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Girlguiding Hampshire East County

LEADER NEWSLETTER

February 2021



Message from Lyndsey

We hope this newsletter finds you all well. There have been some better news stories in recent days and hopefully some positive times are not too far ahead. Again, thank you for keeping guiding alive in your area.

Light at the end of the tunnel

By the end of the month the sun won't set until 5.41pm

By the end of March it will be 7.37pm

April 8.30pm

May 9.17pm

June 9.34pm.....there are brighter days ahead

Best wishes

Lyndsey

County Commissioner

SUBSCRIPTIONS



Annual Subscription Membership Fees

It's that time of year again when we pay our membership subscription. Although we haven't been able to meet face to face we have still benefited from work at HQ and Region. As you will know County have not charged a levy this year, using reserves instead and Region have not increased theirs from last year. Therefore, our subscription fee is much lower than many places across the Country.

Please ensure you get cheques sorted to send off when the invoices go live. Trial invoices are available to view now.

In response to a query about whether or not Districts or Divisions could send one cheque for all unit invoices in their area, HQ have responded as follows: *"We understand the issues that units may be facing this year, with lockdown still in place and the difficulties with getting secondary signatories. We would normally ask for one cheque per invoice. However, as you explain, you would like to send one cheque to cover units in your area. We want to be supportive and as flexible as we can, and for this reason we will accept one cheque for all units this year. Please let your leaders know so they don't send in another cheque....."*

The message from Girlguiding is that leaders must not move girls back to their waiting lists from the unit to avoid paying the annual membership fee. Even if girls are not joining in with virtual activities, they are still members. Either the unit pays for the girls or ask parents to pay. If girls are not taking part and parents do not wish to pay membership subscription then leaders must end the girl's role and tell their parents they can reapply when back to face-to-face meetings if they wish to. If this is not adhered to it will be considered a compliance issue.

Lyndsey

A SAFE SPACE TRAINING



A Safe Space

A reminder for leaders, unit helpers etc to keep an eye out for the renewal of your Safe Space levels. Levels 1 & 2 e-learning from the Girlguiding website and levels 3 & 4 via Region. If you were in the first tranche of these 'new' trainings they may be up for renewal now. This is an ongoing process, if the renewal is not completed in time it will result in removal of membership. Do not leave it until the last minute to do renewal.

Lyndsey

Kingswood

It is with great sadness we have had to cancel the Brownie trip to Kingswood in April, which was postponed from last year. All main contacts for the units who were attending have had information to send to parents.

Lyndsey

BUDGETING FOR YOUR UNIT



Budgeting for your Unit

It has been a difficult time with many units receiving little or no income in to their unit accounts over the past year. Recently, we have found that some units are not effectively budgeting for their unit to ensure they are able to cover costs such as annual membership subscription fee, unit running costs, meeting expenses and general expenses.

So why budget?

The main reason is that it allows you to make sure you don't run out of money during the year. Another reason, is that you will ensure you have enough funds available to pay for the annual membership subscription fee for your unit. In 2022, County will not be in a position to waive their contribution of the annual membership fee again, so now is the time to start planning ahead to ensure your unit will have enough funds to pay your unit's annual invoice - for 2022 the amount per member may be around £40 - as well as other expenses.

A budget also helps set your unit's membership fees. The best place to start is by looking back at how much money was spent last year. Next you'll need to do three things:

- Make a note of your fixed expenses. These are things that won't change or you know you'll need to pay - rent, annual membership subscriptions, contents & buildings insurance etc.
- Work out your unit running costs. these could include badges, new resources, leader training fees or materials for activities.
- Consider your general expenses; everything from postage and mobiles to stationery and transport costs.

Once you've got an approximate figure for each of the above, add them up into a grand total. Then, simply divide that amount by the number of girls in your unit. Whatever this comes to is the minimum you need to charge your unit members.

Finally, you will need to think about adding some extra reserves - this isn't about making a profit, but about making sure you can cover any unexpected costs.

Girlguiding recommend holding between 3 to 6 months of running costs in reserve. Another thing to remember is that the number of girls in your unit may go up or down. This is why a reserve is so helpful.

There is a simple budget spreadsheet available to help you work out your annual budget. Click on the button below to download a copy.

Karen O'Connor
Chair of Finance

[Budget Spreadsheet](#)

Click [HERE](#) for more information on budgeting for your unit.

New Training Opportunities

Have you been wondering how to adapt activities to suit the online format? Do you want some hints and tips for supporting your virtual meetings?

The Training Team are offering a limited number of section specific training sessions to help keep your guiding vibrant and active during the current circumstances to leaders in Hampshire East and Isle of Wight.

Aimed at those leaders who have some experience of Zoom but maybe less confident, the evening session will leave you with ideas and skills to help deliver your programme.

All sessions will run from 7pm to 8.15pm, including time for questions.

- Monday 1st March - Hints & Tips for Rainbow meetings
- Tuesday 2nd March - Hints & Tips for Brownie meetings
- Wednesday 3rd March - Hints & Tips for Guide meetings

If you are interested in attending one of these sessions, please complete a booking form and return to hantseastadm@outlook.com

Click on the button below to access the booking form

Claire Rees
ACC Excellence

[Booking Form](#)

SW Region - Leader in Training Day

Leader in Training Day is now live on South West Region's events page: <https://www.girlguidingsouthwestevents.co.uk/>

External Job Vacancy

Explore Hampshire Local Development Officer

Explore is an established charity which provides relationships education sessions in secondary schools, generally in person but, due to COVID, also remotely. We are seeking a Local Development Officer for our Hampshire region; the role involves contacting new and existing schools to book Explore. We use volunteer couples in our sessions to give the students a real life view point. Your role would be to look after our existing couples and seek new volunteers. The role also involves delivering sessions to schools in person and remotely (training provided). The role is term time, mainly school hours if desired, home based (irrespective of COVID) and requires a car to get around the county. The number of hours is flexible between 12-18 hours per week.

Salary, FTE £20,000 (term time FTE £12,700)

Click on the button below for more information on the job description.

Job Description

If you would like to find out more about this role, please contact Liz Chisnall, mobile phone 07855 412837 or via email lizc@explorerelationships.org.uk



Long Service Awards

Congratulations to the following Leaders and Unit Helpers on gaining their long service awards:

SW Region - 1 Year Service Award

Bethany-Grace Devine - Havant
Kelly Barnes - Gosport North
Melanie Barnett - Petersfield

SW Region - 3 Year Service Award

James Wood - Gosport South
Rosanna Gray - Petersfield

5 Year Service Award

Becci Goddard - Fareham
Leslie Underdow - Gosport North
Olivia Cox - Portsmouth South
Savannah Le Cras - Gosport North

10 Year Service Award

Catherine Shilcock - Titchfield
Hannah Cottam - Havant
Karen Ward - Portsmouth North
Stephanie Hoad - Fareham
Zoe Henley - Gosport North

20 Year Service Award

Jane Bradford - Fareham



Dates for your Diary 2021

Please note these dates are subject to change as the coronavirus situation changes
16-18 Apr County Brownie Activity Weekend - cancelled



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Girlguiding Hampshire East

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