



ABN: 84 954 869 011

ANNUAL REPORT

2022 – 2023

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In the spirit of reconciliation, Beaconsfield Neighbourhood Centre would like to acknowledge the traditional custodians of the land on which we gather, the Bunurong people of the Kulin nation, and their connection to land, sea and community.

We pay our respects to their Elders, past, present, and emerging as they hold the memories, the traditions, and the culture of the Aboriginal and Torres Strait Islander people across the nation.



President's Report for AGM Year Ending June 30th, 2023

I admit to a little apprehension when I accepted the nomination to take on the President's role for Beaconsfield Neighbourhood Centre (BNC) this financial year. However, the year has passed quickly, and I feel proud to have been in the position, along with other Committee members and staff to guide the Centre through another successful year.

I have found the support of the rest of our Committee of Management and the BNC staff to be invaluable and recognise the true team effort that creates this unique space for the community. I thank the Committee for their commitment to volunteer when time is such a rare and precious resource these days.

Although it is a team effort to run BNC a special mention must be given to Rachael whose leadership, dedication and hard work ensures the efficient operations of the Centre for all staff, members, and the Committee of Management. Your ability to adapt and manage changes and on-going commitment is invaluable to the Centre and does not go unnoticed and I want to publicly acknowledge your efforts. On behalf of the Committee, we pass on our sincere appreciation for all you do to ensure the smooth running of the Centre.

Although the fallout from Covid has had less impact on the Centre's operations this year, we have nonetheless had to navigate some challenges as Covid cases were still prevalent until quite recently. Unprecedented staff and tutor illness for this and other ailments has stretched our resources without the benefits of any more funding. I give credit to our staff who continued to fill gaps as necessary and provide a seamless experience for our members.

We employed two new staff members in January. Leanne took over the administration and venue hire role that Sally left vacant as she moved out to the country. We also welcomed Niki to the Children's Room team to assist with the longer sessions of Occasional Care that we now offer. I thank the staff subcommittee members who were tasked with the extra work required for recruitment. We are satisfied that we picked the right applicants for these positions as they have settled in well.

Along with the Centre Coordinator, Rachael's, assistance, we have continued to review and update our policies for the Centre. I feel confident that there is a strong framework in place to guide our operations and comply with legislative requirements.

Unfortunately, this AGM sees Alyssa Jones stepping down from her General Committee Member role. Alyssa and her family have contributed in many other ways to our Centre over the years including playground maintenance and program delivery. Alyssa has been unable to attend committee meetings due to her paid work commitments increasing, but we will certainly keep her in the loop and hope that we'll see more of her again in the future.

I would also like to pass on our thanks to Cr Brett Owen for his on-going support and giving up his time to chair our Annual General Meeting today.

I am pleased to offer this review of the past year to the Annual Report and happily offer my services as President for a second term should the upcoming Committee choose to accept my nomination.

Regards,

A handwritten signature in black ink, appearing to read 'Noel Wyett', written in a cursive style.

Noel Wyett

President

Beaconsfield Neighbourhood Centre



Treasurer's Report for AGM Year Ending June 30th, 2023

It has been a busy year and although our bottom line this year shows a loss, I can note the three expenses that explain how the Centre accounts do not end up in profit.

1. With unusual and unforeseen staff absences in the Children's Room, we paid almost \$11,700 in fees for qualified relief staff from McArthur. Measures are being taken to increase our staff capacity to handle absences, but unfortunately these payments will continue to impact our accounts for the first part of the 2023-2024 financial year.
2. We noted the requirement to pay superannuation to our Contractors and calculated back-pay plus interest and fees for all affected tutors. This one-time payment totalled \$32,000 and future payments are now included in our costing per class.
3. The Cardinia Shire Council are charging us a maintenance contribution amount of \$7,500 per year, but two years were invoiced within this one financial year.

So, all things considered it would have been a good year if it hadn't been for these unforeseen expenses totalling over \$50,000. We continue to budget carefully and conservatively and although our funding is not keeping pace with rising costs, we are confident that the Centre's popularity and good financial management will ensure that we weather the storms.

Our Centre bookkeeper, Barbara, continues to be very supportive and has made it so easy for me to undertake the Treasurer role for my second year. Thank you, Barb – you are a wonderful asset and the work that you do for the Centre is immensely valued.

The Centre remains in a healthy financial position with some reserves of funding available to absorb the extraordinary events of this year and in anticipation of some other expected hits in the upcoming year.

I am happy to remain in the Treasurer's role for another year if nominated for the position.

It is with pleasure that I present the audited financial reports for the 2022-2023 year.

Thank you,

A handwritten signature in cursive script, appearing to read "Sharyn Cronin".

Sharyn Cronin

Treasurer

Committee of Management

Beaconsfield Neighbourhood Centre



Centre Coordinator's Report for AGM Year Ending June 30th, 2023

It is hard to believe a year has passed since I last sat to write my annual report. It feels like just a few months ago, and yet here we are, reviewing 12 more successful months of this very special Centre.

It has been busy with a record 630+ members joining us throughout the year. Many classes are full, and the rooms are nearly always bustling with some class or activity underway.

We assisted community members to complete applications for another round of the \$250 Power Saving Bonus. We also continued to support the Safe Seats Safe Kids program for the correct fitting of child car seats in vehicles. Of the more than 16,000 child car restraints inspected across Victoria in 2022 under this program, 86% were incorrectly installed or used. It's gratifying to know that 191 members of our community took advantage of this free service to help keep their little ones safe.

The Centre received some love in January with a fresh coat of paint throughout. Thank you to the Cardinia Shire for contributing towards this facelift.

I feel lucky and grateful to have an awesome team of talented people contributing to the special warmth that our Centre offers to the community. This includes our paid staff, tutors and volunteers.

Staff

Robert Yates said, "It is amazing what can be accomplished when nobody cares about who gets the credit." Perhaps this explains how the team of amazing, selfless women employed at our Centre accomplish so much, often with limited resources of time and money. Our staff continue to give so much, without scorecards nor expectation of recognition. I want to take this opportunity now to recognise the dedication and value of the people fully deserving of immense credit for what they bring to this organisation:

- ♥ Barbara Gifford (Bookkeeper)
- ♥ Nicola Holten (Childcare Assistant from Jan 2023)
- ♥ Sue Howat (Program Coordinator)
- ♥ Anne Jones (Children's Room Coordinator)
- ♥ Leanne Gelderbloem (Venue Officer/Administration from Jan 2023)
- ♥ Sally McCarthy (Venue Officer/Administration Jul-Dec 2022)
- ♥ Alison Shuttleworth (Childcare Assistant)
- ♥ Judith Waller (Playgroup Leader/Childcare Assistant)

We sadly said farewell to Sally as she moved away to the country and wouldn't agree to commute two hours each way to continue working with us, but her role is being well managed by Leanne. We also welcomed Niki to the Children's Room as we extended our Occasional Care sessions and needed an extra staff member.

Tutors

Our talented tutors continue to make us look good. Many thanks for your commitment and enthusiasm:

Anna (Line Dancing), Betty (Floral), Debbie (Strength Training), Diane (Dancercise & Ballroom Dance), Erin (Children's Dance & Acro), Janine (Painting & Drawing), Jason (Mobile Phone Help), Karen (Yoga), Mary (Cooking), Rose (Sit Down Exercise), Rosa (Yoga), Sharon (Floral) & Teresa (Strength Training Pilates).

Volunteers

Thank you to everyone else who gave their time in a voluntary capacity. I feel ill-equipped to properly recognise and celebrate our volunteers in this brief summary, but we would literally not be here without them, and their value is immeasurable.

The members of our volunteer Committee of Management continue to govern the organisation's direction and oversee its financial sustainability in an unpaid but invaluable capacity. I have been very fortunate to have Noel in the President's chair this year with his unfailing support and dedication. I have a great deal of respect for this man and much gratitude for his contributions. I have also drawn rather heavily this year on the staff subcommittee and appreciate their affability with the additional load they have been tasked with. The Centre cannot operate without this Committee and so I am exceedingly grateful for these very special people who have given their time and shared their skillsets for the community's benefit.

We also have some kind and generous people willing to facilitate groups, serve at reception, assist in the Children's Room or generally be helpful. Thank you all!

I must offer particular thanks for the ongoing volunteer contributions from Barbara Ballenden (Mahjong), Elva Board (Walking Group), Linda Carley (Wine Club), Jan Hunter (Cards & Retiree Group), Allan Milne (Gardener), Gwen Neve & Lorna Martin (Midway), David Phillips (Write Away), Jan Smith & Lyn Titchener (Knitting), Liz Smith (Tax Help), Trudie Timothy (Office Volunteer), Nathalie Walker (Line Dancing) and Jack Williamson (Odd Jobs).

I'm glad to have the continuing opportunity to be a part of this wonderful organisation and offer the following photos to show some of the highlights from the past financial year.

Rachael Boddy
Centre Coordinator
Beaconsfield Neighbourhood Centre

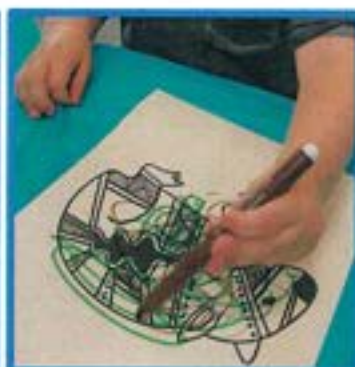
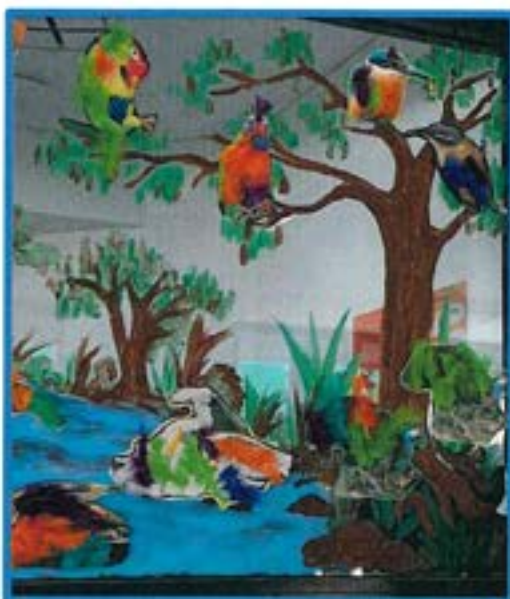


Thanks to the DJSIR - Office for Suburban Development Living Local Community Grants Program, we were able to upgrade our free book swap area with some very swanky new shelves.



We're so proud of the service we offer in our Children's Room where the children can enjoy so many fun and educational opportunities in a friendly and safe environment. Our Playgroups are very well attended, and we have successfully extended to 3 days of longer Occasional Care sessions.

Our dedicated 3-year-old Program concluded in December, but all the resources, experience and programming are incorporated into our Occasional Care sessions at age-appropriate levels.





Our Patchwork ladies continue to astound us with the detail and quality of their quilts. The very talented "Sewing Sisters" Carol, Laurel and Pam generously donated an amazing quilt to boost our fundraising efforts for Mothers' Day and we were thrilled with the \$160 winning auction bid that added to the annual raffle proceeds.





We were so pleased to welcome back our resident florist, the lovely Sharon, whose popular workshops produce magnificent arrangements from all attendees (above and left).

Betty also brought some lovely colour to the Craft Room with her floral arranging classes last year (below).



Mary's cooking workshops were another highlight with amazing aromas filling the Centre on cooking day.



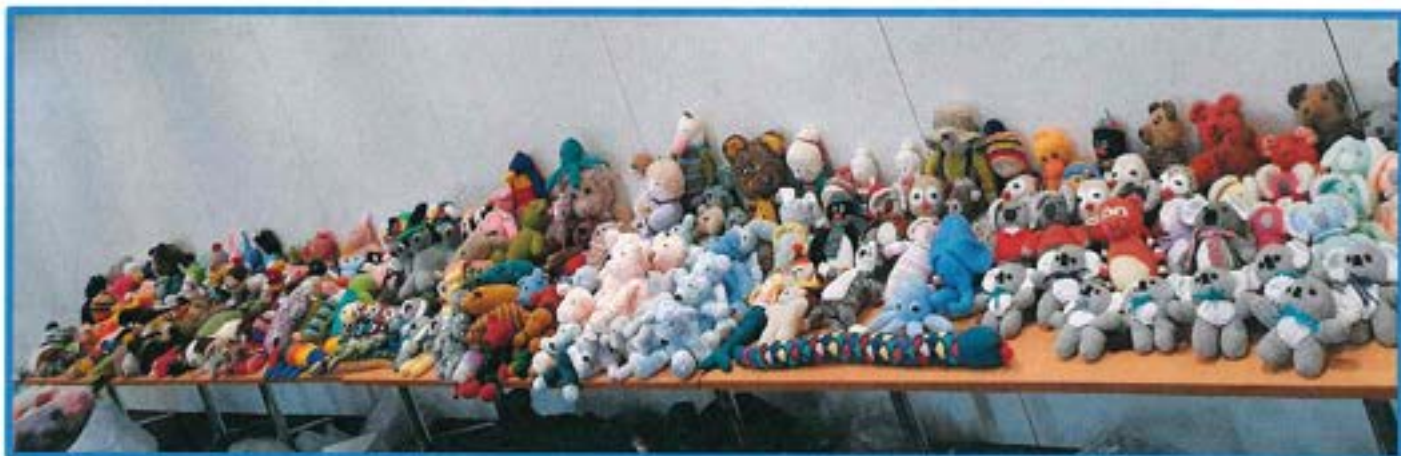


Miss Erin is still a firm favourite of all the children attending her dance classes and the newly introduced Acro sessions. We're so proud of her personal achievements in her weightlifting competitions too!



There are plenty of options for our slightly older members who like to keep moving as well. Ballroom or Dancercise classes with Di, Strength Training and Pilates Classes with Teresa or Deb, Line Dancing with Anna as well as Yoga classes with Rosa or Karen are regularly offered activities every term.





Our Knitting Group donated hundreds of beautiful, knitted items to Bless Collective, Food Pantry, Pakenham Op Shop, Casey Hospital and Beaconsfield Ambulance Station to assist those in need. The ladies have also had great success selling toys and leg warmers from a window display of their work, of which the proceeds are put back into more wool and supplies for the charity donations.



Table Tennis continues to be a very popular activity at the Centre with fun and sometimes competitive games taking place on several days of the week. The good-natured jokes, laughs and shrieks we hear emanating from the hall always raise a smile and players also enjoy the social element of sharing a cuppa and a chat.



Janine's Painting in Acrylics and Drawing Classes are always a delight to peek in on as the students turn out the most amazing artwork under her expert guidance.



Without government funding, the Centre would struggle to provide quality programs and facilities whilst keeping costs low for our members. BNC gratefully acknowledges the ongoing funding and support received from the Victorian State Government Department of Families, Fairness and Housing (DFFH) and the Cardinia Shire Council.



Our Free Community Pantry has provided a source of essential staples for many. It is also a means to donate support to those in need and people can contribute cash or necessities. A grant last year from the Cardinia Park Hotel has kept the shelves stocked. We have also entered a partnership with Beaconsfield Woolworths for bread donations several times each week and other grocery items including some fresh vegetables, eggs and sometimes even doughnuts!



**BEACONSFIELD
NEIGHBOURHOOD CENTRE INC.**

FINANCIAL ACCOUNTS AND STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

Beaconsfield Neighbourhood Centre Inc.
Index to Financial Accounts and Statements

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Beaconsfield Neighbourhood Centre Inc.

Overview

Principal Address – 8 O’Neil Rd, Beaconsfield, Vic. 3807

Principal Activity – Neighbourhood Centre

Number of Part Time Employees – 7 in July 2022 to December 2022
– 8 in January 2023 to June 2023

2022/2023 Committee of Management

| | |
|----------------|---------------------|
| President | Noel Wyett |
| Vice President | Tania Baxter |
| Secretary | Katharine O’Carroll |
| Treasurer | Sharyn Cronin |

General Committee Members

Gwen Neve
Alyssa Jones
Shoheli Sunjida
Valerie Boumann
Miryam Prasetyo
Monica Spiteri
Maria Tucci

Beaconsfield Neighbourhood Centre Inc.
Statement by Members of the Management Committee

The Committee have determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee:

1. The statements attached to this certificate give a true and fair view of the financial performance and position of Beaconsfield Neighbourhood Centre Inc. during and at the end of the financial year ending June 30, 2023.
2. At the date of this statement, there are reasonable grounds to believe that Beaconsfield Neighbourhood Centre Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

President – Noel Wyett

Signed:



Date:

12 / 9 / 23

Treasurer – Sharyn Cronin

Signed:



Date:

12 / 9 / 23

Beaconsfield Neighbourhood Centre Inc.
Statement of Financial Performance
For the Year Ended 30th June, 2023

| <u>INCOME</u> | NOTES | 2023 \$ | 2022 \$ |
|-------------------------------------|--------------|-------------------|-------------------|
| Grants | | | |
| - Cardinia Shire NH Grant | | 25,519 | 25,041 |
| - DFFH Co-Ordinator Funding | | 93,718 | 89,596 |
| - Cardinia Shire Computer Grant | | 3,000 | 3,000 |
| - Other Grants | 2 | 8,200 | 1,000 |
| - COVID-19 Emergency Funding | 3 | 0 | 26,713 |
| Courses Income | 4 | 96,408 | 55,433 |
| Children's Programs | 5 | 167,262 | 114,206 |
| Interest Income | | 2,215 | 342 |
| Membership Fees | | 5,710 | 4,770 |
| Room Usage | | 46,992 | 41,020 |
| Equipment Hire | | -45 | 189 |
| Hall Management Funding | 6 | 0 | 8701 |
| Outdoor Space Hire | | 1,100 | 750 |
| Donations | | 379 | 1,785 |
| Miscellaneous | | 1 | 68 |
| Advertising Revenue ³ | | 91 | 182 |
| Photocopier | | 34 | 18 |
| PSB Outreach Program | | 720 | 60 |
| Fundraising | | 1,685 | 1,159 |
| TOTAL INCOME | | 452,989 | 374,033 |
| <u>COST OF SALES</u> | | | |
| Unrecoverable Debt Written Off | | 0 | 0 |
| GROSS PROFIT | | 452,989 | 374,033 |
| <u>EXPENDITURE</u> | | | |
| Advertising | | 750 | 139 |
| Audit | | 900 | 900 |
| Bank Fees | | 724 | 728 |
| Bank Merchant Fees | | 982 | 765 |
| Cardinia Contribution | 7 | 15,000 | 0 |
| Centre Amenities | | 2,693 | 2,512 |
| Children's Room Materials/Equipment | | 2,523 | 895 |
| Committee/Volunteers Expenses | | 823 | 1,248 |
| Cleaning | 8 | 17,895 | 16,042 |
| Cleaning Supplies & Equip | | 33 | 52 |
| Computer Expenses | 9 | 4,540 | 1,807 |
| Community Support | | 3,102 | 875 |
| Course Expenses | 10 | 54,485 | 36,476 |
| Depreciation Expense | | 410 | 421 |
| Electricity | | 3416 | 2,227 |
| Gas | | 297 | -44 |
| Fundraising | | 415 | 252 |

Beaconsfield Neighbourhood Centre Inc.
Statement of Financial Performance (Cont)
For the Year Ended 30th June, 2023

| EXPENDITURE (Cont) | NOTES | 2023 \$ | 2022 \$ |
|-------------------------------------|--------------|--------------------|--------------------|
| First Aid Equipment/Supplies | | 211 | 216 |
| Insurance | | 1,042 | 1,042 |
| Office & Building Equipment | | 2,765 | 859 |
| Office Stationery | | 601 | 402 |
| Other Employer Expenses | 11 | 11,137 | 1,340 |
| Photocopier/Printer Expense | | 741 | 629 |
| Police Checks | | 76 | 0 |
| Postage | | 144 | 144 |
| Programme Expense | | 6,668 | 8,366 |
| Provision for Long Service Leave | 19 | 21,300 | -15,485 |
| Repairs & Maintenance | | 2,248 | 1,414 |
| Registrations & Fees | | 2,458 | 2,426 |
| Staff Training | | 707 | 540 |
| Staff Presents | | 597 | 2,040 |
| Telephone & Internet | | 2,392 | 3,307 |
| Superannuation Expense | | 28,324 | 25,222 |
| Superannuation Contractors Exp | 12 | 32,000 | 0 |
| Water Rates | | 1,598 | 836 |
| Wages & Salaries | | 268,130 | 280,127 |
| Website Expense | | 0 | 1,818 |
| Workcover | 13 | 3,300 | 2,907 |
| TOTAL EXPENSES | | 495,427 | 383,445 |
| Extraordinary Expenses | | | |
| Children's Room Equipment/Furniture | | 0 | 6,019 |
| Extraordinary one off expenses | | 0 | 5,952 |
| TOTAL EXTRAORDINARY EXPENSES | | 0 | 11,971 |
| OPERATING SURPLUS/(DEFICIT) | | -42,438 | -21,383 |

Beaconsfield Neighbourhood Centre Inc.
Statement of Financial Position
As at 30th June, 2023

| | NOTES | 2023 \$ | 2022 \$ |
|----------------------------------------|-------|----------------|----------------|
| <u>ASSETS</u> | | | |
| Current Assets | | | |
| Bendigo Main Statement Account | | 38,750 | 99,486 |
| Bendigo Savings Account | | 27,274 | 0 |
| Bendigo Term Deposit (703) | | 61,559 | 60,170 |
| Bendigo Term Deposit (745) | | 100,380 | 100,205 |
| Prepaid Mastercard | | 658 | 422 |
| Cash Drawer | | 200 | 200 |
| Vending Machine Float | | 25 | 25 |
| Undeposited Funds | | 603 | 6,460 |
| Trade Debtors | 14 | 6152 | 8,900 |
| Prepaid Expenses | | 0 | 480 |
| Knitting Group Holding Account | 15 | -846 | -634 |
| Right of Use (Cardinia Shire Lease) | 16 | 624 | 520 |
| Total Current Assets | | 235,379 | 276,234 |
| Non Current Assets | | | |
| | 17 | | |
| Building & Equipment at Cost | | 46,493 | 46,493 |
| Building & Equip Accum Dep'n | | -30,496 | -30,086 |
| Total Non Current Assets | | 15,997 | 16,407 |
| TOTAL ASSETS | | 251,376 | 292,641 |
| <u>LIABILITIES</u> | | | |
| Current Liabilities | | | |
| Trade Creditors | | 5,688 | 6,865 |
| Accrued Revenue | | 1,785 | 7,430 |
| Cardinia Shire Unallocated Ref | | 176 | 176 |
| Lease Liability (Cardinia Shire Lease) | 16 | 624 | 520 |
| Total GST Liabilities | | 428 | 2,544 |
| Purchased Leave | 18 | 2,906 | 5,158 |
| PAYG Withholding Payable | | 3,670 | 7,750 |
| Provision Long Service Leave | 19 | 61,662 | 44,723 |
| Bond BNC Room Usage | 20 | 1,380 | 1,880 |
| Bond BNC Digital Projector | 20 | 0 | 100 |
| Total Current Liabilities | | 78,319 | 77,146 |
| TOTAL LIABILITIES | | 78,319 | 77,146 |
| NET ASSETS | | 173,057 | 215,495 |
| <u>MEMBERS' FUNDS</u> | | | |
| Equity | | | |
| Retained Earnings | | 215,495 | 236,879 |
| Current Year Earnings | | -42,438 | -21,383 |
| TOTAL MEMBERS' FUNDS | | 173,057 | 215,496 |

Beaconsfield Neighbourhood Centre Inc.

Statement of Cash Flows

For the Year Ended 30th June, 2023

| | 2023 \$ | 2022 \$ |
|--------------------------------------------|------------|------------|
| Cash Flow from Operating Activities | | |
| Net Income | -42,438 | -21,406 |
| Knitting Group Holding Account | 211 | -730 |
| Trade Debtors | 2,749 | 9,486 |
| Prepaid Expenses | 480 | -480 |
| Right of Use (Lease) | -104 | -208 |
| Building & Equip Accum Dep'n | 410 | 421 |
| Trade Creditors | -1,176 | -2,676 |
| Accrued Revenue | -5,645 | 6,799 |
| Lease Liability | 104 | 208 |
| GST Collected | -574 | -1,814 |
| GST Paid | -1,542 | 1,891 |
| Purchased Leave | -2,252 | 1,784 |
| PAYG Withholding Payable | -4,080 | 78 |
| Provision for Long Service Leave | 16,938 | -14,150 |
| Bond BNC Room Usage | -500 | 0 |
| Bond BNC Digital Projector | -100 | 100 |
| Weekend Bond | 0 | -8,750 |
| Net Cash Flows from Operating Activities | -37,519 | -29,447 |
| Cash Flow from Investing Activities | | |
| Net Cash Flows from Investing Activities | 0 | 0 |
| Cash Flow from Financing Activities | | |
| Net Cash Flows from Financing Activities | 0 | 0 |
| Net Increase/Decrease for the period | -37,519 | -29,447 |
| Cash at the Beginning of the period | 266,943 | 296,390 |
| Cash at the End of the period | 229,424 | 266,943 |

Reconciliation of Cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.

Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

| | 2023 \$ | 2022 \$ |
|-------------------------------------|------------|------------|
| Cash At Bank - Bendigo Main Account | 38,750 | 99,486 |
| Bendigo Savings Account | 27,274 | 0 |
| Bendigo Term Deposit (703) | 61,559 | 60,170 |
| Bendigo Term Deposit (745) | 100,380 | 100,205 |
| Cash on hand | 200 | 200 |
| Prepaid Mastercard | 658 | 422 |
| Undeposited Funds | 603 | 6,460 |
| | 229,424 | 266,943 |

Beaconsfield Neighbourhood Centre Inc.

Notes to the Financial Statements

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

The Committee of Management have prepared the financial statements on the basis that the association is a non-reporting entity because there are no users who are dependent on its general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the *Associations Incorporations Reform Act 2012*.

The financial statements have been prepared in accordance with the mandatory Australian Accounting Standards applicable to entities reporting under the *Associations Incorporations Reform Act 2012* and the significant accounting policies disclosed below, which the Committee of Management have determined are appropriate to meet the needs of members. Such accounting policies are consistent with those of previous periods unless stated otherwise.

The financial statements have been prepared in accordance with the following accounting standards (where relevant):

- AASB 101 Presentation of Financial Statements
- AASB 107 Statement of Cash Flows
- AASB 108 Accounting Policies' Changes in Accounting Estimates and Errors
- AASB 1031 Materiality
- AASB 1048 Interpretation of Standards
- AASB 1054 Australian Additional Disclosures
- AASB 1058 Income for Not-for-Profit Entities

The financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes. The accounting policies that have been adopted in the preparation of the statements are as follows:

Accounting Policies

Revenue

Grants, Course Income, Programs, Room Usage and Hall Management funding are recognised as revenue as it accrues.

Property, Plant and Equipment

Each class of property, plant and equipment is carried at cost or fair value, less, where applicable, accumulated depreciation and any impairment losses.

Depreciation - Property Plant and Equipment

The depreciation rates used for each class of depreciable assets are:

| Class of Fixed Asset | Depreciation Rate |
|----------------------|-------------------|
| Plant and equipment | 40% - 100% |

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains or losses are recognised immediately in profit or loss. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. There are no borrowings at the present time.

Provisions

Provisions are recognised when the entity has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Comparative Figures

Where required by Accounting Standards, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When an entity applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements, a statement of financial position as at the beginning of the earliest comparative period must be disclosed.

Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the company during the reporting period which remain unpaid. The balance is recognised as a current liability with the amount being normally paid within 30 days of receipt.

2. OTHER GRANTS

Total Other Grants received:

| | 2023 | 2022 |
|----------------------------------------------------------------------|--------------|--------------|
| | \$ | \$ |
| Community Wellbeing Support Grant for Table Tennis Table | 0 | 1,000 |
| Cardinia Park Hotel for Free Food Pantry & Toiletries | 5,500 | 0 |
| Dept of Jobs, Precincts & Regions for Free Book Swap Library Shelves | 2,700 | 0 |
| TOTAL | 8,200 | 1,000 |

3. COVID-19 EMERGENCY FUNDING

Total Funding received:

| | 2023 | 2022 |
|--------------------------------------------|-------------|---------------|
| | \$ | \$ |
| Business Victoria Support Fund | 0 | 20,000 |
| Childcare Subsidy Emergency Relief Funding | 0 | 6,713 |
| TOTAL | 0 | 26,713 |

4. COURSES INCOME

Total Courses Income is derived from:

| | 2023 | 2022 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------|
| | \$ | \$ |
| Health and Social Courses (Includes Line Dancing, Children's Dance, Strength Training, Yoga, Table Tennis, Midway, Meditation & Other Social Groups) | 73,568 | 43,704 |
| Art & Home Industry Courses (Includes Patchwork, Pergamano, Sewing & Painting) | 14,580 | 9,178 |
| Cameras & Computers Courses | 655 | 350 |
| Workshops | 7,605 | 2,201 |
| TOTAL | 96,408 | 55,433 |

5. CHILDREN'S PROGRAMS

Children's Program Income is derived from:

| | 2023 | 2022 |
|-----------------------------------------------------------|----------------|----------------|
| | \$ | \$ |
| Occasional Care (Early Learning- increased hours in 2023) | 144,584 | 77,919 |
| 3 Year Old Kinder (ended in December 2022) | 12,308 | 29,956 |
| Playgroup | 10,370 | 6,331 |
| TOTAL | 167,262 | 114,206 |

6. HALL MANAGEMENT FUNDING

Weekend Hall Hire is now fully managed by Cardinia Shire Council.

7. CARDINIA CONTRIBUTION

As part of our license agreement with Cardinia Shire Council we will now be charged an Annual Maintenance Contribution fee of \$7,500. The Council was slow in getting the first invoice to us for the previous year which has resulted in us having to pay for two years being a total of \$15,000. It will be \$7,500 from next financial year onwards.

8. CLEANING

Cleaning is contracted through Cardinia Shire Council and they in turn invoice us for our portion of the cleaning. We have been receiving regular invoices from Council and have paid the amount expected for the year.

9. COMPUTER EXPENSES

An increase in Computer Expenses this year has resulted in the need for a new IT Technician that has cleaned up a lot of issues with both hardware and software

10. COURSE EXPENSES

Total Course Fees for Tutor Payments and Material Costs:

| | 2023 | 2022 |
|-----------------------------|---------------|---------------|
| | \$ | \$ |
| Health and Social Courses | 35,901 | 26,313 |
| Art & Home Industry Courses | 9,841 | 6,629 |
| Cameras & Computers Courses | 300 | 0 |
| Workshops | 1,539 | 1,626 |
| Course Materials | 6,802 | 1,726 |
| Tutor Gifts/Expenses | 102 | 182 |
| TOTAL | 54,485 | 36,476 |

11. OTHER EMPLOYER EXPENSES

We have had to hire agency staff through McArthur to cover for the Children's Room staff who have had to take higher than normal sick leave hours.

12. SUPERANNUATION CONTRACTORS EXPENSE

We recognised that we need to pay Tutors superannuation on top of the hourly rate they charge us on their invoices. There was a One-time payment this financial year of back pay and the superannuation now accumulated is paid on a monthly basis.

13. WORKCOVER

Rateable Remuneration is calculated on Staff Wages and Subcontractor/Tutor payments as required by the relevant state legislation.

14. TRADE DEBTORS

Trade debtors consist mostly of room usage bookings that are invoiced in advance and Childcare Fees that are invoiced fortnightly and paid by direct debit through Debitsuccess. All other outstanding invoices are for unpaid course fees and regular debt collection is undertaken.

15. KNITTING GROUP HOLDING ACCOUNT

This is an asset account opened to hold funds for the Knitting Group for the sale of items from the window as well as any grants received.

16. LEASES

"Peppercorn leases" are arrangements that have significantly below-market terms and conditions principally to enable a Not-For-Profit entity to further its objectives. AASB 1058 will require peppercorn leases to be recognised for annual reporting periods beginning on or after 1 January 2019 and measured as follows:

1. The right-of-use (ROU) asset will be recognised and measured at fair value under AASB 13
2. A lease liability for the nominal peppercorn payments will be recognised under AASB 16, and
3. The difference between 1 and 2 above will be recognised immediately in profit or loss as income.

In late December 2018, the Australian Accounting Standards Board (AASB) published amendments to AASB 16 Leases and AASB 1058 Income of Not-for-Profit Entities that will temporarily relieve Beaconsfield Neighbourhood Centre as a not-for-profit entity from being required to measure at fair value any lease arrangements to which they are a lessee and recognise the ROU asset at cost. An agreement with Cardinia Shire Council has been reached that allows Beaconsfield Neighbourhood Centre to operate within its building but an invoice has not yet been received so the amount of \$104 per annum has been recorded in anticipation of an invoice.

17. NON CURRENT ASSETS

Non Current Assets are reported at cost less, where applicable, any accumulated depreciation. Depreciation is allowed on a straight line basis over the useful lives of the assets.

18. PURCHASED LEAVE

Purchased leave is a holding account for funds deducted from the standard wage of several staff members. This is a voluntary agreement to provide for a regular payment to continue during the unpaid holiday periods.

19. EMPLOYEE ENTITLEMENTS

A provision for Long Service Leave is made every year to reflect the amount accrued by employees during the year. A Term Deposit bank account has been created to provide adequate funds for this purpose and will be added to when necessary as the provision is made each year. The Victorian Government introduced Portable Long Service Leave for the Community Sector as at 1st July, 2019. Quarterly reporting and payment of 1.65% of wages is made to the Portable Long Service Authority. Extra provision as per the Award is provided for at the end of each year.

20. BONDS

Bonds are included on the customer invoice at the time a room booking is made and reflected as a liability until refunded after the event.



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Independent Auditor's Report

To the Members of the Beaconsfield Neighbourhood Centre Inc.

REPORT ON THE AUDIT OF THE FINANCIAL REPORT

Opinion

We have audited the financial report of Beaconsfield Neighbourhood Centre Inc. ("the Company") which comprises the statement of financial position as at 30 June 2023, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the directors' declaration.

In our opinion, the accompanying financial report of the Company is in accordance with the *Associations Incorporation Reform Act 2012*, including:

- a) giving a true and fair view of the Company's financial position as at 30 June 2023 and of its financial performance for the year then ended; and
- b) complying with Australian Accounting Standards to the extent described in Note 1 and the *Associations Incorporation Reform Act 2012*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Company in accordance with the auditor independence requirements of the *Associations Incorporation Reform Act 2012* and the ethical requirements of the Accounting, Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* ("the Code") that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Associations Incorporation Reform Act 2012*, given to the directors of the Company, would be in the same terms if given to the directors as at the time of this auditor's report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the director's financial reporting responsibilities under the *Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Information Other than the Financial Report and Auditor's Report Thereon

The directors are responsible for the other information. The other information comprises the information included in the Company's annual report for the year ended 30 June 2023, but does not include the financial report and our auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Directors for the Financial Report

The directors of the Company are responsible for the preparation of the financial report that gives a true and fair view and have determined that the basis of preparation described in Note 1 to the financial report is appropriate to meet the requirements of the *Associations Incorporation Reform Act 2012* and is appropriate to meet the needs of the members. The director's responsibility also includes such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the directors are responsible for assessing the ability of the Company to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide the directors with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.



Carl Nunan
Chartered Accountant



Location Melbourne

Date 24 August 2023