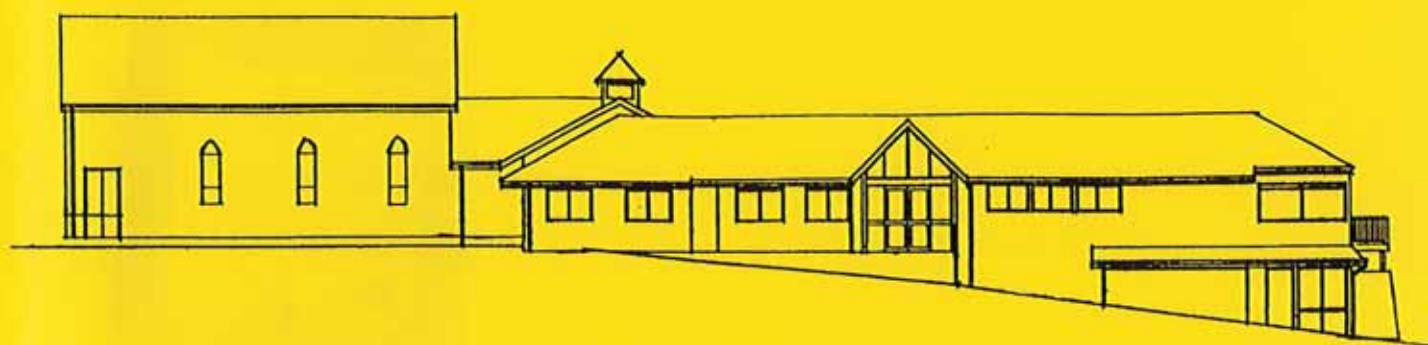


# 27<sup>th</sup> ANNUAL REPORT



GLENFIELD COMMUNITY

CENTRE INC. 2004



## **Glenfield Community Centre Incorporated Governance Group Chairperson's Report to the Annual General Meeting 2004**

The Glenfield Community Centre Inc has in the past year continued to grow and mature, to develop the services it provides for the community, and to maintain its high standards. And that isn't just my opinion. The North Shore Community and Social Services affirmed the excellence of the financial and administrative work of the Centre by conferring on us a Civic Award. It is quite unusual for a first time entrant to win an award so this is high praise indeed. Another outside recognition of quality work in the Centre is the Winning Team prize won by the Centre School Holiday Programme at the Go Kids! Olympics attended by North Shore programmes. As well, the Early Learning Centre was given a glowing report by the Education Review Office after its three-yearly review.

### **Special Celebrations**

Other activities have also been very successful. The Chinese New Year celebration, which was held in the courtyard, drew about 400 people who came to watch the presentations and enjoy the products offered at the stalls. Thanks to Nancy's hard work the National Children's Day event was also very popular and a variety of activities entertained the 300 children who attended. Another joyful celebration, attended by the Mayor, was the opening of the new Early Learning Centre playground.

### **Governance Group**

A major work for the Governance Group has been composing policies and making policy decisions for the Centre. A *Code of Conduct*, *Complaints Procedures*, and a *Harassment Policy* are now in place, and major policy decisions have been made about smoking and parking. Some work is still to be done on OSH and Health policies. It was decided that it was not necessary at this time to have a specific Bereavement Policy.

In February the Centre was declared a 'No Smoking' area and an old bus shelter was installed on the downstairs external wall to cater for smokers. The long-standing problem of not having sufficient parking has been addressed and restrictions have been put in place for the busiest times. What was the Crèche has been renamed the Early Learning Centre as it was felt this expressed more clearly the educational opportunities it offers. And, rather sadly it was decided to close the After-School Care Programme as it was no longer viable with so many other programmes now available in other places.

During the year concerns were raised by some members of the Governance Group about the influence of the Executive and relationships in the Centre. These people, and other interested members, met and discussed a number of issues. It was during these discussions that it was realised that after almost 11 years of negotiating – and some time of forgetting about it – the Lease between the Community Centre, the Methodist Church of New Zealand, and the North Shore City Council had never been finalised. The Governance Group has pursued this matter and it is now being signed. At last we will be legal!

### **Buildings and Grounds**

The buildings and grounds of the Centre have had some upgrading. The Early Learning Centre's playground has been totally revamped – caused in part by the news that the City Council is reclaiming for road widening some land they have allowed the Centre to use. The courtyard gardens have been given a much appreciated make-over by the Garden Club that meets in the Centre. A security fence has been erected at the rear of the building to protect us, and painting of the foyer, hallway and kitchen will begin next weekend.

In the Centre ten-year maintenance plan cladding and guttering were scheduled to be a focus this year. The North Shore City Council commissioned, and paid for, a report by the Joyce Group on monolithic cladding defects at the Centre. It was found that in general our building is in good condition but some specific spots require attention. This maintenance is underway.

## **GLENFIELD EARLY LEARNING CENTRE**

### **ANNUAL REPORT 2004**

Over the past year there have been four notable highlights.

Firstly, we are no longer known as the Glenfield Community Creche but operate under Glenfield Early Learning Centre. Over time the staff in particular felt that the parents still considered our Centre to be a shopper's crèche and therefore the focus as an educational facility continued to take the back step. It was an important move in the Centre's professional development to indicate to the public via our name that we followed a curriculum and programmed learning experiences for the children. We received from The Ministry of Education our amended Certificate of Licence in February 2004.

Secondly, the outdoor playground environment has been completed to stage one. From May 2003 the Administrator, Executive and I worked towards achieving an outdoor area that addressed the Council requirement to take playground land back for the Glenfield Roding Development and to accommodate the outdoor needs of our children and the school holiday programme children. Funding was received from the North Shore City Council allowing us the green light to proceed. 'Creative Playgrounds' were contracted to undertake the work through the Christmas school holidays thus reducing the impact in Term time. The official opening of our new playground took place on 26<sup>th</sup> March 2004 along with the celebration of our new Centre name.

Thirdly, the Ministry of Education reviewed our Centre in September 2003. These are some of the findings of the ERO report.

*"The Community Centre provides management expertise and supports the operation of the Creche through the licensee and chair of the Governance group. Closer links have increased accountability and enable the Centre to support the Creche as it provides education for children from the Glenfield Community.*

*Teachers have developed responsive and thoughtful programmes that recognise children's individual interests and strengths and focus of emergent learning underpinned by strong planning, assessment and evaluation. The Creche continues to provide good quality education and care for the children in an attractive learning environment."*

Fourthly, we have found it extremely hard to fill vacant staff positions that require ECE Diplomas. There is such a shortfall of trained, qualified staff in the Auckland region that Centres have to resort to reducing their funding rates to meet staff regulations or employ staff that don't necessarily compliment the programme or employ third year students and wait until they finish their courses and meet Ministry requirements. During this year we have had to employ agency relief staff and casual workers to meet requirements.

The Glenfield Early Learning Centre staff work tirelessly and individually contribute to the outcomes and success of the Centre. A team to be very proud of!

Jenny Boyd, Management Supervisor

## **AUDIT REPORT**

To the readers of the Financial Statements of the **Glenfield Community Centre Inc.**

I have audited the financial report included in the Annual Report of the Glenfield Community Centre Incorporated for the year ended 30 June 2004. The financial statements provide information about the past financial performance of the Centre and its financial position as at 30 June 2004. This information is stated in accordance with the accounting policies set out.

### **Governance Group's responsibilities.**

The Governance Group is responsible for the preparation of the financial statements which give a true and fair view of the financial position of the Glenfield Community Centre Incorporated as at 30 June 2004 and the results of its operations for the year ended 30 June 2004.

### **Auditor's Responsibilities.**

It is my responsibility to express an independent opinion on the financial statements presented by the Governance Group and report my opinion to you.

### **Basis of Opinion.**

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- The significant estimates and judgements made by the Governance Group in the preparation of the financial report.
- Whether the accounting policies are appropriate to the Centre's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with generally accepted auditing standards in New Zealand. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements. Other than in my capacity as auditor, I have no relationship with or interest in the Glenfield Community Centre.

### **Unqualified Opinion.**

I have obtained all the information and explanations I have required.

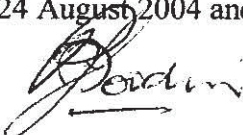
In my opinion:

- Proper accounting records have been kept by the Governance Group as far as appears from my examination of its records.
- The financial reports comply with generally accepted accounting practice.
- The financial report gives a true and fair view of the financial position of the Glenfield Community Centre as at 30 June 2004 and the results of its operations for the year ended at that date.

My audit was completed on 24 August 2004 and my unqualified opinion is expressed as at that date.

**B.C. Goodin, ACA, ACIS.**

**24 August 2004.**





**GLENFIELD COMMUNITY CENTRE  
STATEMENT OF FINANCIAL PERFORMANCE  
FOR THE YEAR ENDING 30 JUNE 2004**

	Jul 2003 to Jun 2004			Jul 2002 to Jun 2003		
	ELC	Centre SHP & ASC	Total	Creche	Centre SHP & ASC	Total
<b>INCOME</b>						
<b>Marketed Income</b>						
ELC Fees (incl WINZ)	68,755.50			71,143.94		
Rental Income-ELC,SHP,ASC		29,460.00			21,450.00	
Rental Income-Other Fixed		13,763.59			13,023.09	
Room Hire - Casual		48,409.03			50,765.75	
Holiday Programme		13,298.31			17,811.69	
After School Care		4,588.89			12,751.11	
			178,275.32			186,945.58
<b>Grants and Subsidies</b>						
Min of Education	88,291.11			94,425.74		
NSCC Contract Grant		36,000.00			36,000.00	
ASC Trnsprt Grant (OSCAR)					6,600.00	
SHP Grant (MOSD)		4,500.00				
Other Grants/ Donations			128,791.11			137,025.74
<b>Other Income</b>						
Bank Interest		4,974.05			4,846.47	
Alliance Construction					6,666.67	
Office Sales (p/cpy,hire, etc.)		2,073.18			2,814.63	
			7,047.23			14,327.77
<b>TOTAL INCOME</b>	<b>157,046.61</b>	<b>157,067.05</b>	<b>314,113.66</b>	<b>165,569.68</b>	<b>172,729.41</b>	<b>338,299.09</b>
<b>EXPENSES</b>						
<b>Staff</b>						
ACC	922.77	893.79		1,162.11	387.37	
Professional Development	493.34	880.00		580.31	298.88	
Uniforms & Immunisation	869.00			741.66		
Wages	94,945.40	68,030.56		87,317.33	62,729.00	
Wages (After School)		5,826.00			11,708.13	
Wages (Hol Prgm)		11,615.38			12,689.34	
Holiday Pay	7,884.71	5,269.71		8,337.54	4,048.87	
			197,630.66			190,000.54
<b>Administration</b>						
Accounting & Audit	2,775.00	3,475.00		2,525.00	2,525.00	
Advertising & Promotion	1,356.66	432.46		413.85		

	Jul 2003 to Jun 2004			Jul 2002 to Jun 2003		
	ELC	Centre SHP & ASC	Total	Creche	Centre SHP & ASC	Total
Bank Charges		383.41			411.39	
Bad Debts	150.00	447.34			1,265.62	
Insurance	712.58	2,850.30		903.69	1,848.11	
Legal & Consultancy					2,139.56	
Postage	156.49	598.24			723.37	
Printing & Stationery	782.86	1,968.04		632.22	2,406.81	
Subs & Membership	511.12	291.25		728.88	126.22	
Computer Exps	321.25	762.02			434.67	
			17,974.02			17,084.39
<b>Cleaning &amp; Grounds Mainten.</b>						
Contract Cleaners	4,739.33	8,727.93		4,782.53	6,831.01	
Cleaning Materials	1,068.68	2,903.32		1,060.87	2,497.73	
Ground Maintenance	351.69	508.97		500.08	412.52	
			18,299.92			16,084.74
<b>Operating Costs</b>						
Rates (Water)	2,086.86	2,466.51		1,928.58	2,472.18	
Rent - ELC / SHP&ASC	21,456.00	8,004.00		21,450.00		
Power		5,472.83		1,002.03	3,924.99	
Telephone	788.71	3,551.76		802.75	3,450.86	
Security	557.14	2,804.90		572.04	2,768.24	
Waste Disposal	425.85	1,079.19		386.68	784.04	
Repairs & Maintenance	871.68	13,926.83		1,617.99	10,878.50	
General Expenses	397.09	3,383.50		633.68	1,701.36	
Educational Equipment	1,000.00			1,838.35		
Educational Resources	3,041.95					
Educational Consumables	1,810.27			1,482.91		
Holiday Programme		5,207.53			3,432.85	
ASC Gen Exps		304.06			700.42	
ASC Transport		3,201.00			6,600.00	
Centre Events		887.18			584.00	
			82,724.84			69,012.45
<b>TOTAL EXPENSES</b>	<b>150,476.43</b>	<b>166,153.01</b>	<b>316,629.44</b>	<b>141,401.08</b>	<b>150,781.04</b>	<b>292,182.12</b>
<b>EXCESS/ (SHORTFALL)</b> - Before Depreciation	<b>6,570.18</b>	<b>(9,085.96)</b>	<b>(2,515.78)</b>	<b>24,168.60</b>	<b>21,948.37</b>	<b>46,116.97</b>
less Depreciation	7,539.48	30,007.36	37,546.84	4,467.40	31,413.48	35,880.88
<b>EXCESS/ (SHORTFALL)</b> - After Depreciation	<b>(969.30)</b>	<b>(39,093.32)</b>	<b>(40,062.62)</b>	<b>19,701.20</b>	<b>(9,465.11)</b>	<b>10,236.09</b>

**GLENFIELD COMMUNITY CENTRE  
STATEMENT OF FINANCIAL POSITION  
AS AT 30 JUNE 2004**

<b>ASSETS</b>	<b>2003/ 2004</b>	<b>2002/ 2003</b>
<b>CURRENT ASSETS</b>		
Cash and Bank Accounts	104,852.41	115,650.76
Debtors	20,959.43	26,145.71
<b>Total Current Assets</b>	<b>125,811.84</b>	<b>141,796.47</b>
<b>FIXED ASSETS</b>		
Buildings	1,264,177.74	1,261,844.61
Office Equipment	15,152.88	9,257.37
Creche Outdoor Equipment	3,758.66	2,180.33
Creche Indoor Equipment	3,377.82	1,054.21
Furniture & Fixtures	77,066.63	80,434.25
<b>Total Fixed Assets</b>	<b>1,363,533.73</b>	<b>1,354,770.77</b>
<b>TOTAL ASSETS</b>	<b>1,489,345.57</b>	<b>1,496,567.24</b>
<b>LIABILITIES</b>		
<b>CURRENT LIABILITIES</b>		
Creditors	9,293.56	7,051.10
Advance from Customers		690.21
Ministry of Social Development		4,500.00
Goods and Services Tax	6,968.36	12,990.98
PAYE Payable	2,760.36	2,870.38
Customer Bonds	133.38	
Holiday Pay Accrual	5,753.22	6,315.49
<b>Total Current Liabilities</b>	<b>24,908.88</b>	<b>34,418.16</b>
<b>TOTAL LIABILITIES</b>	<b>24,908.88</b>	<b>34,418.16</b>
<b>NET ASSETS (ASSETS - LIABILITIES)</b>	<b>1,464,436.69</b>	<b>1,462,149.08</b>
<b>EQUITY</b>		
Accumulated Fund	1,462,149.08	1,036,984.75
Previous Year Adjustments		(5,232.05)
Grants Received for Specific Assets	42,350.23 note	
Revaluation Building		420,160.29
Current Year Excess/ (Shortfall)	(40,062.62)	10,236.09
<b>TOTAL EQUITY</b>	<b>1,464,436.69</b>	<b>1,462,149.08</b>

# ACCOUNTING POLICIES AND NOTES TO THE ACCOUNTS

For the year ended 30 June 2004

## **Note 1: Statement of Accounting Policies**

### **Measurement Base**

The measurement method is historical cost. Reliance has been placed on the fact that the Glenfield Community Centre is a going concern. Accrual accounting is used to match expenses and revenues.

### **Differential Reporting**

The Community Centre is a qualifying entity under the framework for differential reporting issued by the Institute of Chartered Accountants of New Zealand. As at balance date the entity has no public accountability and was also considered not large, the entity has taken advantage of the reporting exemptions available within the Differential Reporting Framework.

### **Taxation**

Glenfield Community Centre is a charitable organisation and is exempt from income tax.

### **Particular Accounting Policies.**

#### **Accounts Receivable**

Accounts Receivables are shown at their expected realisable value.

#### **Fixed Assets**

Fixed Assets are stated at cost less accumulated depreciation.

Category	Cost	Accum. Depn.	Book Value 2004	Book Value 2003
Buildings	1,367,617	103,439	1,264,178	1,261,845
Office Equipment	29,162	14,010	15,152	9,257
Creche Outdoor Equip	6,140	2,382	3,758	2,180
Creche Indoor Equip	4,914	1,536	3,378	1,055
Furniture & Fittings	125,426	48,359	77,067	80,434
<b>Totals</b>	<b>1,533,259</b>	<b>169,726</b>	<b>1,363,533</b>	<b>1,354,771</b>

#### **Land**

The Community Centre has a long term non-commercial lease over the land on which the building is sited.

#### **Depreciation**

The building has been depreciated so as to expense its cost on a straight line basis. All other fixed assets have been depreciated on a diminishing value basis.

## **GST**

The Community Centre is registered for GST. Therefore the financial reports are shown GST exclusive, with the exception of accounts receivables and accounts payable which are stated with GST included.

## **Changes in Accounting Policies**

There have been no changes in accounting policies, which have been applied on a basis consistent with those used in the previous year.

## **Note 2: \$42,350.23 Grants Received for Specific Assets**

We are grateful for three grants received for capital expenditure items from:

ASB Charitable Trust	\$15,600	For the various asset purchases (as shown in the 2005 Budget, under last years actual column).
NSCC Community Grant	\$25,000	For the stage one development of the ELC Playground.
NSCC	\$1,750	For a replacement fence on the Glenfield Rd Boundary.

## **After School Care (ASC)**

The ASC programme was closed in December 2003. The continuing viability of the programme, since it began in July 2000, was always dependent on sustainable roll numbers and it was finally decided by governance that closing during the year was enevitable.

The loss after closing was compounded by it no longer being a going concern and funding for transport was not applied for. The OSCAR transport funding, had it been received in November 03, would have been accrued over the 12 month period July 03 to June 04. Last year's transport funding was \$9,000 (previous year \$5,000).

The income and expense for 6 months operation were as follows:

### **Income**

ASC Fees	4589
Transport Funding (nil)	0

### **Direct expenses**

Wages (incl ACC)	6711
Transport	3201
General	316
Cleaning Contractor	303
Bad Debts	150
Advertising & Promotion	<u>75</u>
	<u>10756</u>
Loss After Direct Exps	(6167)

**Other Costs**

Rent	3000	
Centre Staff attributed costs	762	
Accounting & Audit	<u>325</u>	<u>4087</u>
Total ASC Loss		(10,255)

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**School Holiday Programme (SHP)**

The SHP has benefited from the further grounds development and safety enclosures.

Unlike ASC, there are no fixed transport costs to consider. There is a shortfall after all costs are applied, but this was in close agreement with the budget set at the beginning of the year. The 2005 year is expected to break even as the MOSD grant has been increased to \$9,000.

**Income**

Fees	13298	
Min. Social Dev. Grant	<u>4500</u>	
		17798

**Direct Expenses**

Wages (incl ACC)	11897	
General Expenses	3845	
Trip Fees	1515	
Advertising & Promotion	294	
Bad Debts	150	
Cleaning Contractors	<u>123</u>	
		<u>17824</u>
Loss After Direct Expenses		(26)

**Other Costs**

Rent	5004	
Centre Staff Attributed Costs	1750	
Accounting & Audit	625	
Rates	<u>380</u>	
		<u>7759</u>

Total SHP Loss	(7786)
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# BUDGET

July 2004– June 2005



GLENFIELD COMMUNITY

CENTRE INC.



**GLENFIELD COMMUNITY CENTRE**  
**REVENUE & EXPENDITURE BUDGET FOR 2004 - 2005**  
 ( All figures are GST exclusive )

Jul 2004 to June 2005

	ELC	Centre	SHP	Total
<b>INCOME</b>				
<b>Marketed Income</b>				
ELC Fees (incl WINZ subsidies)	68,500			
Rental Income-ELC & SHP		29,101		
Rental Income-Other (fixed)		12,832		
Room Hire (casual)		48,000		
Holiday Programme - Fees			12,500	
Holiday Programme - Trip Income			1,500	
				172,433
<b>Grants and Subsidies</b>				
Ministry of Education	86,000			
NSCC Contract Grant		36,000		
Grant for School Hol Prog. (MSD)			9,000	
Comm Board Meeting Exps		500		
Shore Arts		500		
Lion Foundation (Interior Paint)		1,069		
NSCC (Exterior Paint)		3,000		
Other Grants				
				136,069
<b>Other Income</b>				
Bank Interest		6,000		
Photocopying Income		1,000		
Equip Hire		150		
				7,150
<b>TOTAL INCOME</b>	<b>154,500</b>	<b>138,152</b>	<b>23,000</b>	<b>315,652</b>

**Jul 2004 to June 2005**

	ELC	Centre	SHP	Total
<b>EXPENSES</b>				
<b>Staff</b>				
ACC	1,200	700	200	
Professional Development	1,000	1,000	200	
Student Training	1,000			
Uniforms & Immunisation	1,000			
Wages (Incl. Hol. Pay)	97,000	70,000	12,000	
Wages Centre, Attributed to	1,600		1,750	
Relief Staff	2,500			
				191,150
<b>Administration</b>				
Accounting & Audit	2,600	3,200	650	
Advertising	750	350	150	
Bank Charges	300	200		
Executive Travel & Expenses		1,000		
Administrator Expenses		750		
Insurance	600	3,000		
Postage	150	650	50	
Printing & Stationery	1,000	1,000	150	
Subs & Membership	750	250	100	
Computer Equip & Exps	500	250		
Photocopier Maint. Contract		1,000		
				19,400
<b>Cleaning &amp; Grounds Maintenance</b>				
Contract Cleaners	4,500	10,500		
Sanitary Expenses	750	2,250		
Cleaning Materials	400	250		
Grounds	200	600		
				19,450
<b>Operating Costs</b>				
Rates (Water & Waste )	2,000	3,000		
Rent	23,602		5,500	
Bad Debts	500	1,000		
Power		5,500		
Telephone	1,000	3,500		
Security	800	2,600		
Waste Disposal	400	1,000		
Contractual Building Maintenance		3,300		
Preventative Building Maintenance		10,000		
Painting -Exterior		3,000		
Painting -Interior		1,069		
Repairs & Maintenance - Other	750	3,000		
Cafeteria & Meeting Exps	250	750		
Gifts	500	1,500		
Educational Child Resources	3,500			
ELC Small Equipment	1,000			
Educational Child Consumables	2,000			
Holiday Programme Exps -Other			900	
Holiday Programme Exps -Trips			1,500	
Centre Events		1,500		
				84,921
<b>TOTAL EXPENSES</b>	154,102	137,669	23,150	314,921
<b>EXCESS/(SHORTFALL) excl depn.</b>	398	483	(150)	731
<b>less Depreciation</b>	7,410	29,640		37,050
<b>EXCESS/ (SHORTFALL)incl depn.</b>	(7,012)	(29,157)	(150)	(36,319)

# GLENFIELD COMMUNITY CENTRE CAPITAL EXPENDITURE BUDGET FOR 2004- 2005

(Subject to Grant Applications)

**2004-2005**

**2003-2004**

<b>Centre</b>	<b>Budget excl GST \$</b>	<b>Centre</b>	<b>Budget excl GST \$</b>	<b>Actual \$</b>
<b>Meeting Rooms</b>		<b>Meeting Rooms</b>		
Vacuum Cleaner	600	* Trestle Tables x 6	1,000	1,046
		Chairs x 50	1,840	
		* Room Dividers	1,438	1,534
		* TV	874	733
		* Video	219	160
		* Storage Trolley Table - SHP (exp)	253	286
		Computer -SHP (s/hand exp)	250	250
		Fence		1,750
		Playground Stage 1		25,000
<b>Office</b>		<b>Office</b>		
Office Shelving	500	Office Shelving	500	
		* Computer Upgrades & Packages	2,295	3,026
		* Computer Chair	390	153
		* Executive Chair	242	191
		* Filing Cabinets x3	518	435
		* Desk	713	690
		* Paper Shredder	150	88
		Eftpos Machine		1,695
<b>Kitchen</b>		<b>Kitchen</b>		
Dishwasher	800	* Microwave	380	249
		* Fridge	1,173	844
<b>Courtyard</b>	0	<b>Courtyard</b>		
<b>Total Centre</b>	<u>1,900</u>	<b>Total Centre</b>	<u>12,233</u>	<u>38,130</u>
<b>Early Learning Centre</b>		<b>Early Learning Centre</b>		
Washing Machine	1,000	* Tables x4	1,000	913
Childrens Kitchen Equip & Furn	700	Couch	200	
Veranda Enclosure	2,000	Veranda Enclosure	2,000	
Puzzle Shelf	800	Puzzle Shelf	800	
		* Computer Software (First Base)	1,599	1,650
		* Computer	1,500	1,513
		* Computer Chair	150	153
		Wall Heaters x3	300	
Junior Book Display	330	Junior Book Display	330	
Woodwork Storage Cabinet	452	Woodwork Storage Cabinet	452	
		Outdoor Area Development Plan	800	
		* Shade Cover	2,634	2,238
		* Air Con.Unit		1,899
<b>Total ELC</b>	<u>5,282</u>	<b>Total ELC</b>	<u>11,764</u>	<u>6,367</u>
<b>Total</b>	<u><u>7,182</u></u>	<b>Total</b>	<u><u>23,997</u></u>	<u><u>46,497</u></u>
		* ASB Charitable Trust Grant		



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## GLENFIELD COMMUNITY PROJECT

The Glenfield Community Project has been running for approximately 3.5 years. It still comprises:

The Glenfield Food Shop, which is run by beneficiary volunteers, provides low cost basic food items for those in need. Free fresh bread is available each day as is other free items when they become available. The shop hours are Monday to Friday 9.00am to 4.30pm and Saturday 9.00 to 11.00am.

The Community Lounge provides daily meals with the large cooked meals being available on Tuesday's and Friday's. Free Tea, Coffee and conversation is also available daily.

Throughout the year they also provide activities like Easter Egg decorating and Celebratory meals like the Christmas Lunch. Market days are also held to recycle household goods to the community. The Food Bank is still available and is currently providing approximately 60 food parcels each month.

Advocacy, support, counselling and a variety of practical help is also available. All enquiries can be directed to 444-2711.

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## THE GLENFIELD ANGLICAN/METHODIST COMMUNITY CHURCH

The Glenfield Methodist Church was built on the site in 1915. The current congregation continues the long tradition of community concern and service. Counselling is available through the church offices. Sunday worship is at 9.30am and all are welcome.

All enquiries can be directed to 444-2711.

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## THE ROYAL NEW ZEALAND PLUNKET SOCIETY

Plunket provides a Well Child health service to all New Zealand families with children under 5 years of age.

The Plunket rooms are open all weekdays (except Public Holidays) for parents to weigh their babies.

Plunket Clinic days are:

Monday 9am to 12noon and 1.00 to 3.30pm  
Thursday 9am to 12noon and 1.00 to 3.30pm

For information on groups and for appointments:  
Ph: Vivienne Haybittle on 444-8479

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## BENEFICIARIES ADVOCACY

Beneficiaries Advocate provides advice, information and advocacy for Beneficiaries and people on low incomes, regarding eligibility to Income Support.

Ph: Pam for an appointment on 444-9543

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## OUT OF SCHOOL CARE PROGRAMMES

The Glenfield Community Centre's School Holiday Programme is Community Based.

School Holiday Programmes operate from 8.00am -4.00pm Monday to Friday during School Holidays.

Our aim is to provide a secure environment and a challenging programme, which attempts to cater for individual needs and interests.

For more information or bookings contact the Centre on 444-5023.

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## GLENFIELD EARLY LEARNING CENTRE

A sessional Early Learning Centre that caters for children 1 to 5 years old.  
Prebooked sessions.

Please phone 444 0818 for more information

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## CENTRE CONTACT DETAILS:

CNR BENTLEY AVENUE & GLENFIELD ROAD

GLENFIELD

P O BOX 40-112

GLENFIELD

Phone: 444-502

Fax: 444-502

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