



# **FEATHERSTON** *community centre*

## **Statement of Service Performance Report 2018**

### **Featherston Community Centre Charitable Trust**

The Featherston Community Centre provides a community space for services, ongoing or one-off events, activities and classes for public and private users, and promotes a high level of well-being to the Community by acting as a pivotal point in the co-ordination and delivery of appropriate services to the people of Featherston and the wider South Wairarapa.

#### **Vision**

The Featherston Community Centre is used, valued and supported by the entire community, and is the hub of the Featherston's social, educational, and recreational services.

#### **Contents**

Purpose of the Report.....	2
Purpose of the Featherston Community Centre Charitable Trust .....	2
Statement of Service Performance .....	4
Financial reports .....	11



# FEATHERSTON

*community centre*

## ***Purpose of the Report***

This annual performance report presents an account of activities and finances for the financial year April 2017- March 2018. The contents of the report are prepared to fulfil the requirements of:

- Section 7 of the constitution for the Featherston Community Centre Charitable Trust,
- the requirements under the Section 42A of the Charities Act 2005, and
- the Financial Reporting Act 2013.

## ***Purpose of the Featherston Community Centre Charitable Trust***

The Centre is eligible to adopt Tier 4 reporting under the new Charities reporting requirements, but has chosen to report under Tier 3. In accordance with the reporting requirements for a Tier 3 Charity the following information (a- g) is provided:

- a) The Featherston Community Centre Charitable Trust was established in 1992 to operate and maintain the facilities at 14 Wakefield Street, Featherston. The trust is registered (#651752) under the Charitable Trusts Act 1957.
- b) The purpose of the Trust as stated in Section 3 of the constitution is to:
  - provide a community space for the provision of services, ongoing and one-off events, activities and classes that maintain and enhance the well-being of the people of Featherston and the South Wairarapa.
  - provide a community facility for meetings, activities, events and projects.
  - provide facilities to the community for professional, voluntary, and social service providers.
  - co-operate with agencies, organisations, people and groups in matters pertaining the well-being of the community.
  - serve and support all people in Featherston and the South Wairarapa district.
- c) The Trust owns a building and land and is governed by a Board of Trustees. At the end-of-year (31 March 2018), the eight trustees were Emily Greenberg (Chair), Graham Evans (Treasurer), Shannon Steven (Secretary), Rupert Watson, Patsy Wooles, Snita Ahir-Knight, Paul Mason and Maud Bot. There was one vacant position. Three new board members joined during the year – Snita Ahir-Knight (July 2017), Paul Mason (February 2018) and Maud Bot (March 2018). Three board members resigned during the year – Natalie Wyatt-Renney (resigned November 2017), Jen Olson (resigned November 2017) and Wendy Dyson (resigned February 2018). I also note

that our treasurer Graham Evans resigned April 2018 (just after the financial end of year) and that Maud Bot is now Treasurer.

- d) The main sources of funding during the April 2017-March 2018 financial year were from:
- rental income (approximately \$18,700) (including gold coin or koha/person from groups) for use of the Centre's offices for services, meetings, activities and classes.
  - grants and donations (approximately \$51,900) from Lotteries, TG McCarthy Trust, WairarapaREAP, Lion Foundation, Eastern & Central, First Sovereign, Featherston's Own Charitable Trust, the Open All Hours (Featherston Supermarket) Community Fund and the Featherston Community Board). We are very grateful to all these donors who make it possible for us to continue to operate and deliver these services. The Lion Foundation grant was specifically for the installation of new carpet and linoleum, most of which was installed this year.
  - additional funds of \$3,200 were raised from the 2017 Wairarapa Art Sale, \$864 from our two Givealittle campaigns and \$1,494 from interest, donations, carboot sales and koha. One of the Givealittle campaigns (\$600) was specific for purchasing six well-loved billboards of local persons by the artist Kathy Bartlett, which are displayed along the main entrance.
  - furthermore, we rely on in-kind donations of services from businesses and individuals.
- e) The main methods used to raise funds are as mentioned above.
- f) Volunteers are key to the sustainability of the Trust's assets and purpose. The board members are volunteers and they and other volunteers supplement front office duties and help to maintain the buildings and grounds. We also rely on an extensive list of businesses and individuals for everything from marketing to provision of firewood.
- g) The Trust enables services to be provided for the community by maintaining a safe and welcoming space and by facilitating the provision of information, networking and collaboration. This is achieved by maintaining and promoting the facilities at 14 Wakefield Street. The Centre operations supports and enables a diverse range of opportunities and activities that directly improve the well-being of the Community.

## Statement of Service Performance

The following table describes the achievements during April 2017 - March 2018 in relation to the Board's 2017 Strategic Plan. This table provides mainly non-financial information to help users understand what the Featherston Community Centre Charitable Trust achieved during the financial year, and how this contributes to the longer term strategies and plans.

Objective	Strategy	Plan	Achievement
<p><b>Staff</b></p> <p>Quality staff and volunteers help achieve the Centre's vision, purpose and objectives.</p>	<p>The Centre Manager is responsible for the day-to-day office and administration duties, including budgeting, marketing and promotion.</p> <p>A caretaker assists the Centre Manager to keep the building and grounds tidy and inviting.</p> <p>The Board is a good employer by:</p> <ul style="list-style-type: none"> <li>• Paying staff a living wage rate</li> <li>• Having employment contracts for all staff</li> <li>• Monitoring the progress of staff towards their KPIs</li> <li>• Ensuring staff are supported, receive training as necessary and are rewarded commensurately.</li> </ul>	<p>Secure funds that allow the Board to employ:</p> <ul style="list-style-type: none"> <li>• Centre Manager for at least 21 hours/week</li> <li>• Caretaker for at least 5 hours/week.</li> </ul> <p>With the help of volunteers and staff, keep the Centre staffed for at least 30 hours/week and ensure it is open for evening and weekend users as required.</p> <p>Have formal employee performance reviews, at least annually.</p> <p>Provide weekly contact with the Centre Manager and monthly meetings with all staff.</p> <p>Be open to job-sharing opportunities.</p>	<p>The Centre is staffed from 9:00am to 3:00pm, Monday through Friday with a combination of paid and volunteer staff.</p> <p>The Board provided an annual performance review and pay increase for the manager and caretaker.</p> <p>The Board has specified people on the Staffing Portfolio who support the Centre Manager.</p>

<p><b>Property</b></p> <p>The buildings and grounds are in excellent repair, the rooms are warm and inviting and the grounds are attractive and versatile.</p>	<p>Ensure appropriate Health and Safety procedures and systems are in place at all times.</p> <p>Maintain the building so that it retains its “Public Building” certification.</p> <p>Provide facilities that are accessible and suited to a wide-range of activities, services and users.</p>	<p>Have maintenance and cleaning schedules to keep the Centre in good repair.</p> <p>Involve Centre users in identifying property and maintenance needs and opportunities and renovations and maintenance are undertaken as soon as possible.</p> <p>Develop a programme of improvements to the property and grounds that will enhance the Centre’s value to users and the community. Our current plan includes:</p> <ul style="list-style-type: none"> <li>• New/refreshed signs</li> <li>• Marking of carpark</li> <li>• Development of outdoor spaces</li> </ul> <p>Provide signs and facilities that meet H&amp;S and accessibility requirements.</p>	<p>The Board secured a \$20k grant from the Lion Foundation to replace the carpet throughout the building and the linoleum in the kitchen. This has made a great improvement to the Centre.</p> <p>We struggled to get quotes to mark the carpark and these came in after the end of the financial year. We will pursue grants to mark out parking spaces in the 2018/19 year.</p> <p>The Board has identified the need for sound-proofing of the offices, new curtains and secured storage space for a number of the groups who hire the Centre each week.</p> <p>The Board has worked throughout the year on a potential partnership with a neighbour which will hopefully result in needed upgrades to the entrance and grounds in 2018/19.</p>
--	--	---	--

<p><b>Finances</b></p> <p>Finances are managed to ensure the long-term sustainability of the Centre.</p>	<p>Manage funds for the purpose of keeping the Centre functioning for the foreseeable future.</p> <p>Prepare annual budgets that reflect the Centre's funding strategy.</p> <p>Apply for funding from donor organisations for specific projects or to meet operational needs.</p> <p>Raise funds from a mixture of rental income, grants, and fund-raising events.</p> <p>Increase rental income by expanding the number of tenants and Centre users.</p> <p>Ensure sufficient reserves and insurance are maintained to cover unexpected emergencies or changes in funding and income.</p>	<p>Identify needs for funding and review funding strategy at least annually.</p> <p>Review tenancy contracts and rental rates on an annual basis.</p> <p>Board members and Centre Manager ensure funding applications are well-written and accountability reports are completed on time.</p> <p>Use an appropriate accounting package to keep track of income and expenditures, and which provides efficient and transparent review of annual accounts.</p> <p>Have financial accounts reviewed annually and report to the community.</p> <p>Earmark funds for specific building and grounds maintenance.</p> <p>Pursue new funding sources including:</p> <ul style="list-style-type: none"> <li>• Legacy/bequest programme (develop a brochure)</li> <li>• Apply to Council Annual Plan and Community Board grants each year</li> </ul>	<p>Accounts are maintained on XERO and are reviewed and reported annually at the AGM and to the Charities Commission.</p> <p>While the Centre's finances are sound, the need to maintain low rental rates combined with a small population results in an organisation where money is always tight.</p> <p>Expenses to operate and maintain the facility of approximately \$45,500 were paid out:</p> <ul style="list-style-type: none"> <li>• \$18,500: Operating expenses including insurance</li> <li>• \$27,000: Wages for the part-time Centre Manager and custodian</li> </ul> <p>New fittings and fixtures were purchased costing \$19,800 for:</p> <ul style="list-style-type: none"> <li>• New carpet</li> <li>• New linoleum</li> <li>• New printer &amp; chairs</li> <li>• Artwork (6 billboards) for outdoor space</li> </ul> <p>Income of approximately \$74,500 was sourced from:</p> <ul style="list-style-type: none"> <li>• \$18,700: Facility rental</li> <li>• \$3,200: Wairarapa Art Sale</li> <li>• \$1,000 in interest</li> <li>• \$500 in other fund-raising</li> <li>• \$51,100 in grants and donations, including some to be spent in the 2018/9</li> </ul>
--	--	---	---

			<p>year.</p> <p>The successful Featherston Art Sale is now established as an annual fund-raising and community-led development event.</p> <p>Overall we made a small surplus over the period, and appreciate that we need to work hard to grow the income to meet the challenges ahead and to maintain and improve the building and grounds.</p> <p>The Trust maintains a Contingency Reserve of \$15,000 for unforeseen event or events that might make it difficult to meet ongoing expenses. This reserve provides breathing space for the Trust to consider and determine a suitable course of action to correct the shortfall, without detracting from ongoing service provision to the community.</p>
--	--	--	---

<p><b>Service Delivery</b></p> <p>The Centre provides community well-being through relationships and collaboration with agencies and others.</p>	<p>Understand the community's needs and aspirations for the Centre.</p> <p>Strengthen existing partnerships and establish new working relationships to facilitate on-going and new use of the Centre, as well as supporting other organisations that do not use the Centre but work towards improving the well-being of the wider community.</p>	<p>Collaborate with providers, schools, iwi, agencies, local government, community groups (i.e. Menz Shed and Toy Library) and individuals whose work, project or activity might benefit the community.</p> <p>Provide or develop space at the Centre for services, groups, activities, events and classes.</p> <p>Contribute to community activities and services occurring off-site, through sharing of information, promotion and collaboration.</p> <p>Identify the community's needs through networking, collaboration, feedback and focussed conversations.</p> <p>Build and maintain a register of current and potential centre users.</p> <p>Report regularly to the community, Council and the Community Board on centre activities, opportunities and challenges.</p> <p>Support the use of the Centre for more public meetings and more art.</p>	<p>The Centre continues to host activities and services from a wide range of providers that enable social cohesion and individual benefit, such as:</p> <ul style="list-style-type: none"> <li>• Recreational activities include seniors card play, music, art and craft, knitting, mah-jong and bridge groups.</li> <li>• Health and Wellness includes five classes a week in Yoga and Feldenkrais movement.</li> <li>• Counselling services have increased with the addition of Alcoholics Anonymous.</li> <li>• Music now happens twice weekly with Ukuleles during the day and Featherston Wahine Singers in the evening.</li> <li>• Support services include Connecting Communities, Meals on Wheels and our on-going partnership with the co-located Toy Library.</li> <li>• Local history is supported by regular scrap-booking, family history and Māori Battalion projects.</li> </ul> <p>We look forward to providing an office for the community-led development group, Fab Feathy in 2018/19.</p>
--	--	---	---



<p><b>Marketing</b></p> <p>The Centre's purpose, strengths and services are promoted.</p>	<p>The Centre is well-known and used by an increasing number and diversity of people.</p>	<p>Use a variety of media, such as the Phoenix, local newspapers, posters brochures, email and the Centre's Facebook and website, to promote activities at the Centre.</p> <p>Ensure the Centre's brochure and website are up-to-date and accessible.</p> <p>Facilitate meetings with Centre users, interested groups and community representatives to promote networking and collaboration.</p> <p>Let the community know we pay a living wage.</p> <p>Lobby for more public meetings to be held at the Centre (like Community Board meetings).</p> <p>Hold an event (like the Art Sale) that brings in new people.</p> <p>Increase Facebook "likes" from 500 to 600</p> <p>More users and more services.</p>	<p>Activities and services at Centre are promoted monthly in the Phoenix which is delivered free to every urban Featherston resident.</p> <p>The Centre's website provides up-to-date information and allows users to book the facilities online (<a href="http://featherstoncommunity.org.nz/">featherstoncommunity.org.nz/</a>).</p> <p>Our annual art sale is now known as the Featherston Art Sale. It is run each May (just after the financial end of year) concurrently with the community Featherston Booktown event. It continues to be successful financially and as a community event that introduces lots of new artists and people to the Centre.</p> <p>The Centre's Facebook page actively promotes services and activities at the Centre, as well as serving as a forum for the promotion of community services and events occurring at other venues (<a href="https://www.facebook.com/FeatherstonCommunity">FeatherstonCommunity</a>). Likes have grown by over 100 people during the year to 616. Posts are regularly viewed by an average of 300 people with some posts viewed by over 1000 people.</p>

<p><b>Governance</b></p> <p>The Board uses rigorous and robust procedures to sustain and enhance the Centre.</p>	<p>The Board meets regularly to ensure Centre matters are managed in a timely manner.</p> <p>The Board maintains sound financial management.</p> <p>The Board is guided by the Centre's constitution, strategies and policies.</p> <p>The Board membership reflects the diversity of the community and the needs of the Trust.</p> <p>The Board is receptive to new ideas and projects that will further enhance the offering we make to our Community.</p>	<p>Centre strategies, policies and delegations are reviewed at least annually, and posted on the Centre website as appropriate.</p> <p>Hold monthly Board meetings with minutes produced within a week thereof.</p> <p>Report at least annually to the community on Centre finances, activities, opportunities and challenges.</p> <p>Review the Board membership and develop a recruitment plan for new members.</p> <p>There is a quorum at every Board meeting.</p>	<p>The Board focuses on the use of a strategic plan, policies and delegations, which has provides clear roles for each board member. This allows the work load to be distributed in a way that promotes certainty for Board members and Centre staff.</p> <p>The Board is strong and capable and all meetings had a quorum. Nonetheless we have a relatively high turnover, similar to the previous year.</p>
--	---	--	---

***Financial reports***

**Trust Information**  
**Featherston Community Centre Charitable Trust**  
**For the year ended 31 March 2018**

**1. Trustee Board:**

Snita Ahir-Knight  
Wendy Dyson  
Emily Greenberg (Chair)  
Graham Evans  
Paul Mason  
Maud Bot  
Shannon Steven  
Rupert Watson  
Patsy Wooles

**2. Administrator:**

Siv Fjaerestad

**3. Registered Number:**

CC22560

**4. Registered Office:**

14 Wakefield St  
Featherston  
Wairarapa  
New Zealand

**5. Reviewer:**

Toby Hempleman

**6. Bankers:**

Kiwibank

**Statement of Financial Performance**  
**Featherston Community Centre Charitable Trust**  
**For the 12 months ended 31 March 2018**

**Mar-18                      Mar-17**

**Income**

**Rent**

Age Concern Wairarapa WOOPS	\$0.00	\$217.39
Alistair Scott	\$0.00	\$46.95
Art for Everyone	\$186.00	\$0.00
Autism NZ Wairarapa Upper Hutt	\$34.78	\$104.34
Bolivia and Bridge Groups	\$635.00	\$84.00
Book Group	\$96.80	\$133.30
Boomerang Bags	\$122.39	\$0.00
Child Youth & Family	\$0.00	\$125.22
Community Networks Wairarapa	\$130.44	\$0.00
Connecting Communities Wairarapa	\$104.35	\$208.70
Co-Working Meet-Up	\$0.00	\$30.00
Department of Conservation	\$111.30	\$0.00
Dick Smith	\$347.83	\$1,565.19
Earth Care Environmental	\$15.65	\$0.00
Featherston Beautification Gro	\$39.00	\$70.00
Featherston Seniors Social Club Cards	\$519.80	\$258.00
Featherston Singers	\$30.00	\$0.00
Featherston Toy Library	\$317.39	\$517.39
Featherston Wahine Singers	\$671.50	\$0.00
Feldenkrais	\$800.00	\$660.89
Footprints in Featherston	\$0.00	\$16.00
Friday Needlework & Crafts	\$1,825.50	\$1,691.60
Fruition	\$0.00	\$121.74
Fstn Cloth Collective	\$268.00	\$0.00
Games Group	\$0.00	\$5.00
Genesis Energy	\$1,921.74	\$0.00
Greater Wellington RC	\$677.76	\$473.04
Juesday Art	\$0.00	\$6.00
Grant from Featherston's Own - Juesday Art Cl	\$785.00	\$920.00
Kim Goodall	\$170.44	\$173.92
Koha (income - other)	\$0.00	\$132.80
Labour Party - Sth Wairarapa	\$236.09	\$0.00
Literacy Wairarapa	\$1,269.56	\$1,326.10
Lucy Cooper	\$17.39	\$17.40
Mah Jong	\$644.70	\$554.00
Monday Knitting @ Craft	\$952.90	\$952.90
Narcotics Anonymous	\$347.84	\$326.09
Nga Uri O Te Rua Tekau	\$1,521.73	\$600.00
Nick Arnott-Steel Counselling	\$17.39	\$0.00
One off hire: Birthday parties	\$173.92	\$95.65
One off hire: Community/Public Meeting	\$130.00	\$61.48
One off hire: Workshop/Focus groups	\$82.52	\$77.39
Paper Arts & Crafts	\$30.44	\$0.00
Pathways	\$8.70	\$0.00
Piano hire	\$0.00	\$10.00

Pilates with Kathy Brough	\$0.00	\$252.17
Psychology Wairarapa	\$0.00	\$34.79
Quilting Drop-In	\$0.00	\$14.00
Red Cross	\$452.17	\$452.17
Relational Wairarapa	\$26.00	\$6.00
Residents & Ratepayers rental	\$41.74	\$56.74
Saturday Scrapbooking	\$66.17	\$132.86
School Holiday Programmes	\$8.00	\$0.00
Sheree Vluggen	\$147.82	\$0.00
Snita Ahir-Knight	\$387.85	\$566.96
The Community Game	\$0.00	\$39.13
Trish Nicholl	\$0.00	\$8.70
Trudi Betschart Counselling	\$26.09	\$200.01
Ukulele	\$1,181.60	\$967.80
Vincent Waide	\$0.00	\$43.48
Wai REAP (rental)	\$256.52	\$600.01
Wairarapa Community Law	\$217.40	\$217.40
Whaiora	\$0.00	\$21.74
Womens Refuge	\$95.66	\$0.00
Wools NZ	\$0.00	\$26.09
Work & Income	\$0.00	\$2,869.58
WOW Toastmasters	\$21.74	\$21.74
Yoga with Nicki Stewart	\$156.52	\$0.00
Yoga with Odette Rowe	\$400.00	\$421.73
Zine Workshop	\$0.00	\$67.00
<b>Total Rent</b>	<b>\$18,729.13</b>	<b>\$18,602.58</b>
<b>Total Rents</b>	<b>\$18,729.13</b>	<b>\$18,602.58</b>

### Less Operating Expenses

#### Administration Expenses

Accounting Fees	\$561.00	\$561.00
Advertising & Marketing	\$1,272.15	\$1,490.06
Audit Fees	\$150.00	\$150.00
Bank Fees	\$134.37	\$298.06
Board & Meeting Expenses	\$150.00	\$130.43
Boiler Maintenance	\$312.00	\$639.28
Building Maintenance - Internal	\$0.00	\$1,073.66
Building Maintenance - External	\$1,092.50	\$1,630.00
Charities Commission	\$44.44	\$44.44
Cleaning Expenses	\$494.78	\$562.57
Council Rates	\$2,064.79	\$2,001.94
Diesel	\$1,923.11	\$1,530.17
Electricity Expenses	\$1,801.95	\$1,800.77
Fire Safety Audit	\$390.00	\$390.00
Firewood	\$94.54	\$39.24
Food	\$630.67	\$543.88
Grounds	\$26.09	\$15.65
Koha & Donations	\$263.90	\$0.00
Miscellaneous	\$705.96	\$409.03
Postage, Printing & Stationery	\$896.33	\$592.08
Security	\$434.33	\$436.28

Telephone, Tolls & Internet	\$1,185.73	\$1,574.73
Volunteer Expenses	\$149.24	\$340.86
Waste Removal	\$65.22	\$52.18
<b>Total Administration Expenses</b>	<b>\$14,843.10</b>	<b>\$16,306.31</b>

First Sovereign Grant for specific Expenses	-\$1,604.97	\$0.00
---	-------------	--------

**Insurance Expenses**

Business Insurance	\$3,420.38	\$4,547.50
Public Liability Insurance	\$235.20	\$0.00

<b>Total Insurance Expenses</b>	<b>\$3,655.58</b>	<b>\$4,547.50</b>
---------------------------------	-------------------	-------------------

T G McCarthy Trust Insurance Grant	-\$2,200.00	-\$2,460.87
------------------------------------	-------------	-------------

<b>Net Insurance Costs</b>	<b>\$1,455.58</b>	<b>\$2,086.63</b>
----------------------------	-------------------	-------------------

<b>Total Operating Expenses</b>	<b>\$14,693.71</b>	<b>\$18,392.94</b>
---------------------------------	--------------------	--------------------

<b>Net Operating Surplus</b>	<b>\$4,035.42</b>	<b>\$209.64</b>
------------------------------	-------------------	-----------------

**Payroll Expenses**

ACC Expenses	\$171.76	\$166.24
Staff Training Expenses	\$0.00	\$195.65

Wages & Salaries Expenses	\$26,705.38	\$29,405.08
---------------------------	-------------	-------------

<b>Total Payroll Expenses</b>	<b>\$26,877.14</b>	<b>\$29,766.97</b>
-------------------------------	--------------------	--------------------

**Less Grants Received for Payroll**

COGS	\$0.00	\$5,000.00
------	--------	------------

Eastern & Central Community	\$4,000.00	\$0.00
-----------------------------	------------	--------

Lotteries Commission (salaries)	\$15,000.00	\$20,000.00
---------------------------------	-------------	-------------

Wairarapa REAP	\$2,655.12	\$2,655.12
----------------	------------	------------

	<b>\$21,655.12</b>	<b>\$27,655.12</b>
--	--------------------	--------------------

<b>Net Payroll Expenses met by Centre</b>	<b>\$5,222.02</b>	<b>\$2,111.85</b>
---	-------------------	-------------------

**Donations for Specific Projects**

**Carpet Renewal**

Lion Foundation	\$19,000.00	\$0.00
-----------------	-------------	--------

Cost of Installed Carpets	-\$18,561.07	\$0.00
---------------------------	--------------	--------

to Grants in advance	-\$438.93	\$0.00
----------------------	-----------	--------

**Cathy Bartlett Posters**

Givealittle	\$600.00	\$0.00
-------------	----------	--------

Cost of posters	-\$600.00	\$0.00
-----------------	-----------	--------

**Senior Citizens Donation**

FSTN Senior Citizens Social Club	\$0.00	\$3,000.00
----------------------------------	--------	------------

Purchase Chairs	-\$398.00	-\$2,587.00
-----------------	-----------	-------------

unspent portion to Grants in advance	\$413.00	-\$413.00
--------------------------------------	----------	-----------

**Featherston's Own Charitable Trust**

Grants	\$1,000.00	\$880.00
--------	------------	----------

Purchase Dishwasher		-\$765.22
---------------------	--	-----------

Purchase Printer	-\$270.72	
------------------	-----------	--

unspent portion of Firewood grant to GiA	-\$500.00	
--	-----------	--

<b>Net Specific Donations</b>	<b>\$244.28</b>	<b>\$114.78</b>
-------------------------------	-----------------	-----------------

**Other Grants Received**

Givealittle	\$264.50	\$0.00
Featherston Community Board	\$500.00	\$0.00

<b>Total Other Grants</b>	<b>\$764.50</b>	<b>\$0.00</b>
---------------------------	-----------------	---------------

**Plus Other Income**

Art Sale Net proceeds <i>including grant of \$200 (incl GST) from Open All Hours Community Fund &amp; raffle</i>	\$3,203.34	\$2,219.49
Trust House grant for Art Sale	\$0.00	\$173.91
Car boot Sales	\$163.00	\$0.00
Donations	\$291.30	\$333.30
Interest	\$1,025.31	\$787.83
Koha	\$15.00	\$35.20

<b>Total Other Income</b>	<b>\$4,697.95</b>	<b>\$3,549.73</b>
---------------------------	-------------------	-------------------

**Purchases**

<b>Total Purchases</b>	<b>\$0.00</b>	<b>\$0.00</b>
------------------------	---------------	---------------

<b>Net Surplus before Depreciation</b>	<b>\$4,520.13</b>	<b>\$1,762.30</b>
--	-------------------	-------------------

**Non Cash Items**

**Depreciation**

Building Fit-Out Depn	\$1,592.37	\$696.69
Furniture Depn	\$921.23	\$589.22
Office Equipment Depn	\$131.26	\$66.90
Plant & Equipment Depn	\$421.86	\$462.90

<b>Total Depreciation</b>	<b>\$3,066.72</b>	<b>\$1,815.71</b>
---------------------------	-------------------	-------------------

<b>Surplus /Loss for the Year</b>	<b>\$1,453.41</b>	<b>-\$53.41</b>
-----------------------------------	-------------------	-----------------

Reverse Asset purchases - printer & carpet	\$18,831.79	
--	-------------	--

Reverse Net change in 2017 Senior grant	-\$15.00	
---	----------	--

<b>Current Year Earnings</b>	<b>\$20,270.20</b>	<b>-\$53.41</b>
------------------------------	--------------------	-----------------

Historic Adjustment	\$0.00	\$1,500.00
---------------------	--------	------------

Reverse Depreciation	\$3,066.72	\$1,815.71
----------------------	------------	------------

Asset purchase	-\$18,831.79	
----------------	--------------	--

Lotteries Grant Received in Advance 2018	\$20,000.00	
--	-------------	--

Lotteries Grant Received in Advance 2017	-\$15,000.00	\$15,000.00
--	--------------	-------------

Seniors Grant unspent portion	-\$398.00	\$413.00
-------------------------------	-----------	----------

Lion Foundation unspent portion carpet	\$438.93	
--	----------	--

Fresh Choice Grant for Art Sale	\$434.78	
---------------------------------	----------	--

Featherston's Own CT firewood grant	\$500.00	
-------------------------------------	----------	--

change sundry debtors	\$468.36	-\$786.00
-----------------------	----------	-----------



change sundry creditors \$2,046.13 \$285.77

<b>Net Cash Flow</b>	<b>\$12,995.33</b>	<b>\$18,175.07</b>
Opening Bank	\$59,129.27	\$40,954.20
Closing Bank	\$72,124.60	\$59,129.27

**Statement of Movement in Equity**  
**Featherston Community Centre Charitable Trust**  
**As at 31 March 2018**

**31 Mar 2018      31 Mar 2017**

**Equity**

Opening Balance	\$378,719.14	\$373,507.33
Current Year Earnings	\$20,270.20	\$5,211.81
Land Revaluation Reserve	\$21,074.49	\$0.00
<b>Total Equity</b>	<b>\$420,063.83</b>	<b>\$378,719.14</b>

---

**Notes:**

1: Contingency Reserve - See Note 9

**Statement of Financial Position**  
**Featherston Community Centre Charitable Trust**  
**As at 31 March 2018**

**31 Mar 2018      31 Mar 2017**

**Assets**

**Bank**

Call - 38-9005-0917230-02	\$99.20	\$530.00
General - 38-9005-0917230-01	\$39,725.99	\$21,385.75
Petty Cash/Cash On Hand	\$30.00	\$44.15
Saver - 38-9005-0917230-05	\$3,672.96	\$3,591.32
Wages - 38-9005-0917230-01	\$285.65	\$5,297.22
Westpac General	\$1,792.15	\$3,280.83
Westpac Term	\$26,518.65	\$25,000.00
<b>Total Bank</b>	<b>\$72,124.60</b>	<b>\$59,129.27</b>

**Current Assets**

Interest Income Accrued	\$124.64	\$700.00
Trade Debtors	\$358.00	\$251.00
<b>Total Current Assets</b>	<b>\$482.64</b>	<b>\$951.00</b>

**Fixed Assets**

**Building Fit-Out**

Opening Balance	\$4,085.14	\$4,781.83
Building Fit-Out	\$18,561.07	\$0.00
Less Accumulated Deprecia	-\$1,592.37	-\$696.69
<b>Total Building Fit-Out</b>	<b>\$21,053.84</b>	<b>\$4,085.14</b>

**Furniture**

Opening Balance	\$5,609.60	\$3,611.82
Furniture	\$398.00	\$2,587.00
Less Accumulated Deprecia	-\$921.23	-\$589.22
<b>Total Furniture</b>	<b>\$5,086.37</b>	<b>\$5,609.60</b>

**Land**

Opening Balance	\$155,000.00	\$155,000.00
Land	-\$155,000.00	\$0.00
<b>Total Land</b>	<b>\$0.00</b>	<b>\$155,000.00</b>

**Land and Buildings**

Opening Balance	\$168,925.51	\$168,925.51
Land & Buildings	\$176,074.49	\$0.00
<b>Total Land and Buildings</b>	<b>\$345,000.00</b>	<b>\$168,925.51</b>

**Office Equipment**

Opening Balance	\$111.90	\$178.80
Office	\$270.72	\$0.00
Less Accumulated Deprecia	-\$131.26	-\$66.90
<b>Total Office Equipment</b>	<b>\$251.36</b>	<b>\$111.90</b>

**Plant & Equipment**

Opening Balance	\$2,193.31	\$1,890.99
Plant & Equipment	-\$375.00	\$765.22
Less Accumulated Deprecia	-\$46.86	-\$462.90
<b>Total Plant &amp; Equipment</b>	<b>\$1,771.45</b>	<b>\$2,193.31</b>

<b>Total Fixed Assets</b>	<b>\$373,163.02</b>	<b>\$335,925.46</b>
---------------------------	---------------------	---------------------

<b>Total Assets</b>	<b>\$445,770.26</b>	<b>\$396,005.73</b>
---------------------	---------------------	---------------------

**Liabilities**

**Current Liabilities**

Grants in Advance	\$21,373.71	\$15,000.00
GST	\$3,160.22	\$2,114.09
Sundry Creditors	\$1,000.00	\$0.00
Trade Creditors	\$172.50	\$172.50
<b>Total Current Liabilities</b>	<b>\$25,706.43</b>	<b>\$17,286.59</b>

<b>Total Liabilities</b>	<b>\$25,706.43</b>	<b>\$17,286.59</b>
--------------------------	--------------------	--------------------

<b>Net Assets</b>	<b>\$420,063.83</b>	<b>\$378,719.14</b>
-------------------	---------------------	---------------------

**Equity**

Contingency Reserve	\$15,000.00	\$15,000.00
Current Year Earnings	\$20,270.20	\$5,211.81
Land Revaluation Reserve	\$162,898.49	\$141,824.00
Retained Earnings	\$221,895.14	\$216,683.33
<b>Total Equity</b>	<b>\$420,063.83</b>	<b>\$378,719.14</b>

**Notes:**

: Signed .....

1: Contingency Reserve - See Note 9

**Schedule of Fixed Assets**  
**Featherston Community Centre Charitable Trust**  
**1 April 2017 to 31 March 2018**

Name	Number	Cost	Rate	Purchased	Disposed	1-Apr-17	Purchases	Depreciation	Disposals	Accum Dep	31-Mar-18
<b>Building Fit-Out</b>											
2017 18 new carpet blinds	FA-0046	\$18,561.07	13.0% DV	16/11/2017		\$0.00	\$18,561.07	\$1,005.39	\$0.00	\$1,005.39	\$17,555.68
electrical fans	FA-0003	\$1,396.76	13.0% DV	25/05/2014		\$931.22	\$0.00	\$121.06	\$0.00	\$586.60	\$810.16
Fencing & Gates	FA-0010	\$3,300.00	12.0% DV	1/01/2012		\$1,880.18	\$0.00	\$225.62	\$0.00	\$1,645.44	\$1,654.56
Heating Extension	FA-0012	\$7,804.00	19.2% DV	1/01/2012		\$831.89	\$0.00	\$159.72	\$0.00	\$7,131.83	\$672.17
Log Fire	FA-0009	\$3,485.00	48.0% DV	1/01/2012		\$5.49	\$0.00	\$2.64	\$0.00	\$3,482.15	\$2.85
Outside Lighting	FA-0011	\$303.00	80.4% DV	1/01/2012		\$0.05	\$0.00	\$0.04	\$0.00	\$302.99	\$0.01
Signs	FA-0013	\$587.00	12.0% DV	1/01/2012		\$239.88	\$0.00	\$28.79	\$0.00	\$375.91	\$211.09
<b>Total Building Fit-Out</b>		<b>\$35,889.87</b>				<b>\$4,085.14</b>	<b>\$18,561.07</b>	<b>\$1,592.37</b>	<b>\$0.00</b>	<b>\$14,836.03</b>	<b>\$21,053.84</b>
<b>Furniture</b>											
13 polo chairs	FA-0042	\$2,587.00	16.0% DV	9/03/2017		\$2,552.51	\$0.00	\$408.40	\$0.00	\$442.89	\$2,144.11
2 polo chairs	FA-0044	\$398.00	16.0% DV	10/06/2017		\$0.00	\$398.00	\$53.07	\$0.00	\$53.07	\$344.93
Chairs	FA-0014	\$2,723.00	19.2% DV	1/01/2012		\$446.27	\$0.00	\$85.68	\$0.00	\$2,362.41	\$360.59
Classroom Vinyl	FA-0016	\$2,257.00	24.0% DV	1/01/2012		\$179.10	\$0.00	\$42.98	\$0.00	\$2,120.88	\$136.12
Curtaining	FA-0015	\$727.00	30.0% DV	1/01/2012		\$44.93	\$0.00	\$13.48	\$0.00	\$695.55	\$31.45
Folding Tables	FA-0037	\$2,994.00	13.0% DV	17/10/2014		\$2,118.86	\$0.00	\$275.45	\$0.00	\$1,150.59	\$1,843.41
Television & DVD's	FA-0017	\$1,111.00	48.0% DV	1/01/2012		\$20.95	\$0.00	\$10.06	\$0.00	\$1,100.11	\$10.89
Trolley for trestles	FA-0038	\$349.00	13.0% DV	17/10/2014		\$246.98	\$0.00	\$32.11	\$0.00	\$134.13	\$214.87
<b>Total Furniture</b>		<b>\$13,146.00</b>				<b>\$5,609.60</b>	<b>\$398.00</b>	<b>\$921.23</b>	<b>\$0.00</b>	<b>\$8,059.63</b>	<b>\$5,086.37</b>
<b>Land &amp; Buildings</b>											
Building Alterations	FA-0006	\$37,425.41	0.0% Non€	1/03/2014		\$34,275.41	\$0.00	\$0.00	\$0.00	\$3,150.00	\$34,275.41
Fisher Windows	FA-0007	\$6,328.00	0.0% Non€	1/01/2012		\$3,543.00	\$0.00	\$0.00	\$0.00	\$2,785.00	\$3,543.00
L&B revaluation 30 Sept 2018	FA-0050	\$21,074.49	0.0% Non€	30/09/2017		\$0.00	\$21,074.49	\$0.00	\$0.00	\$0.00	\$21,074.49
Land	FA-0004	\$155,000.00	0.0% Non€	1/01/2014		\$155,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$155,000.00
New Roof	FA-0008	\$93,195.00	0.0% Non€	1/01/2012		\$93,195.00	\$0.00	\$0.00	\$0.00	\$0.00	\$93,195.00
Original Building	FA-0005	\$48,730.00	0.0% Non€	1/01/1984		\$35,935.00	\$0.00	\$0.00	\$0.00	\$12,795.00	\$35,935.00
Ramp	FA-0035	\$500.50	0.0% Non€	28/07/2014		\$500.50	\$0.00	\$0.00	\$0.00	\$0.00	\$500.50
toilet windows	FA-0033	\$613.60	0.0% Non€	11/07/2014		\$613.60	\$0.00	\$0.00	\$0.00	\$0.00	\$613.60
toilet windows	FA-0034	\$863.00	0.0% Non€	11/07/2014		\$863.00	\$0.00	\$0.00	\$0.00	\$0.00	\$863.00
<b>Total Land &amp; Buildings</b>		<b>\$363,730.00</b>				<b>\$323,925.51</b>	<b>\$21,074.49</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18,730.00</b>	<b>\$345,000.00</b>
<b>Office</b>											
Brother Printer (incl Cashback)	FA-0045	\$270.72	40.0% DV	17/06/2017		\$0.00	\$270.72	\$90.24	\$0.00	\$90.24	\$180.48
Office Desks	FA-0018	\$300.00	19.2% DV	1/01/2012		\$17.94	\$0.00	\$3.44	\$0.00	\$285.50	\$14.50
Toshiba Laptop	FA-0019	\$776.00	40.0% DV	1/01/2012		\$93.96	\$0.00	\$37.58	\$0.00	\$719.62	\$56.38
<b>Total Office</b>		<b>\$1,346.72</b>				<b>\$111.90</b>	<b>\$270.72</b>	<b>\$131.26</b>	<b>\$0.00</b>	<b>\$1,095.36</b>	<b>\$251.36</b>

**Plant & Equipment**

2 x Gas Heater & Bottle	FA-0025	\$573.00	48.0% DV	1/01/2012		\$20.95	\$0.00	\$10.06	\$0.00	\$562.11	\$10.89
Aluminium Extension Ladder	FA-0030	\$430.00	19.2% DV	1/01/2012		\$118.69	\$0.00	\$22.79	\$0.00	\$334.10	\$95.90
Boiling Unit	FA-0029	\$810.00	24.0% DV	1/01/2012		\$183.49	\$0.00	\$44.04	\$0.00	\$670.55	\$139.45
Diesel Boiler	FA-0026	\$4,595.00	19.2% DV	1/01/2012		\$342.36	\$0.00	\$65.73	\$0.00	\$4,318.37	\$276.63
dishwasher	FA-0043	\$765.22	20.0% DV	28/09/2016		\$675.94	\$0.00	\$135.19	\$0.00	\$224.47	\$540.75
Metal Stacking Chairs	FA-0028	\$719.00	19.2% DV	1/01/2012		\$95.48	\$0.00	\$18.33	\$0.00	\$641.85	\$77.15
Microwave (Inc. Accessories)	FA-0022	\$375.00	50.0% DV	1/01/2012	31/03/2018	\$2.00	\$0.00	\$0.00	\$2.00	\$0.00	\$0.00
Motor Mower	FA-0027	\$623.00	60.0% DV	1/01/2012		\$4.03	\$0.00	\$2.42	\$0.00	\$621.39	\$1.61
New Signs	FA-0039	\$620.00	10.0% DV	16/12/2014		\$485.46	\$0.00	\$48.55	\$0.00	\$183.09	\$436.91
old vacuum cleaner	FA-0040	\$700.00	67.0% DV	1/01/2012		\$0.72	\$0.00	\$0.48	\$0.00	\$699.76	\$0.24
Projector	FA-0021	\$519.00	25.0% DV	23/07/2013		\$183.09	\$0.00	\$45.77	\$0.00	\$381.68	\$137.32
Range & Hood	FA-0024	\$1,776.00	36.0% DV	1/01/2012		\$36.17	\$0.00	\$13.02	\$0.00	\$1,752.85	\$23.15
Refrigerator	FA-0023	\$818.00	30.0% DV	1/01/2012		\$44.93	\$0.00	\$13.48	\$0.00	\$786.55	\$31.45
<b>Total Plant &amp; Equipment</b>		<b>\$13,323.22</b>				<b>\$2,193.31</b>	<b>\$0.00</b>	<b>\$419.86</b>	<b>\$2.00</b>	<b>\$11,176.77</b>	<b>\$1,771.45</b>
<b>Total</b>		<b>\$427,435.81</b>				<b>\$335,925.46</b>	<b>\$40,304.28</b>	<b>\$3,064.72</b>	<b>\$2.00</b>	<b>\$53,897.79</b>	<b>\$373,163.02</b>

**Notes to the Financial Statements**  
**Featherston Community Centre Charitable Trust**  
**For the year ended 31 March 2018**

**1. Statement of Accounting Policies:**

Featherston Community Centre Charitable Trust is a Trust. These Financial Statements are general purpose financial statements and have been prepared in accordance with generally accepted accounting practices.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

**2. Changes in Accounting Policies:**

There have been no changes in Accounting Policies. All policies have been applied on bases consistent with those used in previous years.

**3. Fixed Assets and Depreciation:**

All fixed assets, other than Land (see note 9 below) are recorded at cost less accumulated depreciation.

Depreciation of the assets has been calculated at the maximum rates permitted by the Income Tax Act 2007.

The entity has the following asset classes:

Building Fit-Out @ Cost. 12% - 80.4% Diminishing Value

Building Fit-Out Additions. 13% - 25% Diminishing Value

Buildings Additions. 0% Diminishing Value

Buildings At Cost. 0% Diminishing Value

Furniture At Cost. 16% - 48% Diminishing Value

Office Equipment At Cost. 19.2% - 40% Diminishing Value

Plant & Equipment At Cost. 19.2% - 67% Diminishing Value

**4. Goods and Services Tax:**

These financial statements have been prepared on a GST exclusive basis with the exception of Accounts Receivable and Accounts Payable.

**5. Accounts Receivable:**

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

**6. Review:**

These financial statements have been reviewed By Mr T Hempleman and his review report is attached.

**7. Contingent Liabilities:**

As at the balance date the trust had no contingent liabilities (2017: nil)

**8. Fixed Assets:**

The entity has the following fixed assets recorded:

<b>Building Fit-Out</b>	<b>\$21,053.84</b>
At cost	\$35,889.87
Less Accumulated Depreciation	-\$14,836.03
<b>Furniture</b>	<b>\$5,086.37</b>
At cost	\$13,146.00
Less Accumulated Depreciation	-\$8,059.63
<b>Land &amp; Buildings</b>	<b>\$345,000.00</b>
At cost	\$363,730.00
Less Accumulated Depreciation	-\$18,730.00
<b>Office</b>	<b>\$251.36</b>
At cost	\$1,346.72
Less Accumulated Depreciation	-\$1,095.36
<b>Plant &amp; Equipment</b>	<b>\$1,771.45</b>
At cost	\$12,948.22
Less Accumulated Depreciation	-\$11,176.77
<b>Total Fixed Assets</b>	<b>\$373,163.02</b>

9. Other Notes:



## Statement of Commitments

As at the balance date the trust had no capital commitments (2017: nil)

## Building Valuation

The building was assessed as having a Market Value of \$220,000 as at September 2014

## Land Valuation

Quotable Value Ltd assessed the land worth \$275,000 and the improvements at \$75,000 in their Sept 2017 Rating Valuation. In these accounts, the Trustees have determined to combine the land and buildings into one account of \$345,000. This obviously undervalues the building, but is appropriate for the purposes of the accounts.

## Contingency Reserve

In quarter 1, 2016, the Board established a Contingency Reserve of \$15,000 for the express purpose of being available in the event of an unforeseen event or events that might reduce the Trust's income to such a level that it might be difficult to meet ongoing expenses of operating the Trust's assets. By having the funds available from the reserve in such a situation, the Board will have a breathing space to consider and determine a suitable course of action to correct the shortfall, without detracting from ongoing service provision to the community. The Reserve was not required in the 2017/18 year.

**FEATHERSTON COMMUNITY CENTRE CHARITABLE TRUST**

**REVIEW OF FINANCIAL STATEMENTS**

**For the Year ended 31 March 2018**

I have reviewed the financial statements of the Featherston Community Centre Charitable Trust for the financial period ended 31 March 2018

**FEATHERSTON COMMUNITY CENTRE CHARITABLE TRUST  
RESPONSIBILITIES**

It is the responsibility of the Featherston Community Centre Charitable Trust to prepare financial statements which give a true and fair view of the financial position of the Trust as at 31 March 2018 and of the income and expenditure for the year ended on that date.

**REVIEWER'S RESPONSIBILITIES**

It is my responsibility to review and express an independent opinion of the financial statements and to report my opinion to the Featherston Community Centre Charitable Trust.

**BASIS OF OPINION**

My review was conducted with regard to these responsibilities. I obtained all the information and explanations that I considered necessary to conduct my review and to satisfy myself that proper financial records had been kept.

**OPINION**

In my opinion the financial reports fairly reflect the financial position of the Featherston Community Centre Charitable Trust as at 31 March 2018

My review was completed on 9 July 2018 and my opinion is expressed as at that date.



**TOBY HEMPLEMAN**  
B. Com,  
Masterton