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Girlguiding Hampshire East County

LEADER NEWSLETTER

March 2022



Message from Victoria

This time last year I spent Thinking Day on zoom and in the 11 months since we started meeting outdoors again our County has been re-growing and continues to. This year on Thinking Day it was fantastic to be invited by Bedhampton District for an indoor campfire where they could all be together again, such a special time to feel like we are returning to normal in Guiding and once again fully enjoy everything Guiding offers our young members and volunteers. In recognition of International Women's Day this month, I wanted to thank you all for being an inspiration to our younger members and providing them with the opportunities you give whether at unit meetings, or on the adventures they missed out on during lockdowns like pack holidays or Legoland.

Victoria Ling-White
County Commissioner

email: victoriahecc@outlook.com

Subscriptions 2022

Thank you for all of those who have paid their unit subscriptions so far. We still have 25% outstanding, so please ensure your unit actions outstanding payments as soon as possible. Your deadline for payment to be with Girlguiding is 1st April. However, your Division Commissioners would appreciate you actioning now to avoid risk of payments not being received.

Victoria Ling-White

Ukraine Crisis

We know many of you and our members will be deeply concerned about the events in Ukraine. Girlguiding have been sharing relevant information from WAGGGS and resources for young members on social media channels which we thought may be helpful to share with you in one place. We know many local areas are working within their communities to provide supplies and donations.

Chief Guide Amanda Medler and International Commissioner Emma Guthrie have shared some comments and supportive activities which can be found here: <https://www.girlguiding.org.uk/what-we-do/our-stories-and-news/blogs/how-to-give-support-during-the-ukraine-conflict/>

WAGGGS have shared a statement on their social media which can be shared with members if required and have launched an Emergency Appeal: <https://iwd.waggggs.org/p/emergencyappeal/>

WAGGGS Europe has additionally set up a dedicated email address for the Ukraine crisis to deal with any questions of the Ukrainian Guides or other member organisations. If you have any questions or requests these can be sent to me, racheal@ggswe.org.uk and we can collate and direct them to the Girlguiding International Commissioner. For example, I know people may want to send letters or pictures of support from girls.

We will continue to update you as further information from Girlguiding or WAGGGS is provided.

Racheal Tattum
Deputy Chief Commissioner
Girlguiding South West Region

A Safe Space Level 3 Training

A reminder the County training team are holding a face-to-face A Safe Space Level 3 training for any leaders who would prefer to do this training in person rather than virtually. The training is being held on Monday 21st March, 6.30pm to 9.30pm at Havant District Scout Centre, Fraser Road, Havant, PO9 3EJ.

If you would prefer to attend a face to face session and would like to book a space, click on the button below to download a copy of the booking form, then fill in all the required information and email your completed booking form to hantseastadm@outlook.com

[A Safe Space Booking Form](#)

County Volunteer Vacancies

We are looking for members to join our Membership Growth & Retention Team. The team look at everything from membership numbers to volunteer recruitment to PR events. Anyone is welcome to apply, but we are especially keen to hear from newly qualified leaders / leaders-in-training / unit helpers. So if you are interested in joining the team and wish to find out more, please email Victoria, victoriahecc@outlook.com



FINANCE POLICY

What you need to do to manage accounts and funds

Guidance for Unit Accounts

Following the Girlguiding Finance Policy - <https://www.girlguiding.org.uk/making-guiding-happen/policies/finance-policy/>

Highlights

General details

Unit Leaders and Assistant Leaders are **automatically Trustees** for their units.

The **Unit Leader** may delegate the treasurer role to another person, but they are **ultimately** the person **responsible for** ensuring that **the accounts** are kept up-to-date and a copy of their reviewed unit accounts are sent to their District/Division Commissioner within 3 months of the year end (i.e. if your account runs to August, then you should send a signed copy of them to your DC by end of November, the same year).

Unit Leaders are recommended to **review** their **accounts termly** where the treasurer role is delegated.

You can use which ever system you prefer to keep your accounts on but you **must produce an Annual Accounts Statement, a Statement of Assets & Liabilities** (incl. tents & camping equipment) and **have your accounts independently reviewed**. The checklist was revised in 2021, here's the link: <https://www.girlguiding.org.uk/globalassets/docs-and-resources/finance-insurance-and-property/independent-reviewers-checklist.pdf>

If you keep **petty cash**, it should be kept under lock & key in a safe place. It is **not normally covered under** household or meeting place **insurance** and GG HQ's insurance does not cover any assets belonging to units (which includes cash).

Bank Account

Your bank account **must be with a bank that is part of the Financial Services Compensation Scheme**, and a registered banking organisation.

Your account **must be in your unit name** and not linked to any other unit's account: if you have a joint unit, the bank account must reflect that.

You must have at least **3 (three) named signatories** on your account, only 2 (two) need to be from your unit, the 3rd should ideally be from elsewhere in the District/Division, but **no signatories should be related**, by blood or marriage, **or be in a relationship** with any of the other signatories. **All signatories must have a GO number**, which can be a unit administrator (this covers A Safe Space & DBS requirements).

Payments

Online payments and Debit card payments are allowed from your account, but not Credit cards and you should not sign blank cheques.

One signatory can make a payment as long as another (unrelated) local leader has approved it in advance, and it is recorded on your accounts. You should keep a record of the advance approvals.

Girlguiding website has the full details of all the areas subjects as well as: Expenses, Managing Finances for Oversea trips, Unit Financial challenges, Gift Aid, Details on how to manage your accounts and Fundraising income - Please note there is separate Fundraising Policy.

Any questions should be referred to Caroline Rogers, Chair of Finance,
email: hefinancecommittee@outlook.com

Caroline Rogers
Chair of Finance

County Awards

How many times have parents been surprised to learn we are volunteers? We do such great jobs as Leaders and Unit Helpers but often we are taken for granted. Is there someone in your Unit/District/Division who deserves that extra bit of recognition and thanks? Why not nominate them for a Thanks badge or Good Service Brooch or the County Silver Standard Award - all the details of how to do this are on the County website. You could also nominate someone for a Region Award, just take a look at their website for what's available.

Girlguiding wouldn't exist without you so let's recognise our great worth - nominate someone today!

Liz Dunning
Chair of Awards



Her Majesty's Platinum Jubilee 2022

'A celebration of HM The Queen's Platinum Jubilee by the Young People of Hampshire'

This year 2022 will mark the seventieth anniversary of Queen Elizabeth's accession to the throne, and the celebrations of this Platinum Jubilee are being planned across the Country. The Lord-Lieutenant of Hampshire, Nigel Atkinson, asked for a special event to be organised for the young people of the County, and a Commemorative Celebration is being planned to take place in Winchester Cathedral on the evening of Friday 20th May 2022 at 7.30pm to 8.15pm with the procession 'form up' circa 6.30pm.

The Hampshire Youth Network (HYN), which I represent, has been tasked with making the arrangements.

All young people of secondary school age are welcome to attend, but special arrangements will be made by the uniformed organisations for a procession (a parade) which everyone can join, to take place before the cathedral celebration. We are contacting as many organisations as possible in Hampshire so that we can invite them to participate.

Full details will be provided in due course, but in the meantime, I would be pleased if you would make a note of the date in your diary and register your interest by **Saturday 2nd April 2022** at the link: [HERE](#)

It would be good to have a strong cross section of youth representation, to showcase our young people and organisations in Hampshire. Further information and confirmation of the number of places allocated to you will follow by the end of April.

Please note that we are expecting a large response so may well have to control numbers according to any Government restrictions in place at the time and in the interests of safety.

Claire Zumpe
Hampshire Girlguiding's HYN young people's representative
Contact: info@hampshireyouthnetwork.co.uk

County Treasurer

Liz Linkins, County Treasurer, has set up a new email: treasurerhantseast@gmail.com. If you have any queries / need to send expenses claims etc to Liz, please start sending them to the new Treasurer email address and not to her personal email address.



Long Service Awards

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

SW Region - 3 Year Award

Becky Morton - Petersfield

Gemma Lewis - Portsmouth North
Sam Lee - Meon Valley

20 Year Service Award

Dawn Beesley - Petersfield
Dee Humphris - Havant

Silver County Standard Award

Congratulations to the following leader who has been presented with the Silver County Standard award:
Nicola Harkham-Edwards - Havant

Leadership Qualification

Congratulations to the following leaders on gaining their Leadership Qualification:

Alice Ryan [Module 1 Rangers] - Titchfield
Christine Ling [Module 1 Rainbows] - Petersfield
Fiona Linstead [Modules 1-4 Brownies] - Horndean
Kate Burrows [Module 4] - Havant



Dates for your Diary

2022

19 March - 1st Response Practical
21 March - A Safe Space Level 3 *[face to face]*
14 May - Spring Training Day *[more info to follow]*
15 October - A Safe Space Level 3 *[face to face]*



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Girlguiding Hampshire East

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Our mailing address is:

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