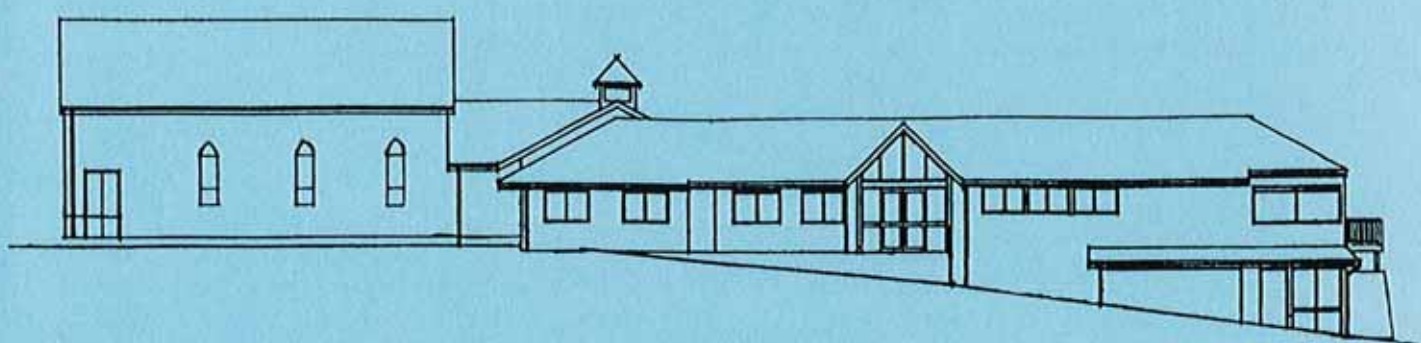


# 33<sup>rd</sup> ANNUAL REPORT

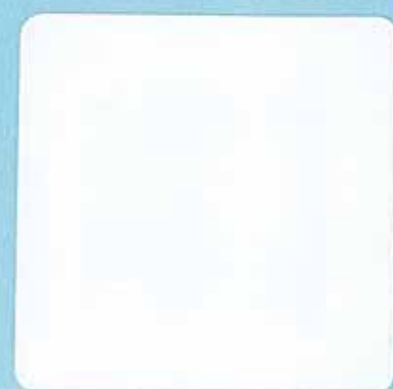


## GLENFIELD COMMUNITY CENTRE INC.

2010



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**Glenfield Community Centre  
Annual General Meeting  
7pm 15 October 2009**

**Apologies:** Jan Tasker, Ateca Katonivualiku, Frankie Godfrey-Robson

**Present:** David Thornton, Michelle Whiu, Christine Somervell, Nick Kearney, Brian Ellis, John Gillon, Michael Chin, Jenny Boyd, Eva Scherer, Chas Bennett

The date of the advertised AGM (24 September 2009) had an insufficient quorum. As stated in the constitution a second AGM was to be held within 21 days. Due notice was given of the new date. The reconvened meeting was to be held with, or without, a quorum.

A Minute has been entered with a list of those who attended, apologies and noting the abandonment of the meeting.

**Minutes of the previous AGM dated 25 September 2008**

David Thornton moved that the minutes be accepted subject to correction on wording on page 2: Moved that the Financial Performance Position be moved to change to moved that the Statement of Financial Performance be accepted.

**Moved: David Thornton**

**Seconded: Christine Somervell**

**Chairmans Report:**

Verbal addition regarding the application submitted to council for funding to design and re-develop areas within the centre: The Manager did a presentation to the council. Went well.

Christine (the Manager) is preparing an application to ASB also.

**David Thornton moved acceptance of report: Seconded: Brian Ellis**

**Managers Report:**

Comment was made that Christine and staff have done a great job this year.

**David Thornton moved acceptance of Managers Report: Seconded: All**

**Early Learning Centre Report:**

David Thornton read the ERO report. Some areas have been highlighted that will require the Governance Group and/or its Executive to review during the year.

**David Thornton moved acceptance of the Early Learning Centre Report:**

**Seconded: Jenny Boyd.**

**Financial Report:**

A large deficit with AGM accounts. We always end up with a deficit because of depreciation.

Christine to suggest to Auditor that EXCESS/(SHORTFALL) should read OPERATING BALANCE or OPERATING PROFIT {LOSS}.

**David Thornton moved acceptance of Financial Report: Seconded: Michelle Whiu**

**BUDGET:**

The Manager mentioned that since the Governance Group had discussed the budget some slight adjustments had been made in various categories. Overall this made a difference of \$50.00.

Brian Ellis remarked on the budget having a negative balance before depreciation and asked whether this was appropriate.

Michael Chin stated that the Society needs to break even, questioning the possibility of applying for grants.

The Manager answered that the budget did not take into account the possible changes that the Governance Group would request throughout the year. The Governance Group looks at monthly accounts and can make any changes required to ensure the financial viability of the Community Centre. Our reserves (working capital) at this time is high, \$151594.17, compared to the loss before depreciation this year of \$441.30.

The Manager also mentioned that the Council have increased the operational grant from \$39509 as listed in the budget to \$41181, a difference of \$1672.00.

The Ministry of Education funding is calculated on receiving funding for different age groups. The first payment has been received since including the 20 Free hours and this funding at present is above budget figures.

Funding applications will be made for refurbishment and most asset purchases.

**David Thornton asked for approval of incoming budget.**

**Moved: David Thornton Seconded: Michelle Whiu**

**Election of Officers:**

7 nominations are required

7 people standing

**Approved.**

**Two Church Appointees:**

Jan Tasker

Brian Ellis

**Accepted**

**Two Council Appointees:**

John Gillon

Nick Kearney

**Accepted**

**Appointment of Auditor:**

**Reconfirmed: Peter Conaglen, Integrity Audits.**

**General Business:**

David Thornton:

Thursday is not a good night for governance group meetings for some of our members. Could those on the Governance Group please advise the office what nights you are not available so that other nights can be considered.

**Meeting closed at 7.28pm**



## **Chairman's Report to 2010 AGM**

The revamp of the kitchen has been the highlight of the year, together with increased user numbers for the Centre as a whole. But our failure to resolve the Mission Hall situation is putting a brake on further redevelopment.

In recent days I have met with representatives of the Korean church which currently uses the Mission Hall and they advise me they wish to buy the hall from the New Zealand Methodist Church. The Korean Church have stated that if they were to acquire the Mission Hall they would co-operate in ensuring that their activities would fit within the general operations of the Centre. My present intention is to meet with the appropriate heads of the Methodist Church in Christchurch to bring about a final resolution to the future of that Church's involvement in the Centre bearing in mind the current leases and agreements between the Church, the Council and the Centre.

While we pursue this issue to its conclusion we are proposing upgrading parts of the building as referred to in the Managers report.

The Centre, including the Early Learning Centre, has operated in a healthy financial environment, and North Shore City Council grants are in place up to June 2012.

The Centre remains unique on the Shore as it is community-owned as opposed to council-owned and it is by far the largest of the Community Centres on the Shore in terms of size and usage.

During the coming months we will at some stage welcome new appointees to the Governance Group from the Auckland Council, probably from the Kaipatiki Local Board. Until that time I believe the current appointees from the Glenfield Community Board will remain in place.

I am hopeful that we will establish early and close relationships with the new Auckland Council and the Kaipatiki Local Board which will bring continuing benefits to the Centre and the residents of the North Shore.

Finally I would like to place on record the Governance group's appreciation of the work of our small and dedicated team, and note the good relationships they have established with our tenants and all user groups.

My thanks also to the Executive and all members of the Governance Group for their contribution and support throughout the year.

David Thornton  
Chairman  
29 Sept 2010.

## **Managers Report**

In 1915 a Mission Hall was built by the community for the community. This hall was used by them for church services, dances and every other purpose that required a large space.

In 1977 an incorporated society was founded to run community activities and the hall continued, along with a couple of other buildings, to be used for the benefit of the community. Whether the people who built the original hall realised that they were building an inheritance for us is doubtful, they were just doing what they needed to do to foster community in a new and burgeoning area.

In 1994 a different group of people embarked on another part of the journey, they built this complex and incorporated the original Mission Hall ensuring it as part of the future of the community.

In 2006 the local church, Loaves and Fishes closed its food bank and low cost food centre, its closure had a huge impact on the Centre. The income generated from having offices fully tenanted dropped, the number of people coming into the centre each day dropped. At first the Centre struggled to redefine itself but slowly over the next few years the dynamics of people coming in changed, the groups using the centre began to grow. The first six months of this year has seen significant growth, over 7,000 more visits than the same period last year.

Plans for the redevelopment and refurbishment of the Centre were made last year, mostly dependent on funding being received. We obtained a significant sum but not as much as we would have liked. The North Shore City Council gave us \$30,000 for the new kitchen. It is now fully operational and the council also encouraged us to have it registered as they could then refer stall holders to us. The aroma of pate, pickled onions and fudge are now becoming a regular part of our afternoons, which have always been a quiet time at the Centre.

This coming year we intend to continue making funding applications so that we can implement further development of the Centre, to ensure that it continues to fulfil its community function as society changes and grows.

Our Plans for this coming year include replacing chairs and tables, making the courtyard more user friendly by providing more seating, establishing a garden that is more easily managed, painting rooms, painting the outside of the building, obtaining new carpets and lino. Further ideas that have been discussed by the current board have been the altering of the offices, establishing greater storage areas, upgrading the toilet facilities and planning for future development of the building.

Altogether we intend to add to the legacy that started in 1915 and leave it as an inheritance for future generations in Glenfield.

I would like to thank the Governance Group that have over this year been working diligently to prepare us for the future.

Christine Somervell  
Manager  
30 September 2010



## **GLENFIELD EARLY LEARNING CENTRE**

### **ANNUAL REPORT 2010**

The Glenfield Early Learning Centre continues to deliver stimulating programmes to the children of our community. The teachers, Tracey Turner, Paula Tra, Wendy Lovegrove, Tracey Messinger, and part timers Jessie Liu and Uma Swamy continue to apply themselves fully to the task at hand and thoroughly deserve the accolades expressed to a professional team.

We best describe the last twelve months as steady as you go. The teachers continue to explore and build techniques best suited to our environment and stay motivated. Some of the teachers juggle work and training commitments and are at times under pressure; all credit to them for holding focus. Their training practicums also impact on the regular staffing attendance and we rely on relievers to cover thus complicating our work commitments.

With the changing Government the Ministry of Education have changed policy direction and will replace the current 80 to 100% fully trained funding bands that centre's claim or have been working towards with staff in training. This means effectively that the Government has changed teacher registration targets which in turn reflects in the funding centres have relied on. This had not affected us this year as we are in a lower band. Centre's already receiving the 100% funding band are now concerned that the lack of fund will have to be passed directly to the families attending. The Ministry of Education has also changed the licensing regulations and by the year 2014 all Early Childhood Centre's will have to be relicensed under the new regulations which we are currently reviewing.

Our Centre continues to be popular with five training institutes who regularly send students on their training practicums. Our computer has been boosted and networked to the main office enabling our Firstbase programme to be accessed as required. Marg compiles the data required to invoice families and with her and Christine's attention our records are in good hands.

As expected running a daycare programme with our sessional sessions has reduced the overall number of children in attendance however increasing attendance hours. Of the 68 children enrolled 45 children take advantage of the free up to 20hrs daycare portion and 23 children attend only sessional sessions. We must continue to be mindful of community developments and look forward to maintain a service that addresses the needs of local families. Of the 68 enrolled, 42 families live in the Glenfield area, 4 in Beachhaven, 8 in Birkdale, 2 in Birkenhead, 1 in Castor Bay, 3 in Forrest Hill, 1 in Greenhithe, 3 in Hillcrest, 1 in Meadowood, 2 in Northcote and 1 in Te Atatu. The ethnic grouping consists of 11 Asian, 48 European/Pakeha, 2 Maori, 3 Pacific Island and 4 Middle Eastern. Altogether an interesting mix.





# Audited Accounts

July 2009-June 2010





**GLENFIELD COMMUNITY CENTRE**  
**PROFIT AND LOSS STATEMENT**  
**FOR THE YEAR ENDING 30 JUNE 2010**

	Jul 2009 to Jun 2010	% Change	Jul 2008 to Jun 2009
<b>INCOME</b>			
<b>Marketed Income</b>			
ELC Fees (Incl WINZ)	25,551.10	-59.49%	63,072.67
ELC Fundraising	2,631.39	-7.86%	2,855.90
Rental Income - Fixed Fee	14,551.12	14.72%	12,684.54
Room Hire - Casual Fee	58,758.22	16.82%	50,298.05
SHP Fees & Trip Income	30,700.07	8.76%	28,227.41
	132,191.90	-15.88%	157,138.57
<b>Grants and Subsidies</b>			
Ministry of Education (MOE)	232,089.12	80.65%	128,474.38
MOE Incentive Grant	1,861.34	-38.46%	3,024.67
MOE Teacher Registration Note 5	3,499.89	123.87%	1,563.35
Min.Of Soc.Dev. Grant - SHP Note 2	16,000.00	0.00%	16,000.00
NSCC Contract Grant Note 2	41,181.00	4.23%	39,508.08
Other Grants/ Donations Note 2	9,600.00	19100.00%	50.00
	304,231.35	61.29%	188,620.48
<b>Other Income</b>			
Bank Interest	5,663.76	-40.55%	9,526.80
Office Sales (P/cpy,Hire, etc.)	1,146.97	21.78%	941.87
	6,810.73	-34.94%	10,468.67
<b>TOTAL INCOME</b>	<b>443,233.98</b>	<b>24.42%</b>	<b>356,227.72</b>
<b>EXPENSES</b>			
<b>Staff</b>			
ACC	2,021.45	2.25%	1,977.05
Holiday Pay	18,209.11	-13.76%	21,115.68
Prof. Dvpmt. & Student Trng.	2,655.35	60.04%	1,659.15
MOE Teacher Registration Note 5	3,499.89	330.76%	812.50
MOE Incentive Exp	1,220.35	-41.72%	2,094.00
Uniforms & Immunisation	1,924.81	408.97%	378.18
Wages	261,711.06	17.03%	223,626.24
	291,242.02	15.73%	251,662.80

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**GLENFIELD COMMUNITY CENTRE**  
**PROFIT AND LOSS STATEMENT**

**FOR THE YEAR ENDING 30 JUNE 2010**

	Jul 2009 to Jun 2010		Jul 2008 to Jun 2009	
<b>Office &amp; Administration</b>				
Accounting & Audit	10,050.00	9.60%	9,170.00	
Bank Charges	417.82	5.90%	394.53	
Computer Exps	470.00	-23.23%	612.22	
General Expenses	4,543.62	24.61%	3,646.39	
Photocopier Contract Maint.	732.33	-35.16%	1,129.36	
Postage	549.33	-27.33%	755.95	
Printing & Stationery	5,076.32	30.24%	3,897.81	
Telephone	5,291.76	31.78%	4,015.68	
	27,131.18	14.86%	23,621.94	
<b>Cleaning</b>				
Cleaning Materials & Sanitary	3,977.51	20.85%	3,291.25	
Cleaning Contractors	27,915.35	24.20%	22,475.66	
	31,892.86	23.77%	25,766.91	
<b>Fixed Operating Costs</b>				
Insurance	5,996.85	11.47%	5,379.84	
Power	5,825.35	29.81%	4,487.60	
Rates (Water)	3,903.67	99.08%	1,960.84	
Security	3,995.24	7.64%	3,711.66	
Waste Disposal	2,948.06	29.66%	2,273.70	
	22,669.17	27.26%	17,813.64	
<b>Variable Operating Costs</b>				
Advertising & Promotion	683.21	0.72%	678.31	
Bad Debts	514.13	-44.26%	922.40	
Centre Events	1,480.50	4.70%	1,413.99	
Community Hospitality	937.29	17.12%	800.26	
Educational Consumables	6,883.93	61.02%	4,275.13	
Educational Equipment	372.45	-64.87%	1,060.26	
Educational Resources	2,953.08	1.08%	2,921.48	
ELC Fundraising	0.00	-100.00%	692.19	
Grounds Maintenance	1,575.93	285.35%	408.96	
Repairs & Maintenance	18,420.70	-7.83%	19,985.33	
SHP Trip Fees	3,463.92	4.84%	3,303.98	
Subs & Membership	1,560.10	16.30%	1,341.44	
	38,845.24	2.76%	37,803.73	
<b>TOTAL EXPENSES</b>	<b>411,780.47</b>	<b>15.45%</b>	<b>356,669.02</b>	
<b>EXCESS/ (SHORTFALL)</b>	<b>31,453.51</b>	<b>-7227.47%</b>	<b>(441.30)</b>	
- Before Depreciation				
less Depreciation	Note 4 15,015.26	-72.70%	54,992.54	
<b>EXCESS/ (SHORTFALL)</b>	<b>16,438.25</b>	<b>-129.65%</b>	<b>(55,433.84)</b>	
- After Depreciation				

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**GLENFIELD COMMUNITY CENTRE**  
**MOVEMENTS IN EQUITY FUNDS STATEMENT**  
**FOR THE YEAR ENDING 30 JUNE 2010**

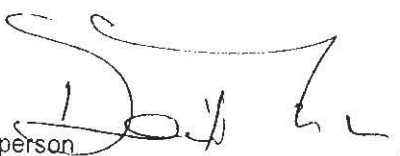
		2010	2009
<b>ACCUMULATED FUNDS</b>			
<b>GENERAL FUNDS</b>	Opening Balance	2,097,228.53	2,152,662.37
	Operating Net Surplus (Deficit) after Depreciation	<u>16,438.25</u>	<u>(55,433.84)</u>
	Closing Balance	<u>2,113,666.78</u>	<u>2,097,228.53</u>
<b>REVALUATIONS</b>	Opening Balance	0.00	0.00
	Movements	<u>0.00</u>	<u>0.00</u>
	Closing Balance	<u>0.00</u>	<u>0.00</u>
<b>CAPITAL GRANTS</b>	Opening Balance	0.00	0.00
	NSCC Community Devlpmnt Fund (Kitchen) <b>Note 2</b>	30,000.00	0.00
	Glenfield Community Board (Artspace) <b>Note 2</b>	<u>4,000.00</u>	<u>0.00</u>
	Closing Balance	<u>34,000.00</u>	<u>0.00</u>
<b>TOTAL ACCUMULATED MEMBER / TRUST FUNDS</b>		<u><u>2,147,666.78</u></u>	<u><u>2,097,228.53</u></u>

GLENFIELD COMMUNITY CENTRE

BALANCE SHEET

AS AT 30 JUNE 2010

	2010	2009
<b>ACCUMULATED FUNDS</b>		
TOTAL ACCUMULATED MEMBER / TRUST FUNDS	<u>2,147,666.78</u>	<u>2,097,228.53</u>
<b>THIS IS REPRESENTED BY:</b>		
<b>CURRENT ASSETS</b>		
ASB Current A/c - 00	22,669.89	523.28
ASB Business Saver A/c - 52	34,947.21	139,395.23
Petty Cash	700.00	700.00
Term Investment	100,111.78	0.00
Debtors	<u>48,959.71</u>	<u>52,281.53</u>
<b>Total Current Assets</b>	<b>207,388.59</b>	<b>192,900.04</b>
<b>CURRENT LIABILITIES</b>		
Creditors	15,985.83	12,965.97
Customer Bonds	275.00	0.00
Ministry of Education	Note 5 3,378.70	1,047.00
Creative Communities	0.00	2,100.00
Glenfield Community Board	0.00	2,000.00
Holiday Pay Accrual	Note 3 12,861.46	13,484.33
GST Owing to IRD	<u>11,000.67</u>	<u>9,708.57</u>
<b>Total Current Liabilities</b>	<b>43,501.66</b>	<b>41,305.87</b>
<b>Working Capital</b>	<b>163,886.93</b>	<b>151,594.17</b>
<b>NON CURRENT ASSETS</b>		
As Per Schedule	Note 1 <u>1,983,779.85</u>	<u>1,945,634.36</u>
<b>TOTAL NET ASSETS</b>	<b><u>2,147,666.78</u></b>	<b><u>2,097,228.53</u></b>

Chairperson 

Treasurer 

Dated 30/06/10 2010

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**GLENFIELD COMMUNITY CENTRE  
ACCOUNTING POLICIES AND  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 30 JUNE 2010**

**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 registered with the Charities Commission (CC22509) 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 2010	Book Value 2009
Buildings	2,197,896	287,749	1,910,147	1,869,790
Office Equipment	33,294	26,456	6,838	10,437
Creche Outdoor Equip	19,284	10,628	8,656	10,903
Creche Indoor Equip	11,464	6,601	4,863	6,519
Furniture & Fittings	140,862	87,587	53,275	47,986
Totals	2,402,801	419,021	1,983,780	1,945,634

**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 but only up to the 2009 year. All other fixed assets have been depreciated on a diminishing value basis including the current year.

## **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**

Depreciation on the building will not be calculated in the 2010 year and onwards. There have been no other changes in accounting policies, which have been applied on a basis consistent with those used in the previous year.

## **Note 2: Acknowledgement of Grants Received**

We are grateful to the following organisations for grants received:

<u>Organisation</u>	<u>Amount</u>	<u>Purpose Spent</u>
Ministry of Social Dvpmt.	\$16,000	School Holiday Programme annual grant
NSCC Contract Grant	\$41,181	Operational expenses
NSCC Community Facilities	\$30,000	Kitchen Renovation
NSCC Contract Grant	\$5,500	
NSCC Creative Communities	\$2,100	
Glenfield Community Board	\$2,000	
Glenfield Community Board	\$4,000	
	<u>\$100,781</u>	

## **Note 3: Holiday Pay Accrual**

As at the 30 June 2010 there was staff holiday pay outstanding of \$12,861.46 as follows:

\$5,456.84	Early Learning Centre
\$6,446.72	Centre Administration
<u>\$ 957.90</u>	School Holiday Programme
\$12,861.46	

## **Note 4: Depreciation \$15,015**

Depreciation is deducted each year to plan for capital expenditure required for replacing assets. However, it is common practice for the Centre to fund capital expenditure and replace assets through grants rather than from marketed income.

## **Note 5: Ministry of Education Support for Teacher Registration**

Teacher registration support for 2 teachers: \$6,878.59

Teacher registration support expenses: \$3,499.89

(Unspent amount \$3,378.70 transferred to Balance Sheet for use during the next financial year)

## **Note 6: Divisional Analysis of the Statement of Performance**

For the purpose of providing more information and accountability to funders and grant providers, a Divisional Analysis of the Profit and Loss Statement is included as an appendix to the notes.



**GLENFIELD COMMUNITY CENTRE**

**PROFIT AND LOSS STATEMENT - DIVISIONAL ANALYSIS**

**FOR THE YEAR ENDING 30 JUNE 2010**

Jul 2009 to Jun 2010					% Change	Jul 2008 to Jun 2009			
ELC	Centre	SHP	Total	ELC		Centre	SHP	Total	
<b>INCOME</b>									
<b>Marketed Income</b>									
ELC Fees (incl WINZ)	25,551.10				-59.49%	63,072.67			
ELC Fundraising	2,631.39				-7.86%	2,855.90			
* Rental Income-ELC & SHP		34,354.00			0.01%		34,351.96		
Rental Income-Other Fixed		14,551.12			14.72%		12,684.54		
Room Hire - Casual		58,758.22			16.82%		50,298.05		
SHP Fees & Trip Income			30,700.07		8.76%			28,227.41	
				166,545.90	-13.03%			191,490.53	
<b>Grants and Subsidies</b>									
Min of Education	232,089.12				80.65%	128,474.38			
MOE Incentive Grant	1,861.34				-38.46%	3,024.67			
MOE Teacher Registration	3,499.89				123.87%	1,563.35			
Min.Of Soc.Dev. Grant - SHP			16,000.00		0.00%			16,000.00	
NSCC Contract Grant		41,181.00			4.23%		39,508.08		
Other Grants/ Donations		9,600.00			19100.0%		50.00		
				304,231.35	61.29%			188,620.48	
<b>Other Income</b>									
Bank Interest		5,485.77			-40.10%		9,158.40		
Bank Interest SHP (MOE Funds)			177.99		-51.69%			368.40	
Office Sales (P/cpy,Hire, etc.)		1,146.97			21.78%		941.87		
				6,810.73	-34.94%			10,468.67	
<b>TOTAL INCOME</b>									
	265,632.84	165,077.08	46,878.06	477,587.98	22.28%	198,990.97	146,992.90	44,595.81	390,579.68

**EXPENSES**

<b>Staff</b>									
ACC	1,131.85	655.34	234.26		2.25%	1,109.81	727.24	140.00	
Holiday Pay	13,943.31	2,519.49	1,746.31		-13.76%	14,929.98	3,908.29	2,277.41	
Prof. Dvpmt. & Student Trng.	1,893.34	636.01	126.00		60.04%	1,399.59	188.45	71.11	
MOE Teacher Registration	3,499.89					812.50			
MOE Incentive Exp	1,220.35				-41.72%	2,094.00			
Uniforms & Immunisation	1,924.81				408.97%	378.18			
Wages	161,214.56	72,239.84	28,256.66		17.03%	122,701.42	75,401.65	25,523.17	
				291,242.02	15.73%				251,662.80
<b>Office &amp; Administration</b>									
Accounting & Audit	4,435.00	4,935.00	680.00		9.60%	4,236.84	4,236.16	697.00	
Bank Charges	319.58	98.24			5.90%	290.33	104.20		
Computer Exps	377.50	92.50			-23.23%	306.11	306.11		
General Expenses	2,649.30	1,894.32			24.61%	2,459.44	1,186.95		
Photocopier Contract Maint.		732.33			-35.16%		1,129.36		
Postage	44.45	496.90	7.98		-27.33%		711.50	44.45	
Printing & Stationery	2,495.66	2,580.66			30.24%	1,675.50	2,183.18	39.13	
Telephone	1,457.92	3,833.84			31.78%	743.81	3,271.87		
				27,131.18	14.86%				23,621.94
<b>Cleaning</b>									
Cleaning Materials & Sanitary	1,399.03	2,578.48			20.85%	1,052.64	2,238.61		
Cleaning Contractors	3,900.00	24,015.35			24.20%	5,546.16	16,929.50		
				31,892.86	23.77%				25,766.91

## Jul 2009 to Jun 2010

## Jul 2008 to Jun 2009

	ELC	Centre	SHP	Total	% Change	ELC	Centre	SHP	Total
<b>Fixed Operating Costs</b>									
Insurance	1,196.97	4,799.88			11.47%	1,075.80	4,304.04		
Power		5,825.35			29.81%		4,487.60		
Rates (Water)	1,077.68	2,825.99			99.08%	1,122.55	838.29		
* Rent - ELC / SHP	27,144.00		7,210.00		0.01%	27,141.96		7,210.00	
Security	1,520.19	2,475.05			7.64%	1,393.51	2,318.15		
Waste Disposal	1,108.15	1,839.91			29.66%	943.53	1,330.17		
				57,023.17	9.31%				52,165.60
<b>Variable Operating Costs</b>									
Advertising & Promotion	190.00	493.21			0.72%		678.31		
Bad Debts		514.13					922.40		
Centre Events		1,480.50			4.70%		1,413.99		
Community Hospitality Exps		937.29			100.00%		800.26		
Educational Consumables	3,153.63		3,730.30		61.02%	1,529.80		2,745.33	
Educational Equipment	372.45				-64.87%	1,060.26			
Educational Resources	2,277.97		675.11		1.08%	2,067.94		853.54	
ELC Fundraising						692.19			
Grounds Maintenance	439.07	1,136.86			285.35%		408.96		
Repairs & Maintenance	2,101.96	16,318.74			-7.83%	2,948.27	17,037.06		
SHP Trip Fees			3,463.92		4.84%			3,303.98	
Subs & Membership	1,024.05	349.49	186.56		16.30%	959.66	226.22	155.56	
				38,845.24	2.76%				37,803.73
<b>TOTAL EXPENSES</b>	<b>243,512.67</b>	<b>156,304.70</b>	<b>46,317.10</b>	<b>446,134.47</b>	<b>14.09%</b>	<b>200,671.78</b>	<b>147,288.52</b>	<b>43,060.68</b>	<b>391,020.98</b>
<b>EXCESS/ (SHORTFALL)</b> - Before Depreciation	<b>22,120.17</b>	<b>8,772.38</b>	<b>560.96</b>	<b>31,453.51</b>	<b>-7227.47%</b>	<b>(1,680.81)</b>	<b>(295.62)</b>	<b>1,535.13</b>	<b>(441.30)</b>
less Depreciation	2,788.64	12,226.62		15,015.26	-72.70%	10,998.50	43,994.04		54,992.54
<b>EXCESS/ (SHORTFALL)</b> - After Depreciation	<b>19,331.53</b>	<b>(3,454.24)</b>	<b>560.96</b>	<b>16,438.25</b>	<b>-129.65%</b>	<b>(12,679.31)</b>	<b>(44,289.66)</b>	<b>1,535.13</b>	<b>(55,433.84)</b>

\* Rent paid from ELC & SHP for \$27,144 and 7,210. respectively ( totalling \$34,351.96) is received by the Centre and is an internal adjustment to reflect running costs associated with their activities, which are paid by the Centre.

**ABBREVIATIONS:**

ELC: Early Learning Centre  
SHP: School Holiday Program



## TO THE READERS OF THE FINANCIAL STATEMENTS OF GLENFIELD COMMUNITY CENTRE FOR THE YEAR ENDED 30 JUNE 2010

We have audited the financial statements on pages 1 to 8. The financial statements provide information about the past financial performance of Glenfield Community Centre and its financial position as at 30 June 2010. This information is stated in accordance with the accounting policies set out on pages 5 - 6.

### Responsibilities of the Board of Trustees

The Board are responsible for the preparation of the financial statements which fairly reflects the financial position of the Glenfield Community Centre as at 30 June 2010 and the results of its operations for the year ended 30 June 2010.

### Auditor's responsibilities

It is our responsibility to express an independent opinion on the financial statements and report our opinion to you.

### Basis of opinion

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

- the significant estimates and judgements made by the Board in the preparation of the financial statements *and*
- whether the accounting policies are appropriate to the Glenfield Community Centre circumstances, consistently applied and adequately disclosed.

We conducted our audit in accordance with generally accepted auditing standards, including the Auditing Standards issued by the Institute of Chartered Accountants of New Zealand. We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditors, we have no other relationship with or interests in the Glenfield Community Centre.

### Unqualified opinion

We have obtained all the information and explanations we have required.

In our opinion the financial statements of Glenfield Community Centre on pages 1 to 8, fairly reflect:

- the financial position as at 30 June 2010 *and*
- the results of its operations for the year ended 2010.

Our audit was completed on the 29<sup>TH</sup> September 2010, and our unqualified opinion is expressed as at that date.

Peter Conaglen Chartered Accountant  
Manukau





# Glenfield Community Centre

## Budget

July 2010 – June 2011

G - Loc. History  
361-8

**Glenfield Community Centre  
Revenue and Expenditure Budget  
for the year ended 30 June 2011**

Actual  
2010

	ELC	Centre	SHP	Totals	
<b>INCOME</b>					
ELC Fees (incl WINZ)	21105			21105	25551.10
ELC Min of Education Subsidy	232545			232545	232089.12
ELC Fundraising	2400			2400	2631.39
ELC MOE Additional Grants	6573			6573	5361.23
Interest Received		5280		5280	5663.76
NSCC Contract Grant		41924		41924	41181.00
Office Sales (P/copying,etc)		1200		1200	1146.97
Other Grants and Donations				0	9600.00
Rental Income-ELC/SHP		34354		34354	34354.00
Rental Income-Other (Permanent)		14496		14496	14551.12
Room Hire (Casual)		58000		58000	58758.22
SHP Fees			26495	26495	26542.07
SHP Trip Income			4798	4798	4158.00
SHP MSD Grant			16000	16000	16000.00
<b>TOTAL INCOME</b>	<b>262623</b>	<b>155254</b>	<b>47293</b>	<b>465170</b>	<b>477587.98</b>
<b>EXPENSES</b>					
ACC	1860	768	290	2918	2021.45
Accounting	3652	3648	500	7800	7800.00
Audit	1100	1100	200	2400	2250.00
Advertising & Promotion	300	900		1200	683.21
Bad Debts	300	300		600	514.13
Bank Charges	384	180		564	417.82
Centre Events		1500		1500	1480.50
Cleaning Contractors	5750	22039		27789	27915.35
Cleaning Sanitary Expenses	2400	3000		5400	3977.51
Computer Equipment & Exps	480	480		960	470.00
Educational Consumables	2400		3500	5900	6883.93
Educational Resources	2400		850	3250	2953.08
Educational Small Equipment	720			720	372.45
ELC MOE Additional Grants	6573			6573	4720.24
ELC Fundraising	1500			1500	1520.98
Gifts & Meetings Exps	865	1000		1865	1679.63
Staff Amenities	720	720		1440	1343.01
Insurance 20/80	1080	4320		5400	5996.85
Community Hospitality		1200		1200	937.29
Maintenance - Contractual Bldg	1152	4608		5760	5100.99
Maintenance - Preventative Bldg		10000		10000	7527.72
Maintenance - Grounds	400	600		1000	1575.93
Maintenance & Repairs - Other	1020	1020		2040	5791.99
Postage	120	480		600	549.33
Power		7200		7200	5825.35
Printing & Stationery	2040	2880		4920	5808.65
Professional Development	3000	600	300	3900	2655.35
Rates	1572	1104		2676	3903.67
Rent	27144		7210	34354	34354.00
Security	1716	2076		3792	3995.24
SHP -Trip Exps			3888	3888	3463.92
Subs & Membership	1344	720	150	2214	1560.10
Telephone	1500	3840		5340	5291.76
Uniforms & Immunisation	1500	480		1980	1924.81
Wages	166128	70501	27910	264539	261711.06
Wages-Holiday Pay	13844	5875	2233	21952	18209.11
Wages ELC Relief Staff	6720			6720	
Waste Disposal 30/70	900	2100		3000	2948.06
<b>TOTAL EXPENSES</b>	<b>262584</b>	<b>155239</b>	<b>47031</b>	<b>464854</b>	<b>446134.47</b>
<b>EXCESS/(SHORTFALL)excl depn.</b>	<b>39</b>	<b>15</b>	<b>262</b>	<b>316</b>	<b>31453.51</b>
<b>less Depreciation 20/80</b>	<b>2142</b>	<b>8570</b>		<b>10712</b>	<b>15015.26</b>
<b>EXCESS/ (SHORTFALL)incl depn.</b>	<b>-2103</b>	<b>-8555</b>	<b>262</b>	<b>-10396</b>	<b>16438.25</b>



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### Some of our regular users:

AA Glenfield	CYF National Caregiver Training	NS Pasefika
AA North Harbour	Eckankar	Parents Trust
Absolute Domestic	Elementary English	Pentecostal of Auckland
Alzheimers - Support Group	English 4 Employees	Plunket Groups
Alzheimers-Activities	English Get a Head Start	Pranic Healing
Art of Living	English Language Partners	Red Cross
Anxiety Support	Framework Trust	Salvation Army
Bo Al She	Gospel Bible Baptist	Strengthening Families
Career Services	Historical Studies	Tai Chi
CBT for Wellbeing	Hodu Mission	Universal Church
Chinese New Settlers	Iraqi Culture	Volunteering Auckland
Christian Mission Fellowship	Korean Zion Church	Weight Watchers
Children in Action Drawing	Lims School	Wons
Children in Action Karate	Linedancing	Youth for Christ
Children in Action Hip-Hop	Mama Antenatal	Youthline
Children in Action Writing	Migrant Action Trust MAT	Zumba
Couples for Christ	NS Filipino Community	
Creative Abilities	NS Sai	

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## ALZHEIMERS NEW ZEALAND

Making life better for all people affected by dementia  
For information and Support contact your nearest Alzheimers Organisation  
0800 004 001

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## SF AUCKLAND

Supporting Families in Mental Illness  
Support, Education, Information & Advocacy  
For families and Whanau  
0800 732 825

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## GLENFIELD RESIDENTS ASSN (IN FORMATION)

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## NORTH SHORE PASEFIKA FORUM

Assisting Pacific Islanders in our community  
Phone to find out more 483 5010

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## BENEFICIARIES ADVOCACY AND INFORMATION SERVICES

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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## 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.

For information on groups and for appointments:  
Ph: Vivienne, Delwyn or Vanessa on 444-8479

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## GLENFIELD EARLY LEARNING CENTRE

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

20 Free hours available

Please phone 444 0818 for more information

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## SCHOOL HOLIDAY 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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## CENTRE CONTACT DETAILS:

CNR BENTLEY AVENUE & GLENFIELD ROAD  
GLENFIELD

P O BOX 40-112  
GLENFIELD

Phone: 444-5023

Fax: 444-5024

email: [office@glenfieldcommunitycentre.co.nz](mailto:office@glenfieldcommunitycentre.co.nz)

Website: [www.glenfieldcommunitycentre.co.nz](http://www.glenfieldcommunitycentre.co.nz)

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