transfer	Isla Ryze		5.00									£5.00
3.3.25	Kathryn Farrell	Bank transfer	Eira Ryze		5.00									£5.00
5.3.25	S Dickson	Bank transfer	Darby Ryze		5.00									£5.00
5.3.25	Tracey Strathearn	Bank transfer	Ella Ryze		5.00									£5.00
5.3.25	L Anderson	Bank transfer	Jess census	£25.00										£25.00
5.3.25	E Wilkinson	Bank transfer	Grace Ryze		5.00									£5.00
5.3.25	F Harding	Bank transfer	Greta sleep/ryze		5.00	30.00								£35.00

[illegible]

[illegible]

Unit: 1st Lasswade & Polton Brownies
Charity number: SCO34765
Year end date: 31/12/2025

	Payee	Method	Reference	Meeting expenses	Membership subscriptions	Property costs and rent	Unit Fundraising	3rd Party Fundraising	Trips	Residential events	Admin, stationery / postage	Training	Badges and resources	Miscellaneous expenditure	TOTAL
Date															
TOTAL				£148.63	£1,479.00	£125.00	£0.00	£290.00	£580.00	£3,171.98	£0.00	£0.00	£665.13	£1,805.88	£8,268.62
7.1.25	Samantha Wight	Cheque	Christmas Gifts /000715											£270.00	£270.00
14.1.25	Wwf	Bank transfer	Turtle					£5.00							£5.00
7.1.25	Miss Samantha Curran	Cheque	Cinema 000716											£200.00	£200.00
31.1.25	Wwf	Bank transfer	Tiger					£5.00							£5.00
6.2.25	Giri Guiding	Cheque	000718										£118.65		£118.65
14.2.25	wwf	Bank transfer	Turtle					£5.00							£5.00
17.2.25	Samantha Wight	Cheque	Xmas gifts/000717											£177.25	£177.25
25.2.25	Giri Guiding	Cheque	000719		£1,479.00										£1,479.00
25.2.25	Samantha Wight	Cheque	000720										£80.34		£80.34
28.2.25	wwf	Bank transfer	Tiger					£5.00							£5.00
14.3.25	Wwf	Bank transfer	Turtle					£5.00							£5.00
25.3.25	Samantha Wight	Cheque	Ryze / 000721						£325.00						£325.00
31.3.25	Wwf	Bank transfer	tiger					£5.00							£5.00
14.4.25	Wwf	Bank transfer	Turtle					£5.00							£5.00
14.4.25	Bonnyrigg Guide Hall	Cheque	Rent / 000722			£125.00									£125.00
28.4.25	Hunters Coach hire	Cheque	Bus hire/000723							£725.00					£725.00
30.4.25	wwf	Bank transfer	tiger					£5.00							£5.00
14.5.25	wwf	Bank transfer	Turtle					£5.00							£5.00
19.5.25	Seallife Centre Balloch	Cheque	Sleepover/000725							£900.00					£900.00
30.5.25	wwf	Bank transfer	Tiger					£5.00							£5.00
3.6.25	Samantha Curran	Cheque	Gala day/000730											£30.00	£30.00
16.6.25	wwf	Bank transfer	Turtle					£5.00							£5.00
17.6.25	Samantha Wight	Cheque	badges/000727										£49.69		£49.69
17.6.25	Samantha Wight	Cheque	catering/000728	£148.63											£148.63
17.6.25	Samantha Wight	Cheque	catering/000729							£55.52					£55.52
24.6.25	The Guide Hall Committee	Cheque	ducks repay/000731					£40.00							£40.00
24.6.25	The Guide Hall Committee	Cheque	ducks repay/000732					£119.00							£119.00
25.6.25	Samantha Wight	Cheque	Biscuit & stuff/000733											£31.39	£31.39
25.6.25	Samantha Wight	Cheque	Activities/000734											£56.53	£56.53
27.6.25	Samantha Curran	Cheque	Ice cream van/000735											£75.00	£75.00
30.6.25	WWF	Bank transfer	Tiger					£5.00							£5.00
14.7.25	WWF	Bank transfer	Turtle					£5.00							£5.00
31.7.25	wwf	Bank transfer	tiger					£5.00							£5.00
6.8.25	Samantha Wight	Cheque	Craft stuff/000737											£69.75	£69.75
14.8.25	WWF	Bank transfer	Turtle					£5.00							£5.00
27.8.25	Miss Samantha Curran	Cheque	Activities/000735											£113.15	£113.15
29.9.25	WWF	Bank transfer	Tiger					£5.00							£5.00
3.9.25	Miss Samantha Wight	Cheque	Camp activities/000738							£132.84					£132.84
3.9.25	Miss Samantha Wight	Cheque	Guide shop/000739										£133.25		£133.25
3.9.25	Miss Samantha Wight	Cheque	Eco Award/000740										£86.40		£86.40
9.9.25	Miss Samantha Wight	Cheque	Shopping tesco/000743							£250.62					£250.62
9.9.25	Miss Samantha Wight	Cheque	Canty Bay/000744							£908.00					£908.00
12.9.25	Scottish Archery Centre	Cheque	Archery session/000741							£200.00					£200.00
15.9.25	WWF	Bank transfer	TURTLE					£5.00							£5.00
30.9.25	wwf	Bank transfer	Tiger					£5.00							£5.00
7.10.25	Miss Samantha Wight	Cheque	halloween sweets/000745											£45.21	£45.21
7.10.25	Miss Samantha Wight	Cheque	Hobbycraft/000746											£44.50	£44.50
14.10.25	WWF	Bank transfer	Turtle					£5.00							£5.00
31.10.25	wwf	Bank transfer	Tiger					£5.00							£5.00
10.11.25	Guide Shop	Cheque	badges/000747										£84.80		£84.80
10.11.25	Cool Creatures	Cheque	Cool creatures/000749											£140.00	£140.00
11.11.25	Miss Samantha Wight	Cheque	Xmas gifts/000750											£179.00	£179.00
11.11.25	miss samantha wight	Cheque	Craft stuff/000752										£50.30		£50.30
14.11.25	WWF	Bank transfer	turtle					£5.00							£5.00
17.11.25	Miss Samantha Wight	Cheque	Guide shop/000748											£61.70	£61.70
18.11.25	Miss Samantha Wight	Cheque	Halloween activities/000753											£80.77	£80.77
18.11.25	Miss Samantha Wight	Cheque	catering/000754											£98.13	£98.13
24.11.25	Miss Samantha Curran	Cheque	Cinema tickets/000742											£160.00	£160.00
28.11.25	wwf uk 68	Bank transfer	tiger					£5.00							£5.00
4.12.25	STRIPE	Bank transfer	Cat & dog home					£5.50							£5.50
15.12.25	wwf uk 68	Bank transfer	Turtle					£5.00							£5.00
30.12.25	Uniform repayment	Cheque	skyes uniform/000755											£35.20	£35.20
30.12.25	Miss Samantha Wight	Cheque	panto bus repay/000756						£255.00						£255.00
31.12.25	wwf uk 68	Bank transfer	tiger					£5.00							£5.00
31.12.25	stripe	Bank transfer	Cat & dog home					£5.50							£5.50
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Receipts and Payments Account

For the Year ended

31 December 2025

Unit name

1st Lasswade & Polton Brownies

Charity Number

SCO34765

	2025	2024
Receipts		
Membership Subscriptions	£575.00	£3,847.40
Donations received	£0.00	£1,150.00
Unit Fundraising	£35.20	£1,249.42
3rd Party Fundraising	£239.00	£0.00
Bank Interest	£27.30	£37.18
Gift Aid	£1,319.91	£0.00
Trips	£340.00	£0.00
Grants received	£0.00	£0.00
Residential events	£2,020.00	£676.63
Miscellaneous Income	£2,400.20	-£143.30
Total Receipts	£6,956.61	£6,817.33
Payments		
<u>Fundraising expenses</u>		
Unit fundraising	£0.00	£0.00
3rd Party Fundraising/Donation	£290.00	£1,415.00
<u>Payments for charitable activities</u>		
Subscriptions	£1,479.00	£1,680.00
Meeting expenses	£148.63	£1,244.51
Property costs/rent	£125.00	£0.00
Trips	£580.00	£1,616.43
Residential events	£3,171.98	£0.00
Admin/Postage & Stationery	£0.00	£0.00
Training	£0.00	£0.00
Badges & Resources	£665.13	£0.00
Miscellaneous Expenditure	£1,805.88	£389.14
Total Payments	£8,265.62	£6,345.08
Surplus/(Deficit) for year	-£1,309.01	£472.25

Statement of balances

For the year ended

31 December 2025

Unit name

1st Lasswade & Polton Brownies

Charity Number

SCO34765

	2025	2024
Opening Balances		
Cash	£0.00	£0.00
Bank	£2,519.78	£2,047.53
Surplus/(Deficit) for year	-£1,309.01	£472.25
Total	£1,210.77	£2,519.78

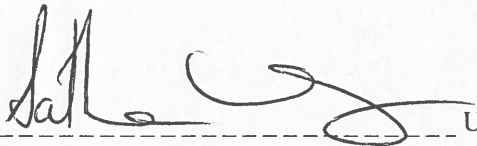
Closing Balances

Cash	£0.00	£0.00
Bank	£1,210.77	£2,519.78
less outstanding cheques	£0.00	£0.00
Total	£1,210.77	£2,519.78

Assets & Liabilities:

In addition to the above cash & bank balances, the unit has equipment to the value of:

£0.00

Prepared by (signature):  Unit Leader

Date: 19/4/26

Independent examiners report

For the year ended 31 December 2025

For 1st Lasswade & Polton Brownies

Charity number SCO34765

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) 2005 Act 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 Examiners Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland)

Independent Examiners 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 respect 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 9 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.



Signature

19/4/26

Date

Name:

LINDA BROWN

Address:

2 Pastorhall Crescent
Rosewall EH24 9BG

Instructions

On the INCOME tab enter your unit's name, charity number (if applicable) and year end date, in B3, B4 and B5 respectively . These will copy across to subsequent pages. Do not add these manually to

On the INCOME tab enter all of the income for the year, starting in cell A8. Add the value into the relevant column of the sheet (for example column E for subscriptions income). In the method select the method of payment from the list. The sheet will add up the values in each column automatically and provide an overall total in cell O7. Use the reference column to record any

All totals will copy across to the relevant subsequent pages.

On the EXPENDITURE tab enter all of the expenditure for the year starting in cell A8. Add the value into the relevant column of the sheet (for example column F for subscriptions). In the method select the method of payment from the list. The sheet will add up the values in each column automatically and provide an overall total in cell P5. In the reference column you can add in detail

In the STATEMENT OF INCOME AND PAYMENTS, the values for the current year will automatically copy for the previous sheets. Add in the values from the previous year in column D. The sheet will

In the STATEMENT OF BALANCES tab, add in the relevant start and end of year bank balances and the amount held in cash at the start and end of the year. Add in the value of any cheques written during the year, but not cashed at the year end. The values in B13 and B20 should be the same.

In the TRUSTEES REPORT tab add in your district and division details (as relevant – delete one of the lines if you do not require both). Add in the name of the trustees (unit leaders), the registered address (as is registered with OSCR) and the total number of girls who have been in the unit within the year in line 25 (not necessarily all at the same time). In line 26, if your accounts vary

In the INDEPENDENT EXAMINER tab, once the accounts have been examined, the independent examiner should add their name, address and signature.

The STATEMENT OF BALANCES and TRUSTEES ANNUAL REPORT needs to be signed by the leader who pr

3RD PARTY FUNDRAISING: if your unit has raised money for another charity, the amount raised should be shown in the 'INCOME' tab, and the expenses/donation in the 'EXPENDITURE' tab. These 2 values must be the same. For example, if you hold a coffee morning for Children In Need, the money collected (i.e. £43.50) should be shown in 'INCOME' and £43.50 should be shown also in 'EXPENDITURE'. This could be the whole £43.50 was donated to Children in Need, or £38 was donated to Children in Need & £5.50 was spent on tea/coffee/biscuits for the event. Please note: The money your unit receives in donations or subscriptions (whether OSCR registered

Some things to be mindful of:

Accounts are still required even if your unit is not OSCR registered; You are looking after someone else's money and have a duty to take care of it and account for what you have done with it.

Your accounts MUST be independently examined

The independent examiner should have no connection with the charity trustees that might inhibit their ability to carry out an impartial examination. The following people will normally be considered

- a. the charity trustees or anyone else who is closely involved in the administration of the
- b. a major donor or major beneficiary of the charity
- c. a close relative, spouse, partner, business partner or employee of any of the people

The independent examiner need not be an accountant. If you are having trouble finding someone to sign off your accounts, please speak to your commissioner in the first instance. The independent examiner should NOT be your local commissioner if she is linked at all with your unit (i.e. she is a leader within it, related to one of the leaders, is a bank signatory, or the registered contact for

repared the accounts .