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1922 09 CDC 01 JUNE 2021
RATES REMISSION APPLICATIONS

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Remission of Rates Charged to Charitable Organisations

Objective

The purpose of granting rates support is to reduce the rating obligations on those charitable organisations that will benefit the community.

This policy provides for additional rating support than is statutorily required through the Local Government (Rating) Act 2002 to support the arts, culture and heritage, sport and recreation and welfare, where these organisations support Council's Vision and Outcomes.

This includes those organisations whose land may be non-rateable under Schedule 1 Section 9 of the Local Government (Rating) Act 2002.)

Conditions and Criteria

Rates remissions for charitable organisations under this policy will be administered annually and may be made for a multi-year term to a maximum of three years.

Council may remit rates where the application meets the following criteria:

- Directly links with the Council's vision and outcomes; and
- A rating unit that may be owned by Council or owned and occupied by a charitable organisation, which is used principally for sporting, recreation, art or community purposes; or
- A rating unit that is leased by a charitable organisation for a period of at least one year is used principally for recreation, sporting or community purposes, and where the organisation is liable for the payment of the Council's rates under the property's lease agreement.

Definition of "charitable organisation" is a charitable entity which means a society, an institution, or the trustees of a trust that is or are registered as a charitable entity under the Charities Act 2005.

The policy does not apply to organisations that are not income tax exempt.

In allocating the rates support, Council will prioritise against the following:

- Activities that support sport and recreation.
- Activities that will attract and retain residents.
- Activities that will encourage the arts and contribute to a vibrant, thriving Manawatū.

Applications will also be assessed against:

- Opportunity for participation/accessibility to Manawatū District residents
- Compliance with previous reporting requirements

Remission Scale:

Council may remit 50% of the total rates payable, including the annual water meter charge, for those organisations that qualify under this policy.

Application process:

All applications must be submitted on the required form. Applications must be received before the end of April to apply to the following financial year. Applications will not be applied retrospectively.

Organisations who apply need to include (where applicable):

- Statement of organisation's objectives
- Current financial statement
- Proof of charitable status
- Information on activities and programmes
- Details of membership or client numbers
- Any other information that supports the application in relation to the eligibility criteria

Council will consider each application on its merits, and provision of rates support in any year does not set a precedent for similar level of support in any future years.

Delegations

The Community Development Committee has the delegated authority to approve or decline applications under this policy.

Rates Remission Application

Applicant details	
Valuation reference number(s)	1410106600, 1410107300, 1410107400, 1410107500
Name of organisation	Activate Feilding Trust (Activate Church Feilding)
Contact name	David Quin
Postal address	Activate Feilding Trust PO Box 385 Feilding
Phone	(06) 323 5834
Email	david.q@activatechurches.com
Website	
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC51381
What was the charity registration date?	9/03/2015
Please upload a copy of proof of charitable status	CC51381_CharitySummary-2.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	<p>At Activate Feilding Trust our desire is to activate community transformation. We have several areas of interest.</p> <p>We provide a Christian Church where people can receive spiritual guidance, a place to worship, and a family to belong to. We believe that everyone should have a place where they can find love acceptance and belonging. A non judgmental environment where everyone can feel safe.</p> <p>We have a range of groups meeting each week to meet the needs of a wide range of people and most age groups ranging from Kids to adults, budgeting to Sports. We also have a few different community groups using our facilities to help benefit the Feilding community at large. Feilding & District Youth Board, Super Grans (Teaching people to cook), Cr aft Groups, Youth, Young adults, Men's breakfast are a few of the groups. Most of the groups use the building free of charge.</p> <p>We have a meals ministry to the community delivering meals to families in the Feilding area who are going through a hard time, we have</p>

	<p>delivered approximately 600 meats in the last year-end we have a weekly free community meal feeding between 40 - 60 people per week, many of them are homeless people.</p> <p>We also support other local activities, eg. make donations to Salvation Army food bank, provide help when asked by local schools, provide PTS for children in poverty to name a few. We often have a new initiative</p>
<p>Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes</p>	<p>At Activate Church Our Values are: Big Hearted, Courageous, Purposed, Kingdom Focused, Belonging</p> <p>And we believe they fit well with the values at MDC</p> <p>We seek to create a safe place that helps our community, not only that, but we try to make it fun and purposed. Our team of local people do this with joy in their hearts (Big Hearted) and a passionate (Kingdom focused) help the community that we live in.</p> <p>We act with respect, integrity and pride towards our community, our workmates and the work we do.</p> <p>We try to go out of our way (Courageous) to help our community, always looking for opportunities for everyone to be heard, understood and valued, creating a place to belong</p> <p>We are always looking for ways to care for people both rural and town people alike to make our community a safer and better place to live.</p>
<p>Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents</p>	<p>By creating a safe place where people can be heard and have a voice, where people can get a good meal, learn real skills to help themselves move forward, budgeting advice to make better real life choices, we believe we are helping make Feilding and the Manawatu a better place to live and an attractive place to move to.</p>
<p>Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate</p>	<p>Our property is located very central in the town, making it within walking distance to most people in Feilding. Our offices are staffed most days and our auditorium has easy access just across the road from the library.</p>
<p>Estimated number of active members, clients or participants</p>	<p>we have approximately 150 Church members, plus around 60 regulars to the Community meal, plus we provide around 600 meals per year to people in and around Feilding (non church</p>

	members) on top of that the Church is used for Weddings, funerals, birthday parties, youth events etc
Do other organisations use your facilities? If yes, please give details of these organisations	Feilding & Districts Youth Board The Rec Room Gym Super Grans (Cooking classes) Funerals & Weddings Youth Events Acts regional gatherings Local choir Fitness group
Please attach here a copy of your organisation's constitution	
Finance details	
Please attach here a copy of your most recent audited financial accounts	ACF performance report 2019-2020.pdf
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances	Yes

between the date of this application and the date of decision-making	
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Pinny & Associates

Chartered Accountants

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Palmerston North 4440
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7 August 2020

The Trustees
Activate Feilding Trust
P O Box 385
Feilding 4740

Dear Sirs/Madams

We have completed the review of the performance reports for the year ended 31 March 2020.

There were no matters arising from the review.

We will be available for re-appointment for the 2021 year.

If you have any questions regarding this review or any other matter, please give me a call.

Kind regards


Darryl G Pinny
Pinny & Associates Ltd.
Independent Assurance Practitioners
Chartered Accountants
Palmerston North

Performance Report

Activate Feilding Trust

For the year ended 31 March 2020

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Entity Information

Activate Feilding Trust

For the year ended 31 March 2020

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Activate Feilding Trust

Entity Type and Legal Basis

Charitable Trust with Tax Exempt Status

Registration Number

CC51381

Entity's Purpose or Mission

At Activate Feilding Trust we are about God and people, people and God. Our desire is to activate community transformation. We have several areas of interest.

We provide a Christian Church where people can receive spiritual guidance, a place to worship, and a family to belong to. We believe that everyone should have a place where they can find love acceptance and belonging.

We have a range of groups meeting each week to meet the needs of a wide range of people and most age groups. We also have a few different community groups using our facilities to help benefit the Feilding community at large.

We have a meals ministry to the community delivering meals to families in the Feilding area who are going through a hard time, we have delivered approximately 600 meals in the last year.

We also support other local activities, eg. make donations to Salvation Army food bank, provide help when asked by local schools, provide PTS for children in poverty to name a few. We often have a new initiative to help the community of Feilding. Donations to Manchester House Social Services Society Incorporated.

When Jesus laid out the plan for His church He made it clear - we've got to do more than talk about things. We experience the love of God, then we share the love and goodness of God. That's why we activate people. Activated people lead to activated families, this leads to activated communities, cities and nations.

Entity Structure

Activate Feilding Trust is a Charitable Trust registered under the Charities Act 1957. It is also a registered Charity with the Charities Commission.

The Trust is administered by a minimum of 5 Trustees who meet monthly. The current Trustees are:

David Quin (Chairperson)

Lionel Smith

Andrew Jefferey Wilkes

Sheridyn Barker Rodgers

James Roy

Main Sources of Entity's Cash and Resources

The Trusts primary source of funding is through donations in the form of members regular contributions and special offerings for social works in New Zealand and overseas. Certain community and international social events and programmes might receive one-off designated and /or on-going donations from members and other stakeholders.

Entity's Reliance on Volunteers and Donated Goods or Services

Apart from a small number on staff, the main activities of the church - meetings and community action programmes - are managed and supported by volunteers both from church membership and the general public. Event food, entertainment and personnel are usually provided from within membership.

Physical Address

94 Aorangi Street

Feilding 4702

Postal Address

PO Box 385

Feilding 4740



Approval of Financial Report

Activate Feilding Trust

For the year ended 31 March 2020

The Trustees are pleased to present the approved financial report including the historical financial statements of Activate Feilding Trust for year ended 31 March 2020.

APPROVED



Name: DAVID QUIN

Position: TRUSTEE

Date: 7/8/2020



Name: ANDY WILKES

Position: TRUSTEE

Date: 7/8/2020

Statement of Service Performance

Activate Feilding Trust

For the year ended 31 March 2020

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

Through the year we have hosted weekly worship services to encourage and grow people in following the life and teachings of Jesus and impart skills for life, plus special outreach services for people to share faith and hope with their families and friends, this includes weekly community meals.

We also have weekly small groups through the community to train people about faith in Jesus, weekly youth groups on site for all ages to teach them about faith in Jesus and practical living. We have taken teams away to training events for leadership and faith development every few months.

Our staff and volunteers have supported people with pastoral care, counselling and advocacy in a number of areas during the year.

The Trust, and its staff and volunteers, are focused on a number of initiatives that support individuals and families in our community regardless of whether they attend a church or have a personal faith in Jesus Christ. The key areas of our community support and some of the statistics around these are listed below.

	2020	2019
Description and Quantification of the Entity's Outputs		
Toy Library		
Current membership	68	68
Community Events		
Activate Wednesday	52	-
Community Meals	52	-
Activate Palmerston North (now community meal)	52	-
Church Services		
Number of regular church services held	52	52
Average attendance at weekly church services	98	98
Number of special meetings and events hosted (when required to most weeks)	52	6
Hope Meals		
Meals prepared and provided	600	600
Families supported by meals	80	82
Other Activities		
Faith Activation Point, Food Bank, Gumboots, PJ's, Kindy etc	11	8

Statement of Financial Performance

Activate Feilding Trust

For the year ended 31 March 2020

'How was it funded?' and 'What did it cost?'

	NOTES	2020	2019
Revenue			
Donations, fundraising and other similar revenue	1	184,400	165,498
Revenue from providing goods or services	1	50,572	42,285
Interest, dividends and other investment revenue	1	19	16
Other revenue	1	2,343	-
Total Revenue		237,335	207,799
Expenses			
Volunteer and employee related costs	2	91,073	107,384
Costs related to providing goods or service	2	111,249	73,358
Grants and donations made	2	18,056	12,247
Other expenses	2	14,637	18,948
Total Expenses		235,015	211,937
Surplus/(Deficit) for the Year		2,320	(4,138)



Statement of Financial Position

Activate Feilding Trust

As at 31 March 2020

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2020	31 MAR 2019
Assets			
Current Assets			
Bank accounts and cash	3	42,211	33,257
Debtors and prepayments	3	4,094	(792)
Total Current Assets		46,304	32,465
Non-Current Assets			
Property, Plant and Equipment	5	1,759,719	1,766,807
Other non-current assets	3	10,600	17,000
Total Non-Current Assets		1,770,319	1,783,807
GST		-	(149)
Total Assets		1,816,623	1,816,123
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	-	-
Other non-current liabilities	4	132	132
Total Current Liabilities		132	131
Non-Current Liabilities			
Loans	4	14,366	16,186
Total Non-Current Liabilities		14,366	16,186
Total Liabilities		14,497	16,317
Total Assets less Total Liabilities (Net Assets)		1,802,126	1,799,806
Accumulated Funds			
Capital contributed by owners or members	6	1,754,874	1,754,874
Accumulated surpluses or (deficits)	6	47,252	44,932
Total Accumulated Funds		1,802,126	1,799,806

Statement of Cash Flows

Activate Feilding Trust

For the year ended 31 March 2020

"How the entity has received and used cash"

	2020	2019
Cash Flows from Operating Activities*		
Cash was received from:		
Donations, fundraising and other similar receipts*	186,743	163,368
Fees, subscriptions and other receipts from members*	50,580	45,709
Receipts from providing goods or services*		
Interest, dividends and other investment receipts*	19	16
Net GST	(885)	(3,183)
Cash was applied to:		
Payments to suppliers and employees*	191,622	176,491
Donations or grants paid*	34,228	13,272
Other operating Activities	1,820	1,016
Net Cash Flows from Operating Activities*	8,787	15,131
Cash flows from Investing and Financing Activities*		
Cash was received from:		
Receipts from the sale of property, plant and equipment*		8,696
Receipts from the sale of investments*		
Proceeds from loans borrowed from other parties*		
Repayment of other Loans	2,400	2,400
Cash was applied to:		
Payments to acquire property, plant and equipment*	414	11,947
Payments to purchase investments*		
Repayments of loans borrowed from other parties*	1,820	1,672
Other loans		4,000
Net Cash Flows from Investing and Financing Activities*	166	(6,523)
Net Increase / (Decrease) in Cash*	8,953	8,608
Opening Cash*	33,257	24,649
Closing Cash*	42,210	33,257
This is represented by:		
Bank Accounts and Cash*	42,210	33,257

This statement should be read in conjunction with the attached Independent Assurance Practitioner's Review Report.

Statement of Accounting Policies

Activate Feilding Trust

For the year ended 31 March 2020

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Revenue

Revenue is accounted for as follows:

Donations

Donations are accounted for depending on whether they have been provided with a 'use or return' condition attached or not. Where no use or return conditions are attached to the donation, revenue is recorded as income when the cash is received. Where donations include a use or return condition, the donation is initially recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Donated goods or services (other than donated assets) are not recognised.

Where significant donated assets are received with useful lives of 12 months or more, and the fair value of the asset is readily obtainable, the donation is recorded at the value of the asset obtained. Where the fair value of the asset is not readily obtainable, the donation is not recorded. Donated assets with useful lives less than 12 months are not recorded.

Fundraising and Grants

Fundraising and Grant income is accounted for depending on whether or not it has a 'use or return' condition attached. Where no use or return conditions are attached, the revenue is recorded as income when the cash is received. Where income includes a use or return condition, it is initially recorded as a liability on receipt. The income is then subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Event Income

Entrance fees for functions and events are recorded as revenue when the function or event takes place.

Interest Income

Interest income is recognised on an accruals basis.

Other Income

All other income is accounted for on an accruals basis and accounted for in accordance with the substance of the transaction.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Activate Feilding Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Property, Plant and Equipment

Property, Plant and Equipment are shown at cost less any accumulated depreciation.

Depreciation

Depreciation for Property, Plant and Equipment is as follows:

Land & Buildings - Nil

Furniture & Fittings - 40% DV

Equipment - 20-40% DV

Motor Vehicles - 30% DV

Music Equipment - 25% DV

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Activate Feilding Trust

For the year ended 31 March 2020

	2020	2019
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Offerings - CAP	1,520	4,180
Offerings - Missions	-	160
Tithes & Offerings	182,880	161,158
Total Donations, fundraising and other similar revenue	184,400	165,498
Revenue from providing goods or services		
Event Income	-	1,487
Rent - 88 Aorangi Street	38,072	28,348
Rent - 90 Aorangi Street Feilding	12,500	12,450
Total Revenue from providing goods or services	50,572	42,285
Interest, dividends and other investment revenue		
Interest Income	19	16
Total Interest, dividends and other investment revenue	19	16
Other revenue		
Other Income	2,343	-
Total Other revenue	2,343	-
	2020	2019

2. Analysis of Expenses

Volunteer and employee related costs		
ACC Levy	208	208
Pastoral Insurances/Superannuation - ACTS National	5,697	6,156
Pastoral Medical Insurance	2,087	1,366
Staff Wages & Salaries	81,716	86,371
Travel - Activate Meetings	1,318	1,911
Travel - International	-	2,529
Travel - National	47	8,843
Total Volunteer and employee related costs	91,073	107,384
Costs related to providing goods or services		
Activate Community Contributions	-	1,448
Activate Youth	-	974
ACTS Movement Contribution	-	7,383
Office Expenses	1,235	1,635
Advertising	3,655	988
Bank Fees	152	80
Book Allowance - Pastor	137	299
Church General Expenses	3,142	548
Insurance	11,332	9,437

	2020	2019
Church Supplies	886	973
Computer IT Expenses	4,019	3,276
Accomodation	1,913	2,511
Conference - Registrations	3,049	2,406
Eftpos Merchant Fees	603	553
Eftpos Rental	250	440
Utilities	4,856	4,980
Electricity (Toy Library)	822	834
Gas	601	619
General Resources	317	120
Hope Meals	-	43
Hospitality - Church	8,029	4,876
Hospitality - Events	1,070	1,659
Hospitality - Missions	600	16
Hospitality - Pastor	1,801	1,435
Mens Ministry	-	447
Mileage & Petrol Reimbursements	2,953	1,218
Missions Events	572	-
Missions Expenses	8,492	1,699
Pastoral Expenses	-	278
Petrol	760	2,736
Photocopier Expenses	711	831
Postage & Courier	113	70
Property Rates	7,016	7,284
Property Repairs and Maintenance	14,374	4,533
Property Water Rates	312	300
Rubbish Removal & Waste	-	62
Staff Training	104	-
Subscriptions (Toy Library)	-	-
Subscriptions & Licences	369	335
Telephone - Church & Internet	2,175	2,591
Telephones - Mobiles	-	261
Toy library, purchase	-	164
Vehicle Expenses	6,529	2,144
Visiting Ministry Expenses	2,129	873
Vision & Capital Pledge	1,500	-
Donation Expense - Contributions	14,672	-
Total Costs related to providing goods or services	111,249	73,358
Grants and donations made		
Donations	-	250
Mission - Vision	-	2,130
Donation Expense - Missions	10,863	5,017
Visiting Ministry - Koha	6,593	4,250
World Vision	600	600
Total Grants and donations made	18,056	12,247
Other expenses		
Unrecoverable Loans	4,000	-

Loss on Sale	-	3,692
Audit Fees	1,900	1,900
Accounting Fees	367	2,020
Depreciation	7,502	10,320
Interest Expense	868	1,016
Total Other expenses	14,637	18,948
	2020	2019

3. Analysis of Assets

Bank accounts and cash

ANZ - Feilding Toy Library	35	35
Westpac - Debit Card Account	991	974
Westpac - Housing Fund	18,353	11,946
Westpac - Main	21,223	19,881
Westpac - Missions	107	120
Westpac - Online Saver	1,501	301
Total Bank accounts and cash	42,211	33,257

Debtors and prepayments

GST	736	(149)
Accounts Receivable	-	(800)
Prepayments	3,350	-
Withholding tax paid	8	8
Total Debtors and prepayments	4,094	(941)

Other non-current assets

Loan - P. Walker	-	4,000
Housing Loan - D & C Quin	10,600	13,000
Total Other non-current assets	10,600	17,000

2020 2019

4. Analysis of Liabilities

Creditors and accrued expenses

Designates - School Backpacks	132	132
Hunter Premium Finance	-	-
Total Creditors and accrued expenses	132	131

Loans

Loan - Westpac (Rental)	14,366	16,186
Total Loans	14,366	16,186

2020 2019

5. Property, Plant and Equipment

Owned Fixed Assets

Land & Buildings	1,745,502	1,745,502
Music Equipment	6,203	6,203
Less Accumulated Depreciation on Music Equipment	(5,208)	(4,876)

Audio-Visual Equipment	16,563	16,563
Less Accumulated Depreciation on Audio-Visual Equipment	(14,886)	(13,767)
Furniture & Fittings	38,886	38,886
Accumulated Depreciation on Furniture & Fittings	(34,736)	(31,970)
Purchase/Sale - Motor Vehicles	11,304	11,304
Accumulated Depreciation on Motor Vehicles	(5,171)	(2,543)
Office Equipment	8,162	7,748
Less Accumulated Depreciation on Office Equipment	(6,901)	(6,244)
Total Owned Fixed Assets	1,759,719	1,766,807
Total Property, Plant and Equipment	1,759,719	1,766,807
	2020	2019

6. Accumulated Funds

Accumulated Funds		
Opening Balance	1,799,806	1,803,943
Accumulated surpluses or (deficits)	2,320	(4,138)
Total Accumulated Funds	1,802,126	1,799,806
Total Accumulated Funds	1,802,126	1,799,806
	2020	2019

7. Assets Used as Security for Liabilities

Westpac NZ Mortgage

Land & Buildings 90 Aorangangi Street, Feilding

- -

8. Related Parties

D Quin - Pastor & Chairman

Interest free Loan, for the purpose of purchasing a home - Repayments \$200/month

9. Events After the Balance Date

On 11 March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March 2020, New Zealand increased its COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown the Trust closed. On 28 April 2020, New Zealand went to alert level 3. On 14 May 2020, New Zealand went to alert level 2. On 9 June 2020, New Zealand went to alert level 1.

At this time the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to Activate Feilding Trust.

10. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the Trustees of Activate Feilding Trust

Report on the Performance Reports

We have reviewed the accompanying performance report of Activate Feilding Trust, which comprise the statement of financial position as at 31 March 2020 and the statement of financial performance, entity information, statement of service performance and statement of cash flows for the year ended 31 March 2020 and a summary of significant accounting policies and other explanatory information.

Board's responsibility for the performance reports

The board is responsible on behalf of the entity for:

- (a). Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b). The board are responsible for the preparation and fair presentation of the performance report which comprises:

- The entity information; and
- The statement of service performance; and
- The statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report.

In accordance with the Public Benefit Entity Simple Format Reporting- Accrual (Not For Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

- (c). For such internal control as the board determine necessary to enable the presentation of the performance report that is free from material misstatement, whether due to fraud or error.

The Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report. We conducted my review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Review Engagements (New Zealand) (ISRE (NZ) 2400

(Revised) and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) (ISRE (NZ) 3000(Revised). Those standards require us to conclude whether anything has come to my attention that causes me to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting-Accrual (Not For Profit). Those standards require that we comply with ethical requirements

A review of the performance report in accordance with ISRE (NZ) 2400 (Revised) is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgment, including identifying areas where the risk of material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised). Accordingly we do not express an audit opinion on the performance report.

Other than in my capacity as assurance practitioner, I have no relationship or interest in Activate Feilding Trust

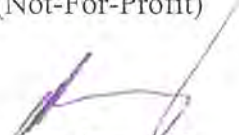
CONCLUSION

Based on our review, nothing has come to our attention that causes us to believe that:

- (a). The reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are not suitable;
- (b). The performance report does not present fairly, in all material respects,

- The financial position of Activate Feilding Trust as at 31 March 2020 and statement of financial performance and its cash flows for the year then ended; and
- The entity information and service performance for the year then ended.

In accordance with .PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit)


Pinny & Associates Ltd.
Assurance Practitioner.
Palmerston North
7.8.2020

Areas of Operation

New Zealand:	Manawatu - Wanganui
Asia	Indonesia
Oceania	Australia
Percentage spent overseas	3

Purpose & Structure

Purpose

At Activate Feilding Trust we are about God and people, people and God. Our desire is to activate community transformation. We have several areas of interest.

We provide a Christian Church where people can receive spiritual guidance, a place to worship, and a family to belong to. We believe that everyone should have a place where they can find love acceptance and belonging.

We have a range of groups meeting each week to meet the needs of a wide range of people and most age groups. We also have a few different community groups using our facilities to help benefit the Feilding community at large.

We have a meals ministry to the community delivering meals to families in the Feilding area who are going through a hard time, we have delivered approximately 600 meals in the last year.

We also support other local activities, eg. make donations to Salvation Army food bank, provide help when asked by local schools, provide PTS for children in poverty to name a few. We often have a new initiative

Entity Structure

The Trust is governed by Six trustees with one of them being the Chairperson. The trust has regular meetings discussing the finance reports, health and safety issues, the purpose and direction of the trust. The trust has an open policy on finance and holds an AGM each year.

Activities

Main Activity: Provides religious services / activities

Activities: Provides religious services / activities

Sectors

Main Sector: Religious activities

Sectors: Community development, Religious activities, Arts / culture / heritage, Promotion of volunteering

Beneficiaries

Main Beneficiary: Religious groups

Beneficiaries: Children / young people, Other charities, Older people, People with disabilities, General public, Family / whanau, Religious groups

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
01/04/2021	31/03/2021			AR007
11/08/2020	31/03/2020	237,335	235,015	AR006
04/09/2019	31/03/2019	207,799	211,937	AR005
26/09/2018	31/03/2018	187,711	194,162	AR004
28/11/2017	31/03/2017	178,373	213,637	AR003
19/09/2016	31/03/2016	199,886	211,071	AR002
27/09/2015	31/03/2015			AR001

Officer Details

Current Officers

Name	Officer Type	Position	Position Appointment Date
Andrew Wilkes	Individual	Trustee	22/02/2015
David Quin	Individual	Chairperson	22/02/2015
Sheridyn Rodgers	Individual	Trustee	22/02/2015

Past Officers

Name	Officer Type	Position	Last Date as an Officer
Jean-Marie Derouet	Individual	Trustee	31/03/2017
Cameron Lock	Individual	Trustee	01/10/2016

Rates Remission Application

Applicant details	
Valuation reference number(s)	14091 16640 14091 37700 13990 44610
Name of organisation	Anglican Parish of Oroua
Contact name	Vicki Gleave
Postal address	c/- 13 Camden Street
Phone	06 323 4026
Email	anglicans@oroua.org.nz
Website	www.oroua.org.nz
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC31568
What was the charity registration date?	30.06.2008
Please upload a copy of proof of charitable status	Tax exemption Certificate.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	We are a church worship centre within the Anglican tradition. We provide worship and christian ministries to those who wish this. We provide children and youth work and social services to the wider community of Feilding and districts. Our hall facilities are available to the wider community for use.
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	As a worship centre we provide ministries to those who wish / need this and provide children and youth work and social services.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	We are a christian based community of the Anglican faith who also provide social services to the wider community of Feilding and districts. We also provide a venue for many community organisations. Our venue is also wheelchair accessible.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Our venue is available to the wider community and is used regularly by other organisations. We welcome any new groups who wish to utilise our facilities.
Estimated number of active members, clients or participants	Approx 150 - 200 for all worship services plus members of groups listed below

Do other organisations use your facilities? If yes, please give details of these organisations	Rangitikei Indoor Bowls - weekly meetings St Brigids Indoor Bowls - weekly meetings St John Indoor Bowls - weekly meetings Davis Karate Club - twice weekly meetings Wednesday Night AA - weekly meetings Friendship Group - weekly meetings for elderly and disabled Agape International Ministries - five evenings per week
Please attach here a copy of your organisation's constitution	
Finance details	
Please attach here a copy of your most recent audited financial accounts	
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	2020 Financial Performance and Summary.pdf
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances	Yes

between the date of this application and the date of decision-making	
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

2020 Statement of Financial Performance (including 2021 budget)

Anglican Parish of the Oroua

For the year ended 31 December 2020

Account	2020 Actual	2020 Overall Budget	2021 Overall Budget	2019 Actual
Income				
Offertory				
Offertory (Direct credits)	89,530	52,000	110,000	63,296
Offertory (Envelopes)	25,281	42,000	25,000	44,433
Offertory (Plate)	10,518	15,500	10,000	16,360
Total Offertory	125,328	109,500	145,000	124,089
Wage Subsidy Received	1 16,786	0	0	0
Fundraising, Grants & Donations	2 20,393	39,000	25,500	154,960
Other Income	3 24,923	26,800	33,620	37,944
Mission	6,526	2,900	1,560	1,784
Women's Fellowship Catering Income	3,709	0	0	0
Total Income	197,666	178,200	205,680	318,777
Expenses				
Stipend & Related Items	57,542	54,700	55,340	100,570
Staff Wages & Related Items	4 34,657	36,100	36,100	21,058
Youth Ministry & Related Items	127	25,170	25,170	290
Education & Training	274	1,650	1,650	1,625
Events, Community Initiatives & Fundraisin	5 1,340	2,050	0	674
Mission	10,421	6,000	14,500	8,832
Worship Resources & Related Items	3,903	4,370	4,550	2,464
Repairs & Maintenance	6 86,016	17,900	17,700	68,920
Churches & Hall Outgoings	35,570	25,260	27,350	29,816
Communication & Administration	8,971	6,100	5,810	12,179
Womens fellowship expenses	1,035	0	0	6,926
Diocesan Budget Share	24,215	20,500	24,560	20,504
Total Expenses	264,072	199,800	212,730	273,856
Net Profit	(66,406)	(21,600)	(7,050)	44,921

INCOME

1. Wage subsidy received through the Diocese due to Covid-19
2. Donation of \$13,000.00 received from Rangitikei Parish.
3. Other Income - includes: weddings, funerals, hall hire, cemetery fees, share of driveway off West Street, insurance claim for shed fire (\$5600)

EXPENSES

4. Staff wages includes cleaner for hall and church
5. Easter egg hunt (2020) & float for Long Italian Lunch (2021)
6. R & M - \$66069 was for toilet renovations. Therefore ACTUAL for 2020 was \$19947

Summary:

Pretty rough year with Covid-19, and the shed being broken into and set fire to.

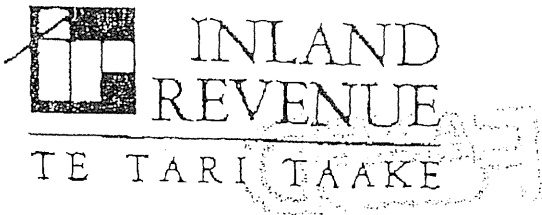
2020 - It looks as though we had quite a loss but if you remove the toilet renovations we tracked extremely well against our budget with a bottom figure of (337)

2019 - Looked good on paper with a +44921. But take into account the toilet renos and ACTUAL should have been (21148)

Youth worker - wages to be subsidised by the donation received from Rangitikei parish.

Painting St John's - donations received in to date (including Long Italian Lunch funds) \$6800.00

-Total cost of painting to be around \$50,000



12 211/92

Head Office
12-22 Hawkestone Street
PO Box 2198
Wellington NEW ZEALAND
Ph (04) 472 1032 Fax (04) 473 2817

Our Ref: HO 488
10.C.8.1.

16 September 1992

Mr Ed Duggan
Diocesan Accountant
Anglican Diocese of Wellington
O Box 12-046
WELLINGTON

Dear Mr Duggan

IR9 CLUB OR SOCIETY INCOME TAX RETURNS

I refer to your letter of 12 August 1992 and apologise for the delay in replying. You have requested confirmation that Anglican Churches and bodies are exempt from tax, and therefore not required to furnish returns of income.

I confirm that Anglican Churches and bodies are exempt from income tax. I also confirm that returns of income are not required to be furnished.

Should you wish to discuss this letter further, I can be contacted on extension 8213.

Yours faithfully

K. Cronin
K Cronin
Senior Technical Officer
TAXPAYER SERVICES

Ed.
Parishes are
being advised
by Dot Gault
D
12/9/92

Rates Remission Application

Applicant details	
Valuation reference number(s)	14071 339 00
Name of organisation	Community Playcentre
Contact name	Florence Mataki
Postal address	103b North street
Phone	0221750685
Email	florencemataki@gmail.com
Website	communityplaycentre
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC33318
What was the charity registration date?	30/06/2008
Please upload a copy of proof of charitable status	CC33318_CharitySummary.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	We provide a safe space for families to come with their tamariki and play together with other families in the community. We provide stimulating activities and resources to benefit children's learning, play, wellbeing and development. These include climbing, swinging, sandpit, playdough, carpentry, toys, role play, painting, music and many more. We also offer educational study for parents to help them learn more about children's development and play. We provide opportunities for parents to be a part of managing the centre through office holder positions and responsibilities.
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	Community members come together in unity to help each other with the social and emotional wellbeing of parents and tamariki. The activities encourage a wide range and use of body and mind to help with the wellbeing of children. Parents are supported in their roles and build their confidence in parenthood and also in the running of the centre. Parents volunteer their time and talents to help with running the centre.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	We encourage parents to take an active role in child's play and also in running the centre. This builds confidence and bonds with others in the community. It also encourages Parents as first and best teachers of their tamariki. As parents

	grow in confidence and gain the skills needed to help with children's social and emotional development, they will become better parents and teachers to not only their children but others as well. Children and parents form relationships with others in the wider community and enjoy wholesome activities together.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	We have been working on promoting the centre. We have set up a website, done 3 flyer drops and have been advertising on facebook and throughout the community. We encourage and invite all who are parents or caregivers of children 0-6 years to come along and check us out and play.
Estimated number of active members, clients or participants	We have 5 active families enrolled. 4 of those families have 2 children each enrolled
Do other organisations use your facilities? If yes, please give details of these organisations	Yes. One day a week our facilities have been used by a playgroup formed by Building Blocks Service providers. They have been using our facilities for over a year now. We have also been approached by a teacher from North St School with intentions of starting a before and after school programme and holiday programme at our centre. We have not confirmed the details of this at present
Please attach here a copy of your organisation's constitution	Te-Whanau-Tupu-Ngatahi-o-Aotearoa-Playcentre-Aotearoa-Constitution.pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	Community Playcentre - Cash Summary (1).pdf
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	

Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Cash Summary

Community Playcentre For the 12 months ended 30 April 2021 Excluding GST

Apr 2021

Income	
Fundraising Receipts - Centre Hireage (incl SPACE Hireage)	1,043
Grant - General	200
Interest Income	17
McCarthy Trust bi- annual grant 2017	500
Membership Fees via Work and Income NZ	177
MoE ECE Funding Subsidy	9,243
MoE Equity Funding - Isolation	131
MoE Equity Funding - Low Socioeconomic	122
MoE Equity Funding - Special Needs	251
MOE Targeted Funding	176
Other Receipts	21
Prepayments	74
Total Income	11,954
Less Operating Expenses	
Affiliation Levies on MoE Funding	4,621
Centre Activities - Christmas Party	209
Centre Activities - Family/Whaanau Fun Days	67
Centre Activities - Session / Trip Expenses	292
Centre Admin - Other Expenses	59
Centre Admin - Printing	62
Education/Training - First Aid Training Courses	147
Equipment - Collage supplies/materials	221
Equipment - Other supplies/resources	974
Housekeeping - Biscuits/Coffee/Milo/Tea/etc	755
Housekeeping - Cleaning products	141
Housekeeping - Other supplies	35
Property/Maintenance - General Repairs and Maintenance to the Building	162
Property/Maintenance - Other	745
Rent / Lease / MoE Occupancy Fee	10
Supervision - Wages for General Sessions	6,180
Utilities - Electricity / Gas	414
Utilities - Lawn mowing/Gardening expenses	459
Utilities - Rates (General/Water etc)	1,633
Utilities - Rubbish Collection	282
Total Operating Expenses	17,467
Operating Surplus (Deficit)	(5,513)
GST Movements	
GST Inputs	(2,111)
GST Outputs	1,935
Net GST Movements	(176)

Cash Summary

Apr 2021

Net Cash Movement	(5,690)
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Summary

Opening Balance	59,310
Plus Net Cash Movement	(5,690)
Closing Balance	53,620

KAUPAPA TURE / CONSTITUTION OF TE WH NAU TUPU NG TAHI O AOTEAROA – PLAYCENTRE AOTEAROA

1. TE INGOA / NAME

The New Zealand Playcentre Federation Inc., which is incorporated under the Charitable Trusts Act 1957 shall continue, and shall be called Te Wh nau Tupu Ng tahi o Aotearoa – Playcentre Aotearoa (“Playcentre Aotearoa”).

2. WH INGA / OBJECTS

- 2.1. The objects of Playcentre Aotearoa are charitable and will be the advancement of education within Aotearoa New Zealand and shall be to:
 - 2.1.1. promote and encourage the development of Playcentre activities throughout Aotearoa New Zealand;
 - 2.1.2. support learning through play;
 - 2.1.3. foster adult education and bicultural development;
 - 2.1.4. offer adult education and courses that enhance the understanding of the education and care of young children
 - 2.1.5. ensure adult participation and responsibility in the cooperative running of Playcentres;
 - 2.1.6. embody Te Tiriti o Waitangi based partnership within Playcentre Aotearoa;
 - 2.1.7. assist families to provide quality play experiences for all children in an inclusive environment which acknowledges and incorporates the dual heritage of Aotearoa New Zealand;
 - 2.1.8. organise the training, approval and employment of suitable persons to support play sessions;
 - 2.1.9. nurture sustainable services and practices at all levels of Playcentre Aotearoa;
 - 2.1.10. raise public awareness of Playcentres;
 - 2.1.11. assist and foster innovation and research in the fields of early childhood education, adult education and young children; and
 - 2.1.12. generally do each and every act necessary and proper to achieve the objects of Playcentre Aotearoa.
- 2.2. Notwithstanding anything expressed or implied in these rules, the activities of the organisation shall not be carried on for the personal pecuniary profit or benefit of any member or individual or associated person.
- 2.3. Playcentre Aotearoa shall have the powers of a natural person, including the power to:
 - 2.3.1. co-ordinate the activities of, and provide leadership and management services to Playcentres;
 - 2.3.2. arrange such meetings, discussions, courses and workshops as may be necessary for the furtherance of the objects of Playcentre Aotearoa;
 - 2.3.3. own shares, to invest;
 - 2.3.4. borrow and to guarantee the indebtedness of companies that are wholly or majority owned by Playcentre Aotearoa.
 - 2.3.5. enter into, manage and terminate contracts and agreements;
 - 2.3.6. employ, retain or engage people in paid employment or on contract or as agents;
 - 2.3.7. make, alter, rescind, enforce any rules, regulations, policies and procedures for the governance, management and operation of Playcentre Aotearoa, provided such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to the

- Charitable Trusts Act or any other law
- 2.3.8. produce, develop, create own licence or otherwise exploit, use and protect intellectual property;
- 2.3.9. raise, receive, hold and administer funds in the form of levies, donations, legacies and bequests, and funds arising from other sources, for the benefit of Playcentre Aotearoa;
- 2.3.10. acquire by purchase, lease or as otherwise necessary and convenient, real estate, buildings and rooms for the carrying out of Playcentre activities, and to hold, improve, lease, sell or otherwise dispose of same;
- 2.3.11. prepare and publish such pamphlets, books and resources as may be considered necessary;

3. WHAKAM TAU / PHILOSOPHY

- 3.1. Playcentre Aotearoa is a family organisation which:
 - 3.1.1. empowers adults and children to work, play, learn and grow together;
 - honours Te Tiriti o Waitangi and celebrates people's uniqueness;
 - values and affirms adults as the first and best educators for their children
 - so that wh nau are strengthened and communities enriched.
- 3.2. Playcentre Aotearoa acknowledges Te Tiriti o Waitangi as the founding document of Aotearoa New Zealand.
- 3.3. Within Playcentre Aotearoa, T ngata Whenua and T ngata Tiriti work in partnership and shall be given the same rights, privileges and responsibilities.
- 3.4. Principles of partnership and bicultural development require Playcentre Aotearoa to:
 - 3.4.1. organise its affairs within the cultural tikanga/protocols of T ngata Whenua and T ngata Tiriti;
 - 3.4.2. be diligent in identifying and keeping open all avenues leading to common ground;
 - 3.4.3. recognise, value and share each other's knowledge, wisdom and experience;
 - 3.4.4. promote inclusive practices; and
 - 3.4.5. foster equitable collaboration between T ngata Whenua and T ngata Tiriti.

4. WHAKAHAERENGA/ORGANISATION

- 4.1. Playcentre Aotearoa shall consist of:
 - 4.1.1. Playcentres: amalgamated into Playcentre Aotearoa and any such Centre that applies, meets requirements and is endorsed by the Trustee Board;
 - 4.1.2. R p M ori: as recognised by Te Whare Tikanga M ori;
 - 4.1.3. Associate Life Members: persons previously awarded life membership by Playcentre Associations;
 - 4.1.4. National Life Members: persons previously awarded life membership by New Zealand Playcentre Federation Inc., and persons on whom life membership is conferred in accordance with clause 4.2.
- 4.2. Playcentre Aotearoa may confer the rare and special honour of National Life Membership in recognition of a substantial contribution to Playcentre by:
 - 4.2.1. Te Whare Tikanga M ori or T ngata Tiriti House submitting a proposal for National Life Membership in writing to the Trustee Board at least sixteen (16) weeks before an Annual Meeting;
 - 4.2.2. forwarding copies of such a proposal, within two (2) weeks for consideration by Playcentres and R p M ori

- 4.2.3. agreement of 80% of Playcentres and 80% of R p M ori, by postal or electronic ballot, to award Life Membership; and
- 4.2.4. presenting National Life Membership at the Annual General Meeting.
- 4.3. Termination/ Resignation
 - 4.3.1. any Playcentre, R p M ori, Associate Life Member or National Life Member may voluntarily resign from Playcentre Aotearoa by giving notice in writing;
 - 4.3.2. the Trustee Board may revoke the membership of a Playcentre or R p M ori if it believes that it is in the best interests of Playcentre Aotearoa on the basis of (a) persistent failure to comply with the Kaupapa Ture/Constitution and/or policies and procedures of Playcentre Aotearoa or (b) actions that have damaged, or had the potential to damage, the reputation and/or/standing of Playcentre. The Trustee Board shall notify the relevant Playcentre or R p M ori in writing of the reasons for the proposed termination of membership and the Playcentre or R p M ori shall have a six (6) week period to respond. The Trustee Board shall consider any response and make a final decision whether to terminate the membership of the Playcentre or R p M ori, or not.
- 4.4. In the event of the resignation of, or termination of membership of a Playcentre or R p M ori, the Trustee Board shall decide how to apply the assets of the Playcentre or R p M ori. The individuals involved in that Playcentre or R p M ori shall have no right to use the name "Playcentre" and shall have no claims on the assets of Playcentre Aotearoa.

5. WHARE T KARO / PLAYCENTRES

- 5.1. A centre providing opportunities for children and adults to learn and grow together, may join Playcentre Aotearoa and use the name Playcentre, when it:
 - 5.1.1. upholds the philosophy of Playcentre Aotearoa;
 - 5.1.2. abides by the Kaupapa Ture/Constitution, policies and procedures of Playcentre Aotearoa;
 - 5.1.3. is organised, equipped and managed on a cooperative basis by the wh nau/adults of the tamariki/children attending that centre, and supervised at least in part by the wh nau/adults of those tamariki/children;
 - 5.1.4. applies the principle of partnership inherent in Te Tiriti o Waitangi;
 - 5.1.5. provides a safe and stimulating learning environment which acknowledges and incorporates the dual heritage of Aotearoa New Zealand;
 - 5.1.6. enrolls children from birth to six (6) years old, providing that children under the age of two and a half (2½) are accompanied by an adult;
 - 5.1.7. provides at least one (1), and not more than five (5), half-day sessions per week for any one child; a child may attend only one (1) session a day;
 - 5.1.8. provides play in groups not exceeding thirty (30) tamariki/children.
 - 5.1.9. works under an approved supervision plan and maintains a ratio of at least one (1) adult for every five (5) children on session; and
 - 5.1.10. participates in Playcentre Aotearoa adult education programmes
- 5.2. Parents/wh nau and caregivers of children enrolled in a Playcentre are centre members
 - 5.2.1. Playcentres may nominate life members of their centre in accordance with their own policies and procedures, and if ratified such life members will be centre members even though they may not have children enrolled in that Playcentre.
 - 5.2.2. All members and anyone engaged in paid or voluntary work on behalf of the centre must abide by the Kaupapa Ture/Constitution, and the policies and procedures of Playcentre Aotearoa.
- 5.3. Persons shall cease to be members by
 - 5.3.1. voluntary resignation
 - 5.3.2. their child ceasing to attend sessions at the Playcentre
 - 5.3.3. a decision of the centre committee, after due process, to revoke membership on the grounds of misconduct, persistent disruption to the operation of Playcentre or failure to comply with the policies of the Playcentre

- 5.4. Each Playcentre shall be responsible for:
- 5.4.1. nurturing and empowering a community of learners within the context of Playcentre Aotearoa philosophy; conducting play sessions for groups of children and participating in workshops, courses and discussions for adults;
 - 5.4.2. co-operatively managing the Playcentre in accordance with the policies and procedures of that Playcentre and of Playcentre Aotearoa; developing an annual centre management plan and budget, determining fees and undertaking fundraising as required to avoid operating at a deficit; keeping accurate financial records;
 - 5.4.3. being an active member of Playcentre Aotearoa by :
 - i. maintaining good communication and contributing to the development of national policies and programmes with Playcentre Aotearoa;
 - ii. receiving guidance and support from Playcentre Aotearoa management;
 - iii. paying such levies as may be set by the Annual Meeting of Playcentre Aotearoa;
 - iv. keeping such records as may be required for the effective management/operation of the Playcentre;
 - v. being innovative, creative and responsive to the needs of its community.
- 5.5. Recess / Closure of Playcentres:
- 5.5.1. any Playcentre may choose to go into recess by following the recess procedure determined by the Trustee Board and ratified at a General Meeting;
 - 5.5.2. in the event of a Playcentre going into recess, Playcentre Aotearoa shall hold all assets of the Playcentre in trust for an agreed period of up to two (2) years; if during the recess period there is community interest/support in reforming the Playcentre, and the Trustee Board grants approval for reformation, the assets held in trust shall be handed over to the new group;
 - 5.5.3. if after the agreed recess period no group has expressed a desire to reform, the Playcentre will be deemed closed and Playcentre Aotearoa shall retain the assets unless a formal commitment to return some or all assets to its community exists.
- 5.6 Representatives to General Meetings (and including T ngata Tiriti House and Te Whare Tikanga M ori) will be determined by an election process according to each house's protocols that have regard to geographical and other representational principles

6. NG TAKIW / REGIONS

Playcentre Aotearoa will be organised regionally to provide support to centres.

7. TE WHARE TIKANGA M ORI

- 7.1. A group of representatives who are T ngata Whenua and members of R p M ori, known as Te Whare Tikanga M ori, is a governance body in Playcentre Aotearoa.
- 7.2. Te Whare Tikanga M ori has identified that ng m t pono of Rangatiratanga, Mana, Whanaungatanga and Wairuatanga underpin Playcentre philosophy and ng w riu of Aroha, Kaitiakitanga, Manaakitanga, Te reo, Pono, Tika and Maramatanga guide actions and behaviours.
- 7.3. Hui tau M ori shall be held at least once a year.
- 7.4. Kuia/Kaum tua, M ori Wh nau from Playcentres, officers/representatives from R p and M ori Field Workers (or similar position holders) shall be entitled to attend and speak at such hui/meetings.
- 7.5. Te Whare Tikanga M ori may from time to time develop such rules and policies for the operation of Te Whare Tikanga M ori and R p M ori, provided that such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to any other law.
- 7.6. Te Whare Tikanga M ori shall be responsible for -

- 7.6.1. supporting and guiding the establishment of R p M ori within Playcentre Aotearoa;
- 7.6.2. maintenance of tino rangatiratanga o te iwi M ori in Playcentre Aotearoa;
- 7.6.3. supporting the development of appropriate bicultural practices;
- 7.6.4. encouraging the use of te reo me tikanga M ori in Playcentre;
- 7.6.5. selection of a minimum of three (3) members up to a maximum of five (5) members of the Trustee Board and such other Officers as may be deemed necessary;
- 7.6.6. making proposals or recommendations on behalf of M ori members;
- 7.6.7. working in partnership with T ngata Tiriti House.

8. T NGATA TIRITI HOUSE

- 8.1. A group of representatives who are T ngata Tiriti and centre members, or their nominated representatives, known as T ngata Tiriti House, is a governance body in Playcentre Aotearoa.
- 8.2. T ngata Tiriti House has identified that the principles of a family environment, a co-operative movement which fosters emergent leadership, community based, and valuing play as meaningful learning underpin Playcentre philosophy and the values that guide actions and behaviours include Generosity of Spirit, Respect, Endeavour, Compassion, Integrity and Cooperation.
- 8.3. T ngata Tiriti will communicate and consult with members between General Meetings.
- 8.4. T ngata Tiriti House may from time to time develop such rules and policies for the operation of its house, provided that such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to any other law.
- 8.5. T ngata Tiriti House shall be responsible for:
 - 8.5.1. supporting and facilitating the development of remits, policy reviews and other participation in national issues
 - 8.5.2. celebrating and reflecting the diversity of culture within T ngata Tiriti House
 - 8.5.3. supporting the development of appropriate bicultural practices;
 - 8.5.4. encouraging the use of te reo me tikanga M ori in Playcentre Aotearoa;
 - 8.5.5. selecting of a minimum of three (3) members up to a maximum of five (5) members of the Trustee Board and other Officers as may be deemed necessary
 - 8.5.6. making proposals or recommendations on behalf of T ngata Tiriti members
 - 8.5.7. working in partnership with Te Whare Tikanga M ori

9. POARI WHAKAHAERE / TRUSTEE BOARD

- 9.1. The Trustee Board shall consist of a minimum of six (6) and a maximum of ten (10) Trustees, maintaining/ensuring both houses have equal representation, including:
 - 9.1.1. the Co-Presidents endorsed pursuant to clauses 10.11.7.
 - 9.1.2. the Trustees endorsed pursuant to clauses 10.11.8 and 10.11.9 and
 - 9.1.3. such persons that may be co-opted pursuant to clause 9.8
- 9.2. The Trustee Board shall meet at least six (6) times per year.
- 9.3. The Trustees shall determine which other persons may attend and speak at Trustee Board meetings.
- 9.4. Subject to the direction of General Meetings of Playcentre Aotearoa, the responsibilities of the Trustee Board shall include:
 - 9.4.1. being guardians of the philosophy of Playcentre Aotearoa, always acting in the best interests of Playcentre Aotearoa and of Centre members and their children/tamariki;
 - 9.4.2. leading the development of the strategic direction and operational strategies of the

- organisation for approval at a General Meeting; ensuring the direction is relevant, achievable and responsive to needs;
 - 9.4.3. providing leadership and direction to Playcentres, inspiring a shared vision, building commitment and trust;
 - 9.4.4. maintaining oversight of the operations and the adult education programme of Playcentre Aotearoa;
 - 9.4.5. policy consultation within Playcentre Aotearoa;
 - 9.4.6. ensuring that the Budget and Annual Plan is prepared for approval at the General Meeting;
 - 9.4.7. advocating for Playcentre Aotearoa on matters concerning families and Early Childhood Education;
 - 9.4.8. fostering collaboration, modelling partnership, innovation, shared decision making and accountability;
 - 9.4.9. performing the fiduciary and legal responsibilities of governance, ensuring sound internal control and management of risk;
 - 9.4.10. providing wise stewardship of Playcentre Aotearoa assets and resources; and
 - 9.4.11. setting standards for, and evaluating performance.
- 9.5. The Trustees may delegate any of their responsibilities to a committee or to a person. Such a committee or person will be bound by the objects of Playcentre Aotearoa and any terms or conditions of the delegation set by the Trustee Board. The Trustee Board may revoke such delegation at will.
 - 9.6. The Trustee Board may regulate their own procedures; this may include holding meetings by communication technology and recording decisions by written resolution or circulated electronically without the need for a kanohi ki te kanohi / face to face meeting.
 - 9.7. Consensus decision making shall be the primary method for reaching an acceptable outcome, but where consensus does not produce a decision each Trustee shall be entitled to one (1) vote.
 - 9.8. The Trustee Board shall have power to co-opt up to two (2) non-voting members for specific tasks; the Trustee Board shall use its best endeavours to identify persons who have the skills, qualifications and experience required and follow due process to co-opt an appropriate person for a specific term; members shall be informed of any such co-option.
 - 9.9. The Trustee Board may act notwithstanding any vacancy which may occur.
 - 9.10. The quorum for Trustee Board meetings shall be four (4) Trustees and must include representation from each house.
 - 9.11. Notices of the date, time and place of the Trustee Board meetings and the business to be transacted there at shall be forwarded to Trustees at least one (1) week before such a meeting.
 - 9.12. Trustees are expected to declare a conflict of interest relative to any matter in which they, or an associated third party, may have a pecuniary interest. Such Trustees shall not participate in decision making relating to, nor materially influence, any contract or arrangement in which they may be so interested.
 - 9.13. The decision of the Trustee Board on the interpretation or application of the Kaupapa Ture/Constitution shall be binding and conclusive on all members until revoked at a General Meeting.

10. NG HUI / MEETINGS

- 10.1. The General Meetings are the Annual General Meeting and any Special General Meetings.
- 10.2. Delegates appointed by T ngata Tiriti and T ngata Whenua under clause 5.6 and Officers, National Life Members and invited guests shall be entitled to attend and speak at meetings of Playcentre Aotearoa.
- 10.3. General Meetings of Playcentre Aotearoa shall be facilitated by a person(s) appointed by the Trustee Board.

- 10.4. A General Meeting may be held in person or via communication technology;
- 10.4.1. at one venue or
 - 10.4.2. as a series of Meetings where each meeting receives the same information and considers the same agenda, and at least two officers are present, and each such series of Meetings shall constitute one General Meeting
- 10.5. Representatives to General Meetings will be determined by an election process according to each house's protocols with regard to geographical and other representational principles.
- 10.6. The maximum number of delegates in each house shall be equivalent to 1 for every 20 centres of Playcentre Aotearoa or part thereof.
- 10.7. Each house shall set its own quorum for General Meetings.
- 10.8. The quorum for General Meetings shall be met when the quorum for both houses are met.
- 10.9. Notices of the date, time and place of General Meetings and the nature of the business to be conducted shall be forwarded to delegates and to each Playcentre and R p M ori at least eight (8) weeks before the General Meeting. It shall be the duty of each Playcentre and R p M ori to ensure that wh nau/adults receive notice of any General Meeting.
- 10.10. Annual General Meetings shall:**
- 10.10.1. be held within three months of the end of financial year;
 - 10.10.2. receive the Annual Report;
 - 10.10.3. consider the audited Financial Statements;
 - 10.10.4. consider the strategic direction of Playcentre Aotearoa by confirming key outcomes, goals and priorities;
 - 10.10.5. consider the policies developed by the Trustee Board;
 - 10.10.6. consider the budget and determine the levy to be paid by Playcentres;
 - 10.10.7. endorse the Co-Presidents selected by each House;
 - 10.10.8. endorse up to four (4) Trustees selected by Te Whare Tikanga M ori;
 - 10.10.9. endorse up to four (4) Trustees selected by T ngata Tiriti House;
 - 10.10.10. appoint an Auditor, and an Honorary Legal Advisor;
 - 10.10.11. consider any remits that have met the requirements of clause 11.6.;
 - 10.10.12. confer National Life Membership as appropriate.
 - 10.10.13. consider any other business properly the subject of discussion.
- 10.11. Ng Hui Ohorere / Special General Meetings:**
- 10.11.1. may be called either on the direction of the Trustees or at the request of at least 10% of Playcentres or R p M ori;
 - 10.11.2. requires the giving of at least four (4) weeks' notice of such a meeting stating the intended purpose, to all Playcentres and R p M ori;
 - 10.11.3. shall only consider that business for which it was specifically called.

11. WHAKATAKOTORANGA WHAKAARO / DECISION MAKING

- 11.1. Decisions will be made by T ngata Tiriti and Te Whare Tikanga M ori, in partnership. Each house shall determine their own structure and processes.
- 11.2. Consensus shall be the primary method for reaching an acceptable outcome for any proposal, with the exception of the election of Officers, alterations to the Kaupapa Ture/Constitution and conferring Life Membership.

- 11.3. Co-operative development of decisions shall ensure that outcomes are centre driven and reflect partnership and open participation.
- 11.4. Where Playcentre Aotearoa cannot reach a decision, in the time available, the status quo shall remain and the following options shall be considered:
- 11.4.1. suspend deliberation pending further information/research;
 - 11.4.2. delegate the decision to the Trustee Board;
 - 11.4.3. agree to use the formal voting process detailed in clause 11.5.
- 11.5. **Formal voting within Playcentre Aotearoa shall be as follows:**
- 11.5.1. postal or electronic ballot with each Playcentre, R p M ori entitled to 1 vote each;
 - 11.5.2. the National Office shall forward copies of the relevant question/motion, within two (2) weeks of the meeting for consideration by Playcentres, R p M ori;
 - 11.5.3. a valid vote requires the participation of at least 60% of Playcentres and 60% of R p M ori;
 - 11.5.4. the question/motion shall be agreed if, of those participating in the vote, 70% of Playcentres and 70% of R p M ori are in favour .
 - 11.5.5. a recount may be called at the request of at least 10% of Playcentres, or at least 10% of R p M ori, provided that such a request is received at the National Office within 6 weeks of the announcement of the result;
- 11.6. **Ng R miti / Remits**
- 11.6.1. Remits determining the policies and direction of the organisation may be proposed by Playcentres, R p M ori, the Trustee Board or by either House.
 - 11.6.2. All remits for consideration by the General Meeting shall be in the form of a resolution, and must be accompanied by a brief summary of arguments in support.
 - 11.6.3. Remits must reach the National Office at least twelve (12) weeks before the General Meeting and shall be forwarded to the Trustee Board prior to distributing to all delegates, Playcentres and R p M ori at least eight (8) weeks before such meeting.
- 11.7. **K whiringa P ti O Ng piha / Election of Officers**
- 11.7.1. Te Whare Tikanga M ori and T ngata Tiriti House shall each determine their processes for selecting their representatives;
 - 11.7.2. Persons with Playcentre experience, provided they are not disqualified by law from holding office, and providing they are not employed or contracted to the organisation or any subsidiary group for more than 520 hours per year shall be eligible for selection
 - 11.7.3. All selected persons/individuals, shall serve a term of two (2) years with half of the Trustee Board retiring every year, ensuring both houses are equally represented at all times. Selected persons/individuals shall be eligible for re-election provided that a maximum term of four (4) years in any one position is not exceeded.
 - 11.7.4. The Co-Presidents shall retire at the completion of their two (2) year term but shall be eligible for re-election provided that the maximum term of four (4) years for any Co-President is not exceeded.-
 - 11.7.5. If any Trustee Board position remains unfilled at the General Meeting the Trustees shall consult with the house from which the vacancy arises before appointing a suitable person to fill such a vacancy.

12. WHAKARITE P TEA / FINANCES

- 12.1. All monies received on behalf of Playcentre Aotearoa shall be paid into its bank account and an income, benefit or advantage shall be applied to the objects of Playcentre Aotearoa.
- 12.2. Assets, including land and buildings, shall at all times be vested in a Playcentre or Playcentre

Aotearoa; in the event of a Playcentre being wound up, closed or disaffiliated, any assets shall revert to the national body in the absence of any agreement to the contrary.

- 12.3. Officers shall be entitled to receive such honorarium as determined by the General Meeting and to be reimbursed for any reasonable actual expenses incurred by them on behalf of Playcentre Aotearoa.
- 12.4. No Officer, or any person associated with an Officer, shall participate in or materially influence any decision made in respect of any payment to, or on behalf of, that member or associated person of any income, benefit or advantage whatsoever.
- 12.5. Playcentre Aotearoa may hold funds on trust for charitable purposes as Designated Trust Funds.
- 12.6. Any surplus funds not required for immediate use by Playcentre Aotearoa may be invested in such investments as are authorised under the statement of investment policies and objects (SIPO) developed by the Trustee Board.

13. INIHUATIA / INDEMNITY

- 13.1. No Officer shall be liable for the acts or defaults of any other Officer or any loss occasioned thereby, unless occasioned by their wilful default or their wilful acquiescence.
- 13.2. Officers shall be indemnified by Playcentre Aotearoa for all liabilities and costs incurred by them in the proper performance of their functions and duties, other than as a result of their wilful default.
- 13.3. All assets of the Playcentre Aotearoa are to be fully covered by insurance.

14. TE WHAKAREREK TANGA TURE / ALTERATION OF THE CONSTITUTION AND RULES

- 14.1. The Kaupapa Ture/Constitution may only be altered by agreement of at least 80% of Playcentres, and at least 80% of R p M ori.
- 14.2. Proposed alterations to the Kaupapa Ture/Constitution shall follow the same process as in clause 11.6.
- 14.3. Once a constitutional remit has been formally accepted for discussion it may not be amended.
- 14.4. No alterations to the Kaupapa Ture/Constitution shall be made that have the effect of altering the charitable status or purpose of Playcentre Aotearoa. The provisions and effect of this sub clause shall not be removed from this document and shall be included and implied into any document replacing this document.
- 14.5. Officers may develop rules and policies for the management of the organisation or other matters which Officers think fit, provided that such rules and policies are not inconsistent with the Kaupapa Ture/Constitution, nor contrary to the Charitable Trusts Act or any other law.
- 14.6. The rules and policies may be repealed, altered or added at a General Meeting of Playcentre Aotearoa.

15. TOREMI / LIQUIDATION

- 15.1. Playcentre Aotearoa may be wound up if, a resolution to this effect is passed in the following manner:
 - 15.1.1. carried by at least 80% of Playcentres, and at least 80% of R p M ori entitled to vote; and
 - 15.1.2. confirmed by at least 80% of Playcentres, and at least 80% of R p M ori by a subsequent resolution voted on at least four (4) weeks later, and not later than six (6) weeks after the first vote.

- 15.1.3. for the avoidance of doubt, these resolutions will be voted on electronically or by postal vote and not at a meeting. These resolutions are deemed to be made at a Special General Meeting
- 15.2. The High Court may order Playcentre Aotearoa to be put into liquidation, under Section 25 (1) of the Charitable Trusts Act 1957.
- 15.3. If there remains after the payment of all costs, debts and liabilities any assets whatsoever, the same shall be given or transferred to a charity or charities within New Zealand whose objects are similar to the objects of Playcentre Aotearoa.
- 15.4. Disposal of assets shall be determined at a General Meeting at or before the time of dissolution; or in default by the High Court of New Zealand.
- 15.5. No property may be paid to or distributed amongst members of Playcentre Aotearoa.

16. TE TOHU NG TAHI / COMMON SEAL

- 16.1. The Common Seal of Playcentre Aotearoa (if any) will be kept in the custody and control of the National Administrator, or such other Officer appointed by the Trustee Board.
- 16.2. When required, the Common Seal will be affixed to any document following a resolution of the Trustee Board and will be signed by the Co-Presidents, or a Co-President and one other Trustee appointed by the Trustee Board to do so.

17. NGARO NG MEA / MATTERS NOT PROVIDED FOR

In the event of any matter not provided for, or not fully provided for, by the Kaupapa Ture/Constitution, that needs to be decided, the matter may be dealt with and decided by the Trustees and ratified at a meeting of Playcentre Aotearoa .

18. KOREWHAKARONGO / NON COMPLIANCE

In the event of non-compliance with the Kaupapa Ture/Constitution due to circumstances beyond the control of the Officers, a special meeting of Playcentre Aotearoa shall be called to determine the course of action to be taken.

19. WHAKAM RAMATANGA / DEFINITIONS

- 19.1. In this Kaupapa Ture/Constitution:

Designated Trust Fund means any fund held for charitable purposes set out in Schedule One

General Meeting means an Annual Meeting or a Special General Meeting.

Officer means:

- (a) a member of the Trustee Board;
- (b) any other selected officer as agreed by the Annual General meeting

R p M ori means any group accepted and acknowledged as such by Te Whare Tikanga M ori in accordance with its tikanga/rules and policies and kawa/protocols.

T ngata Whenua means people of the land, Iwi/M ori.

Te Whare Tikanga M ori means a forum for T ngata Whenua.

T ngata Tiriti means people of all other cultures in Aotearoa New Zealand, excluding T ngata Whenua.

T ngata Tiriti House means a forum for Tangata Tiriti.

Trustee Board means a forum for the Trustees constituted under clauses in section 9

- 19.2 In this Kaupapa Ture/Constitution, a reference to:

- 19.2.1. one gender includes the other gender;
- 19.2.2. the singular includes the plural and vice versa;
- 19.2.3. legislation includes amendments to and re-enactments of the legislation.

19.3 The M ori language used in this Kaupapa Ture/Constitution is sourced from the M ori Language Commission.

SCHEDULE ONE: DESIGNATED TRUST FUNDS

Playcentre Aotearoa may hold funds as the Gwen Somerset Trust Fund on the following terms:

SOMERSET TRUST

1. THIS TRUST DEED is made the day of 1972 by THE NEW ZEALAND PLAYCENTRE FEDERATION INCORPORATED (hereinafter termed "the federation") a body duly Incorporated under the provisions of the Charitable Trusts Act 1957:
2. WHEREAS Mrs. G.L. Somerset of Wellington a sometime officer of the federation has paid the federation the sum of \$2,000.00 to be held upon the trusts hereinafter declared:
3. NOW the federation HEREBY DECLARES that it holds the said sum of \$2,000.00 and such other monies as may be paid to it for such purposes and such of its own funds as it may apply to such purposes (the amount so held by the federation from time to time being hereinafter termed "the trust fund") upon the following trusts namely:
 - 3.1 The trust fund shall be known as "the Gwen Somerset Trust".
 - 3.2 The federation shall invest the trust fund in any manner authorised by law for the investment of trust funds.
 - 3.3 The federation shall either accumulate the income to arise from such investment and hold such accumulations as accretion to capital or shall apply so much of such income as it may from time to time think fit:
 - 3.3.1 in making payments to enable or assist to travel beyond New Zealand persons who in the opinion of the federation have such qualifications in preschool education that their visiting preschool organisations abroad would be beneficial to those organisations or to the federation and its constituent associations;
 - 3.3.2 (to the extent that in the opinion of the federation the object set out in the previous subclause may from time to time be impractical) in making payments to promote the general charitable purposes of the federation and its constituent associations.
 - 3.4 The federation may from time to time apply such part or parts as it thinks fit of the capital of the trust fund towards the objects set forth in the previous clause.
 - 3.5 The federation may by resolution of its national executive delegate all or any of its powers in relation to the trust fund to a committee whose constitution and term of office shall be defined by such resolution and on such terms as to consultation with and report to the federation and its constituent associations as may be defined by such resolution but such committee shall have power to apply the capital of the trust fund towards the objects of the trust only to the extent that it is specifically so authorised by resolution of the national executive of the federation.
- 4 IN WITNESS WHEREOF these presents have been executed the day and year first above written
- 5 THE COMMON SEAL of THE NEW ZEALAND PLAYCENTRE)
 FEDERATION INCORPORATED was hereunto)
 affixed in the present of:)

SOMERSET TRUST STATEMENT

The Gwen Somerset Trust was set up in 1972 following a gift by Gwen to the Federation of the sum of \$2,000.00 for that purpose. Under the Deed, the trustee is the Federation. Clause 3.5 of the Deed recognises that it may be sensible for Federation as trustee to delegate its powers and at the 1977 Conference an advisory committee consisting of Gwen Somerset, the Federation Treasurer, the Convenor of the Federation Education Subcommittee and one other person to be elected at every other Conference, was set up. The advisory committee make recommendations on the proposals submitted to it, in writing to half yearly National Executive meetings for its decision.

The Federation is required to invest the trust funds in the manner authorised by law. the Federation Solicitor has advised that where the funds of the trust are so great that the limited range of trustee investments is inappropriate (say \$30,000.00), then this would be a suitable reason for establishing a new trust with a new deed.

Clause 3.4 of the Deed has the effect that capital as well as interest may be applied to the objects of the trust. However there needs to be a clear distinction between capital and interest. the capital of the trust to date consists of the original donation from Gwen Somerset, a further donation from Gwen of \$2,000~00, donations of royalties from both Gwen and Beverley Morris, and donations from Associations. Associations may however make donations to "interest" and this enables the money to be paid in grants rather than invested.

The objects of the trust are set out in Clause 3.3. Two points should be noted. In Clause 3.3.1, the person travelling does not have to be a Playcentre person and the purpose of the travel may be to either benefit an overseas organisation of the New Zealand Playcentre movement.

Because it is difficult to vary deeds of this sort, when the Deed was drawn up, care was taken to avoid a situation where money might be tied up for narrow purposes which might prove inappropriate in the future. Clause 3.3.2 means that the money may be used for any of the purposes of the Federation or the Associations. The only inhibition here is a political one in that if people have given money for travel, the may be concerned it is used for other purposes.

As agreed at the National Executive meeting in November 1979 there are the following levels of funding:

1. Where Federation asks people to undertake something they should be fully funded by the Trust.
2. Where Associations ask people to undertake something that was not part of their planned trip this will have a second priority with a lesser level of funding.
3. Where applications are made to assist with expenses as part of a private trip, where the extra experience gained would be valuable to Playcentre, this funding will be at a lower level.



Charity Summary

Registration Number:	CC33318
Registration Date:	30/06/2008
Charity Name:	Northend Playcentre

Charity Details

Trading Name Community Playcentre

Registration Details

Registration Status:	Registered
Balance Date:	August 31
IRD Number:	Restricted
NZBN Number:	N/A

Address for Service:

Charity's Postal Address: 42 North Street
Feilding 4702

Charity's Street Address: 42 North Street
Feilding 4702

Charity's other details

Phone:	0274141418
Fax:	
Email:	community@playcentre.org.nz
Website:	
Facebook:	
Twitter:	
Social Network Name:	

Areas of Operation

New Zealand:	Manawatu - Wanganui
Percentage spent overseas	0

Purpose & Structure

Purpose

Community Playcentre is a family/whanau led, licensed early childhood centre. We are a co-operative community based centre, in a small rural area, where play and learning are valued for children and their whanau.

Entity Structure

Community Playcentre is managed and governed by the parents of the children who attend the centre. Every parent/whanau of enrolled children is a member of the committee and decisions are made via consensus. Officers are elected from amongst the committee.

Activities

Main Activity:	Other (please state)
Activities:	Provides services, Other: Provide Early Childhood Services

Sectors

Main Sector:	Other (please state)
Sectors:	Education / training / research, Other: Early Childhood

Beneficiaries

Main Beneficiary:	Children / young people
Beneficiaries:	Children / young people, Family / whanau, Other: Adults / Caregivers

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
01/09/2020	31/08/2020			AR012
01/09/2019	31/08/2019			AR011
01/09/2018	31/08/2018			AR010
18/06/2018	31/08/2017	34,722	34,029	AR009
26/08/2017	31/08/2016	53,743	48,585	AR008
01/09/2016	31/08/2015	72,314	87,954	AR007
23/02/2015	31/08/2014	110,339	93,097	AR006
26/03/2014	31/08/2013	103,962	100,502	AR005
25/02/2013	31/08/2012	90,458	99,478	AR004
10/04/2012	31/08/2011	95,840	89,958	AR003
15/05/2011	31/08/2010	25,692	18,656	AR002
09/01/2018	31/08/2009			

Officer Details

Current Officers

Name	Officer Type	Position	Position Appointment Date
Carol Storrier	Individual	Treasurer	31/10/2016
Kirsty Rowe	Individual	Co-President	31/10/2016
Marissa Cowley	Individual	parent education officer	31/10/2016

Past Officers

Name	Officer Type	Position	Last Date as an Officer
Meredith Turner	Individual	President	31/10/2016
Page Hopcroft	Individual	Information	31/10/2016
Tiffany Nowakowsley	Individual	Health & Safety	31/10/2016
Kylie Marshall	Individual	Treasurer	31/10/2015
Maria Gabbott	Individual	Information Officer	31/10/2015
Melaine Boerboom	Individual	Parent Education Officer	31/10/2015
Laura Kennedy	Individual	President	31/10/2011
Lisa Chamberlain	Individual	Parent Education Officer	31/10/2011
Olivia Nicols	Individual	Secretary	31/10/2011
Jeanette Ranginui	Individual	Information Officer	31/10/2010
Kerrie Hardgrave	Individual	Secretary	31/10/2010
Lucy Poll De Hondres	Individual	Treasurer	31/10/2010
Rochelle Lancaster	Individual	President	31/10/2010
Nola Fox	Individual	Treasurer	30/09/2012
Tamar Halbert	Individual	CDPA Representative	30/09/2012

Rates Remission Application

Applicant details	
Valuation reference number(s)	1408 057 00 A
Name of organisation	Eden Kindergarten Trust Board
Contact name	Barb Funnell
Postal address	114 Derby Street Feilding
Phone	06 323 8057 021 182 3339
Email	edenkindy@callplus.net.nz
Website	www.edenkindy.co.nz
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC33756
What was the charity registration date?	30th June 2008
Please upload a copy of proof of charitable status	Charities Rego..pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	<p>Eden Christian Kindergarten 's vision is to provide outstanding early childhood education and related family and community support, in a loving christian environment that cares for and empowers the children and families of Feilding and our surrounding rural community.</p> <p>At Eden we aim to help young children and their families grow a strong foundation for life. We provide experiences that develop strong, capable , resourceful learners, ignite children's passions, and inspire a lifelong love of learning. We want our children and their whanau to fell loved , cared for and valued for who they are, and be confident in contributing within our learning community. We empower children to have a strong sense of their own identity and culture, explore their capabilities and potential, and appreciate that we are all unique and precious to God.</p>
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	<p>Our organisation provides a point of connection for many local families, engaging them in building relationships and participating in our vibrant community. This aligns with your Community Outcome of " Customer focused and an efficient organisation." Both our organisations want to attract new people who put down roots and contribute to the local</p>

	community. At present we are attracting many ESOL children as their parents / caregivers want their child / children to be exposed to our values and the excellent teaching practices that occur at Eden. Just like you we want to 'make our community and our work environment a better place.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	Our Service and curriculum programme are constantly reviewed and improved upon. We are always looking to the interests of our children and adapting our programme to suit developing these. We are always on the look out for ways we can support our parents / caregivers from the offering of cups of tea or coffee to picking up or taking home children whose parents cannot do this, to providing ANZAC biscuits to the pensioner flats adjacent to our kindy to providing a High Tea for our mums and grannies to celebrate Mother's Day.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Our Services is available to all families in the Manawatu district. While we are a Christian - based service , families do not have to share our faith for their child/ children to be enrolled. We welcome whanau from all walks of life. Our open door policy encourages families to engage with all aspects of centre life. This includes parental presentation on our Trust Board, coming into the centre to share their expertise with the children, joining in with family fun nights, being parental support on excursions, to giving feedback and contributing to their child's planning and supporting fund raising activities such as our Duck Race. We also run a weekly playgroup where mums and dads can bring their children from birth to 5 years of age for fun, support and interaction with others.
Estimated number of active members, clients or participants	150 families , children and staff
Do other organisations use your facilities? If yes, please give details of these organisations	Life Point Church uses our buildings every Sunday morning for a venue to hold their Sunday School programme in.
Please attach here a copy of your organisation's constitution	Trust Deed and Variance.pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	2020 Audited Statement.pdf

If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	Lease Agreement.pdf
Supporting information	
Is there any other information you would like to share that would support your application?	All the staff at Eden Christian Kindergarten work very hard to give excellent service to all the children and families who are part of our community.
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be	Yes

released to the media or appear in Council documentation	
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

**EDEN CHRISTIAN KINDERGARTEN TRUST
PERFORMANCE REPORT
For the Year Ended 31 March 2020**

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Non-Financial Information

- Entity Information
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Financial Information

- Statement of Financial Performance
- Statement of Financial Position
- Statement of Movements in Accumulated Funds
- Statement of Cash Flows
- Statement of Accounting Policies
- Notes to the Performance Report

Auditors Report



EDEN CHRISTIAN KINDERGARTEN TRUST
ENTITY INFORMATION
For the Year Ended 31 March 2020

Legal Name of Entity: Eden Christian Kindergarten Trust
Other Name of Entity: Eden Christian Kindergarten
Type of Entity and Legal Basis: Registered Charitable Trust
Registration Number: CC33756

Entities Purpose or Mission:

Our Vision

Eden Christian Kindergarten will be recognised as a leading provider of effective, responsive early childhood education and care and related family support services.

Our Mission – “Growing a Strong Foundation for Life”

Eden Christian Kindergarten aims to provide outstanding early childhood education and related family and community services, in a loving Christian environment that cares for and empowers the children and families of Feilding and our surrounding rural community.

Our Philosophy

Eden Christian Kindergarten is underpinned by our belief in the Bible and our love of God, Te Tiriti O Waitangi and Te-Whariki, (our early childhood curriculum), as we walk alongside our tamariki (children) and their whanau (family) to grow a strong foundation for life.

We will provide experiences that develop strong, capable, resourceful learners, igniting children’s passions, and inspiring a lifelong love of learning.

Our tamariki (children) and their whanau (family) will feel loved, cared for and valued for who they are, and be confident in contributing within our community. We empower tamariki (children) to have a strong sense of their own identity and culture, explore their capabilities and potential, and appreciate that we are all unique and precious to God.

We support children to be confident communicators, developing their social and emotional awareness. We encourage them to be kind, caring and respectful of themselves, each other and the environment.

We want all our tamariki (children) to experience a positive journey of learning and have a sense of fun.

Our Priorities for Children's Learning

- Nurturing the spirit as we share God’s love and Christian values
- Enhancing creativity and imagination
- Supporting a strong sense of identity and uniqueness
- Developing early literacy and numeracy concepts
- Exploring science and technology working theories
- Building social competence strategies – friendships, communication, social skills
- Growing emotional resilience



- Being a curious risk taker and problem solver
- Taking responsibility for self, others and the environment
- Encouraging health and physical exploration

Entity Structure:

Eden Christian Kindergarten is governed by a Trust Board comprised of representatives appointed from 5 Feilding Churches, elected parent representatives and the General Manager and Head Teacher.

The Trust employs a fully registered Head Teacher to lead a teaching team in delivering a dynamic and quality early childhood programme based on NZ curriculum Te Whariki. The Head Teacher is responsible for overseeing day-to-day operations.

The teaching team comprises 4 full-time and 2 part-time qualified teachers, 3 unqualified teachers/auxiliary support roles. There are also 2 part-time playgroup coordinators employed to lead the delivery of our weekly playgroup programme, Eden Explorers.

The General Manager is responsible for overseeing organisational finances and practices, leading and reporting on strategy development and action, implementing robust human resource practices and ensuring the Trust meets all legal & compliance aspects of the organisation, including Ministry of Education licensing and reporting requirements.

An administrator provides day-to-day support to the Manager and teaching team. Responsible for many administrative functions, she is also the first point of contact for families and other organisations.

The Trust works with other education organisations, including Special Education, CECEEA, other ECE providers, local schools and COLS. We have also developed wider relationships and networks of support for families by liaising with local social and health service providers and government agencies, including WINZ and Oranga Tamariki Ministry for Vulnerable Children.

Main Sources of the Entity’s Cash and Resources:

Eden Christian Kindergarten Trust is primarily funded by the Ministry of Education to provide early childhood education and care. It receives a small portion of income from parent fees and donations and interest earned from contingency savings. The Trust actively fundraises and also applies for grants from the Ministry of Education for specialist projects or services, and other funding organisations to enable replacement of resources and equipment or redevelopment of the kindergarten environment.

Main Methods Used by the Entity to Raise Funds:

The Trust runs a biennial fundraising event – a duck race – to generate additional funding for the kindergarten. Other smaller fundraisers are conducted annually and include book club sales, class photos and calendar sales.



Entity's Reliance on Volunteers and Donated Goods or Services:

The kindergarten relies on the gifts of time and expertise from governance representatives. Parents and whanau members also volunteer to support the kindergarten and playgroup programmes, excursions, events, cleaning tasks and fundraisers. Community Service Workers regularly support the kindergarten to maintain its outdoor environment and building to a high standard.

Contact Details:

114 Derby Street, Feilding 4702

Ph. (06)323 8057 Fax (06)323 8059

Email - edenkindy@callplus.net.nz

Website – www.edenkindy.co.nz

Facebook – www.facebook.com/EdenChristianKindergarten



**EDEN CHRISTIAN KINDERGARTEN TRUST
STATEMENT OF SERVICE PERFORMANCE
For the Year Ended 31 March 2020**

Description of the Entity's Outcomes

Our current strategic priorities are for Eden to deliver:

1. Churches: for the Trust Churches to recognise Eden Christian Kindergarten as one of their many outreaches.
2. Trust Board: for the Trust Board to practice effective governance.
3. Staff: to be recognised as a centre who strives for excellence in all areas.
4. Parents: for all Tamariki/children to celebrate success in the area of literacy i.e. oral language, recognising letters and writing words (such as their name) and sharing the enjoyment of being read to and with.

For the 2020/2021 year the following outputs have been recorded:

- Churches: contributing to our Professional Development at the beginning of the year; supplying facilities for events; overseeing the building of the chapel; providing voluntary hours; providing spiritual oversight; provision of reduced rent. Trustees are the link between the Church and the Kindergarten.
- Trust Board: monthly governance meetings; receiving legal advice for employment issue; releasing of funds for the smooth running of Eden; a large financial input was agreed for two boys with special behavioural needs.
- Staff: continual professional development i.e. Incredible Years; training in Autism and Behavioural issues; focused on developing an effective planning sheet; began working on the ECERS programme.
- Parents: continual communication between staff and parents; reviewing of Policies; supporting events and supplying manpower.

Description and Quantification of the Entity's Outputs

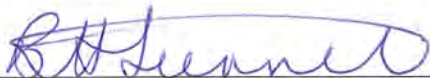
	Actual This Year	Previous Year
Total number of Kindergarten Enrolments	102	113
Total Playgroup Enrolments	31	24
Funds invested in professional learning and development	\$1654	\$2018
Total hours spent by staff on professional learning and development	333	600
Total hours spent by board members on professional development and learning (excludes Head Teacher and Manager)	10	0

**EDEN CHRISTIAN KINDERGARTEN TRUST
APPROVAL OF PERFORMANCE REPORT
For the year ended 31 March 2020**

The Trustees are pleased to present the approved performance reports of Eden Christian Kindergarten Trust for the year ended 31 March 2020.

APPROVED

For and on behalf of the Board of Trustees



Trustee

14/12/2020



Trustee

14/12/2020

EDEN CHRISTIAN KINDERGARTEN TRUST
STATEMENT OF FINANCIAL PERFORMANCE
For the Year Ended 31 March 2020

	Note	2020 \$	2019 \$
REVENUE			
Donations, fundraising and other similar revenue	1	16639	8588
Revenue from providing goods and services	1	638538	595521
Interest, dividends and other investment revenue	1	4314	208
Other revenue	1	<u>5850</u>	<u>0</u>
TOTAL REVENUE		<u>665341</u>	<u>604317</u>
EXPENSES			
Expenses related to public fundraising	2	2234	687
Volunteer and employee related costs	2	455712	440947
Costs related to providing goods and services	2	61330	64206
Other expenses	2	<u>30324</u>	<u>26221</u>
TOTAL EXPENSES		<u>549600</u>	<u>532061</u>
SURPLUS/(DEFICIT)		<u>115741</u>	<u>72256</u>



EDEN CHRISTIAN KINDERGARTEN TRUST
STATEMENT OF FINANCIAL POSITION
As at 31 March 2020

	Note	2020 \$	2019 \$
CURRENT ASSETS			
Bank accounts and cash	3	326234	248393
Debtors and prepayments	3	38163	29940
Other current assets	3	<u>711</u>	<u>0</u>
TOTAL CURRENT ASSETS		<u>365108</u>	<u>278333</u>
NON CURRENT ASSETS			
Property, plant and equipment	3	378600	353639
Investments	3	<u>104165</u>	<u>100000</u>
TOTAL NON CURRENT ASSETS		<u>482765</u>	<u>453639</u>
TOTAL ASSETS		<u>847873</u>	<u>731972</u>
LESS LIABILITIES			
CURRENT LIABILITIES			
Creditors and accrued expenses	3	<u>160309</u>	<u>160149</u>
TOTAL LIABILITIES		<u>160309</u>	<u>160149</u>
NET ASSETS		<u>687564</u>	<u>571823</u>
TOTAL ACCUMULATED FUNDS		<u>687564</u>	<u>571823</u>

EDEN CHRISTIAN KINDERGARTEN TRUST
STATEMENT OF MOVEMENTS IN
ACCUMULATED FUNDS
For the Year Ended 31 March 2020

	2020	2019
	\$	\$
Opening Balance	571823	499567
PLUS/(LESS) Surplus/(Deficit)	115741	72256
CLOSING BALANCE	687564	571823

EDEN CHRISTIAN KINDERGARTEN TRUST
STATEMENT OF CASH FLOWS
For the year ended 31 March 2020

	2020	2019
<u>Cash Flows from Operating Activities</u>	\$	\$
Cash was received from:		
Donations, fundraising and other similar receipts	1565	8588
Fees, subscriptions & other receipts	43371	36447
Receipts from providing goods or services	604516	561765
Interest, dividends and other investment receipts	4314	208
	653766	607008
Cash was applied to:		
Payments to suppliers and employees	534875	510374
<u>Net Cash Flow from Operating Activities</u>	118891	96634

Cash Flows from Investing and Financing Activities

Cash was applied to:

Payments to acquire property, plant & equipment	36885	12602
<u>Net Cash Flow from Investing and Financing Activities</u>	36885	12602

Net increase /(decrease) in Cash

Opening cash	348393	264361
Closing cash	430399	348393

This is represented by:

Bank	282317	206360
Bank - No 2 Trust Account	11436	8943
Playgroup Account	2891	3521
Westpac Savings Account	29590	29569
Term Deposit	104165	100000
	430399	348393

Reconciliation between Surplus/(Deficit) and Net Cash Flow

From Operating Activities

Surplus/(Deficit) for the year	117120	72256
Add back Depreciation/Loss on Disposal	16815	14964
Movement in Accounts Receivable	(13677)	(5836)
Movement in Accounts Payable	(6616)	5804
Movement in Prepaid Bulk Funding	3361	8527
GST Suspense	1888	919
Net Cash Surplus/(Deficit) from operations	118891	96634

EDEN CHRISTIAN KINDERGARTEN TRUST
STATEMENT OF ACCOUNTING POLICIES
For the Year Ended 31 March 2020

BASIS OF PREPARATION

The entity has elected to apply Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

HISTORICAL COST

These financial statements have been prepared on a historical cost basis and all values are rounded to the nearest NZ\$.

GRANTS

Grants received are recognised in operating revenue, unless specific conditions attach to a grant and repayment is required where these conditions are not met. In these cases, the grant is treated as a liability until the conditions are met.

OPERATING LEASE PAYMENTS

Payments under operating lease are charged as expenses in the period in which they are incurred.

DEPRECIATION

Depreciation is calculated using rates expected to write off the assets over their useful lives.

GOODS & SERVICES TAX

These financial statements have been prepared on a GST exclusive basis of accounting, except for Accounts Receivable and Payable which are GST inclusive. Any GST due or recoverable at balance date is included with the amount of either Accounts Payable or Accounts Receivable.

INCOME TAX

The trust has a full exemption from income tax as a charitable body. The trust is registered under the Charitable Trusts Act 2005.

ACCOUNTS RECEIVABLE

Accounts Receivable are stated at expected realisable value.

BANK ACCOUNTS AND CASH

Bank Accounts and Cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with marginal maturities of 90 days or less.

CHANGES IN ACCOUNTING POLICIES

There have been no other changes in accounting policies. All other policies have been applied on a consistent basis with those of the previous period.

EDEN CHRISTIAN KINDERGARTEN TRUST
NOTES TO THE PERFORMANCE REPORT
For the Year Ended 31 March 2020

Note 1: Analysis of Revenue

		2020	2019
		\$	\$
FUNDRAISING REVENUE	Fundraising	9819	675
	Total	9819	675
DONATIONS AND OTHER SIMILAR REVENUE	Grants & Donations	6820	7913
	Total	6820	7913
REVENUE FROM PROVIDING GOODS OR SERVICES	Bulk Funding	563987	525325
	Fees	41081	35290
	Special Purpose Funding	25092	26433
	Eden Explorers Playgroup	8378	8473
	Total	638538	595521
INTEREST, DIVIDENDS AND OTHER INVESTMENT REVENUE	Interest	4314	208
	Total	4314	208
OTHER REVENUE	Sundry income	5850	0
	Total	5850	0



EDEN CHRISTIAN KINDERGARTEN TRUST
NOTES TO THE PERFORMANCE REPORT
For the Year Ended 31 March 2020

Note 2: Analysis of Expenses

		2020	2019
		\$	\$
EXPENSES RELATED TO PUBLIC FUNDRAISING			
	Fundraising expenses	2234	687
	Total	2234	687
VOLUNTEER & EMPLOYEE RELATED COSTS			
	Salaries - Teaching	339488	325624
	Wages - Administration	105250	105802
	ACC Levies	2682	2423
	Wages - Eden Explorer Playgroup	8292	7098
	Total	455712	440947
COSTS RELATED TO PROVIDING GOODS OR SERVICES			
	Consumables & Resources	5923	7925
	Advertising	1836	2067
	Electricity	4166	4017
	Professional Development	1654	1755
	Disbursements	0	0
	Monitoring Services	1666	2046
	Travelling Expenses	0	60
	Targeted Funding	0	467
	Protective Clothing	0	53
	Stationery & Office Expenses	4177	5363
	Licence Fees & Subscriptions	3769	4504
	Hire of Equipment	807	903
	Capital Purchases < \$500	4984	1822
	Housekeeping	9230	7986
	Repairs - General	6791	10108
	Gardening	2074	1787
	Eden Explorer Playgroup	1658	1480
	General Expenses	273	286
	Rates	1213	1083
	Rent	1279	1172
	Telephones	2165	2061
	Insurance	7123	6788
	Events	542	473
	Total	61330	64206

OTHER EXPENSES

Gifts	595	440
COL Expenses	396	0
Entertainment Expenses	344	798
Bank Charges	4	2
Accountancy	6323	6857
Audit	2500	2750
Restructure Costs	0	0
Legal Expenses	2238	100
Loss on Sale	1128	120
Interest	0	0
Valuation Fees	0	310
Depreciation	16796	14844
Total	30324	26221



EDEN CHRISTIAN KINDERGARTEN TRUST
NOTES TO THE PERFORMANCE REPORT
For the Year Ended 31 March 2020

Note 3: Analysis of Assets and Liabilities

		2020	2019
		\$	\$
BANK ACCOUNTS & CASH			
	Bank	282317	206360
	Bank No 2 (Trust) Account	11436	8943
	Playgroup Account	2891	3521
	Westpac Savings Account	<u>29590</u>	<u>29569</u>
	Total	326234	248393
DEBTORS & PREPAYMENTS			
	Accounts Receivable	<u>38163</u>	<u>29940</u>
	Total	38163	29940
OTHER CURRENT ASSETS			
	GST Suspense	<u>711</u>	<u>0</u>
	Total	711	0
PROPERTY, PLANT AND EQUIPMENT			
	Buildings & Improvements	354105	326698
	Furniture	22081	26488
	Computer Equipment	<u>2414</u>	<u>453</u>
	Total	378600	353639
INVESTMENTS			
	Term Deposit	<u>104165</u>	<u>100000</u>
	Total	104165	100000
CREDITORS AND ACCRUED EXPENSES			
	Accounts Payable	46591	51452
	Bulk Funding Prepaid	111414	108053
	GST Suspense	<u>2304</u>	<u>644</u>
	Total	160309	160149

EDEN CHRISTIAN KINDERGARTEN TRUST
NOTES TO THE PERFORMANCE REPORT
For the Year Ended 31 March 2020

GRANTS AND DONATIONS WITH CONDITIONS ATTACHED WHICH HAVE NOT BEEN RECORDED AS A LIABILITY

There have been no grants of this type during the 2020 financial year.

FIXED ASSETS

Fixed assets are stated at cost less aggregate depreciation as detailed below:-

Asset	Opening Balance	Additions	Disposals	Depreciation	Closing Balance
2020					
Buildings & Improvements	326698	38546	0	11139	354105
Furniture & Equipment	26488	2116	1109	5414	22081
Computer Equipment	453	2223	19	243	2414
2019					
Buildings & Improvements	335072	1704	0	10078	326698
Furniture & Equipment	20189	10898	120	4479	26488
Computer Equipment	740	0	0	287	453

EVENTS AFTER BALANCE DATE

On 11th March 2020 the World Health Organization declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March 2020, NZ increased its COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown the kindergarten closed. On 28th April 2020 NZ went back to alert level 3. On 14th May 2020 NZ went back to alert level 2. On 9th June 2020 NZ went to alert level 1. At this time the full financial impact of the COVID-19 pandemic on the kindergarten is not able to be determined but it is not expected to be significant.

CONTINGENT LIABILITIES & GUARANTEES

There are no contingent liabilities or guarantees as at balance date. (Last year – Nil).

OPERATING LEASING COMMITMENTS

The land on which the kindergarten is situated is leased from the Associated Churches of Christ Property Trust Board, for a term of 20 years from 20 January 2003. The rental of \$1279 per annum with a further right of renewal on 20 January 2023 to 19 January 2043. Rent is reviewable on 20 January 2023.

RELATED PARTIES

Barbara Funnell is a trustee who is also employed by the Trust as General Manager.
 Vicki Engu is a trustee who is also employed by the Trust as Head Teacher.



INDEPENDENT AUDITORS REPORT

To the trustees of Eden Christian Kindergarten Trust.

Opinion

In our opinion:

- a. the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- b. the performance reports presents fairly, in all material respects:
 - The entity information for the year then ended;
 - The service performance for the year then ended;
 - The financial position of the trust as 31 March 2020 and of its financial performance for the year and its cash flows for the year then ended

in accordance with the Public Benefit Entity Standards issued by the New Zealand Accounting Standards Board.

Basis of Opinion

We conducted the audit in accordance with International Standards on Auditing (New Zealand) (ISA's (NZ))

Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the association in accordance with Professional and Ethical Standards 1 (Revised) Code of Ethics for assurance practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Board's Responsibility for the Performance Reports

The board are responsible, on behalf of the trust for:

- (a). Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, comparable and understandable, to report in the statement of service performance;
- (b). The board is responsible for the preparation and fair presentation of the performance report which comprises:
 - * The entity information; and
 - * the statement of service performance; and
 - * The statement of financial performance, statement of financial position, statement of cash

Pinny & Associates

Chartered Accountants

flows, statement of accounting policies and notes to the financial report.

In accordance with the Public Benefit Entity Simple Format Reporting-Accrual (Not For Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

- ©. For such internal controls as the board determine is necessary to enable the presentation of the performance report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the performance report based on my audit. I conducted my audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand (ISAs (NZ))), and the audit of the entity information and statement of service performance in accordance with the International Standards on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the performance report is free from material misstatement.

An audit involves performing procedures to obtain evidence about the amounts and disclosures in the performance report, including procedures to obtain evidence about and evaluating whether the reported outcomes and outputs and quantifications of the outputs to the extent practicable, are relevant, comparable and understandable.

The procedures selected depend on the auditors judgement, including the assessment of the risks of material misstatement of the performance report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the performance report 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 entity's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the performance report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Other than in my capacity as auditor, I have no other relationship with, or interest in, Eden Christian Kindergarten Trust.



Pinny & Associates Ltd
Qualified Auditors
Chartered Accountants
Palmerston North
15 December 2020

Pinny & Associates

Chartered Accountants

Pinny & Associates Ltd



LEASE
Land Transfer Act 1952

If there is not enough space in any of the panels below, cross-reference to and use the approved Annexure Schedule: no other format will be received.



Land Registration District

WELLINGTON

Certificate of Title No.	All or Part? Area and legal description -- <i>Insert only when part or Stratum, CT</i>	
661/84	All Part	Part Lot 527 Deposited Plan 19

Lessor *Sumames* must be underlined or in CAPITALS

The Associated Churches of Christ Church Extension and Property Trust Board

Lessee *Sumames* must be underlined or in CAPITALS

EDEN/KINDERGARTEN TRUST BOARD incorporated under the Charitable Trusts Act 1957

L 5617416.1 Lease

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Estate or Interest: *Insert e.g. Fee simple; Leasehold in Lease No. etc.*

Fee simple

Term
As outlined in the annexure schedule
_____ years commencing on the _____ day of _____

Rental
10 cents per annum payable yearly in advance if demanded in writing by the Lessors before the commencement of the year for which it is payable. As outlined in the annexure schedule

Operative Clause
In consideration of payment of the rent the Lessors lease to the Lessee and the Lessee accepts on lease the flat to be held by the Lessee as lessee subject to the restrictions, conditions, and covenants set out in Memorandum Number ~~1995/4805~~ registered in the Land Registry Office for the above district together with the restrictions, conditions, and covenants contained in the attached Annexure Schedule all relating to the land in the above Certificate(s) of Title. As outlined in the annexure schedule

Dated this 24th day of March 2003

Attestation

	Signed in my presence by the Lessor	
	Signature of Witness	
	Witness to complete in BLOCK letters (unless typewritten or legibly stamped)	 Board Member
	Witness name	
	Occupation	
	Address	
	Signed in my presence by the Lessee	 Trustee
	Signature of Witness	
	Witness to complete in BLOCK letters (unless typewritten or legibly stamped)	 Trustee
	Witness name	
	Occupation	
	Address	

Certified correct for the purposes of the Land Transfer Act 1952

Solicitor for the Lessee

SCHEDULE A

OPERATIVE CLAUSE:	For the rental hereby reserved the LESSOR hereby leases to the LESSEE the estate or interest described above, in the above certificate of title, for the term stated and the LESSEE accepts this lease which shall incorporate the covenants, conditions and restrictions contained in the within and attached Annexure Schedule.
TERM:	Twenty (20) years
COMMENCEMENT DATE:	The 20th day of January 2003
FURTHER TERMS:	One (1) further term of twenty (20) years
RENEWAL DATE:	The 20th day of January 2023
FINAL EXPIRY DATE:	The 19th day of January 2043 (in the event that the right of renewal is exercised)
ANNUAL RENT:	1,000.00 plus GST
MONTHLY PAYMENTS OF RENT:	\$83.33 plus GST
RENT PAYMENT DATES:	The 20th day of each month commencing on the 20th day of January 2003
REVIEW DATES:	The 20th day of January in the years 2013, 2023, 2028, 2033 and 2038
PROPORTION OF OUTGOINGS: (Clause 3.1)	100%
DEFAULT INTEREST RATE:	4% per annum above the Landlord's Bank's commercial overdraft rate as certified by the Landlord's Bank from time to time
BUSINESS USE:	Early Childhood Centre



OUTGOINGS
(Clause 3)

1. Rates or levies payable to any local or territorial authority.
2. Charges for water gas electricity telephones and other utilities or services.
3. Rubbish collection charges.
4. New Zealand Fire Service charges and the maintenance charges in respect of all fire detection and fire fighting equipment.
5. Such portion of the Landlord's land tax as the value of the land forming part of the property bears to the total value of all land included in the Landlord's assessment for land tax.

SCHEDULE B

TENANT'S PAYMENTS

Rent

- 1.1 **THE** Tenant shall pay the annual rent by equal monthly payments in advance (or as varied pursuant to any rent review) on the rent payment dates. The first monthly payment (together with rent calculated on a daily basis for any period from the commencement date of the term to the first rent payment date) shall be payable on the first rent payment date. All rent shall be paid without any deductions by direct payment to the Landlord or as the Landlord may direct.

Outgoings

- 2.1 **THE** Tenant shall pay the outgoings in respect of the property which are specified in Schedule A. Where any outgoing is not separately assessed or levied in respect of the property then the Tenant shall pay such proportion thereof as is specified in Schedule A or if no proportion is specified then such fair proportion as shall be agreed or failing agreement determined by arbitration.
- 2.2 **THE** Landlord may vary the proportion of any outgoing payable to ensure that the Tenant pays a fair proportion of the outgoing.
- 2.3 **IF** any outgoing is rendered necessary by another tenant of the property or that tenant's employees, contractors or invitees causing damage to the property or by another tenant failing to comply with that tenant's leasing obligations, then such outgoing shall not be payable by the Tenant.
- 2.4 **THE** outgoings shall be apportioned between the Landlord and the Tenant in respect of periods current at the commencement and termination of the term.
- 2.5 **THE** outgoings shall be payable on demand or if required by the Landlord by monthly instalments on each rent payment date of such reasonable amount as the Landlord shall determine calculated on an annual basis. Where any outgoing has not been taken into account in determining the monthly instalments it shall be payable on demand.
- 2.6 **AFTER** the 31st March in each year of the term or such other date in each year as the Landlord may specify, and after the end of the term, the Landlord shall supply to the Tenant reasonable details of the actual outgoings for the year or period then ended. Any over payment shall be credited or refunded to the Tenant and any deficiency shall be payable to the Landlord on demand.



- 2.7 **THE** Tenant's liability to pay outgoings during the term shall subsist notwithstanding the end or earlier termination of the term.
- 2.8 **NOTWITHSTANDING** any other provision in this lease the Tenant shall only be liable to pay the outgoings specified in Schedule A.

Goods and Services Tax

- 3.1 **THE** Tenant shall pay to the Landlord or as the Landlord shall direct the Goods and Services Tax payable by the Landlord in respect of the rental and other payments payable by the Tenant hereunder. The tax in respect of the rental shall be payable on each occasion when any rental payment falls due for payment and in respect of any other payment shall be payable upon demand.
- 3.2 **IF** the Tenant shall make default in payment of the rental or other moneys payable hereunder and the Landlord becomes liable to pay additional Goods and Services Tax then the Tenant shall on demand pay to the Landlord the additional tax.

Interest on Unpaid Money

4. **IF** the Tenant defaults in payment of the rent or other moneys payable hereunder for fourteen (14) days then the Tenant shall pay on demand interest at the default interest rate on the moneys unpaid from the due date for payment down to the date of payment.

Costs

5. **THE** Landlord and the Tenant shall pay their own solicitors costs of and incidental to the preparation of this Lease however the Tenant shall pay the Landlord's solicitors costs (as between solicitor and client) of and incidental to the enforcement or attempted enforcement of the Landlord's rights, remedies and powers under this Lease.

Indemnity

6. **THE** Tenant shall indemnify the Landlord against all damage or loss resulting from any act or omission on the part of the Tenant or the Tenant's employees contractors or invitees.

LANDLORD'S PAYMENTS

Outgoings

7. **SUBJECT** to the Tenant's compliance with the provisions of Clause 2 the Landlord shall pay all outgoings in respect of the property not payable by the Tenant direct. The Landlord shall be under no obligation to minimise any liability by paying any outgoing or tax prior to receiving payment from the Tenant.

MAINTENANCE AND CARE OF PROPERTY

Tenant's Obligations

- 8.1 **THE** Tenant shall keep and maintain any buildings or improvements erected on the property in good order and repair and shall comply with any reasonable requirements of the Landlord in respect of any such buildings or improvements.
- 8.2 **WITHOUT** in any way limiting the Landlord's rights pursuant to clause 8.1 above, the Tenant shall comply with any requirements of the Landlord to repair all glass breakages and any electrical fittings, paint and decorate any part of the exterior of the building or improvements and repair and keep in good order any storm or waste water drainage system to ensure that all buildings and improvements on the property are maintained in good clean order, repair and condition.



- 8.3 **THE** Tenant shall, keep any grounds, yards and surfaced areas in a tidy condition and maintain any garden or lawn areas in a tidy and cared for condition.

Rubbish Removal

9. **THE** Tenant shall regularly cause all rubbish and garbage to be removed from the property and will keep any rubbish bins or containers in a tidy condition. The Tenant will also at the Tenant's own expense cause to be removed all trade waste boxes and other goods or rubbish not removable in the ordinary course by the local authority.

Landlord's Right of Inspection

10. **THE** Landlord and the Landlord's employees contractors and invitees may at all reasonable times enter upon the property to view their condition. If the Landlord shall give the Tenant written notice of any failure on the part of the Tenant to comply with any of the requirements of Clause 8 the Tenant shall with all reasonable speed so comply.

Landlord may Repair

11. **IF** default shall be made by the Tenant in the due and punctual compliance with any repair notice given pursuant to the previous clause or in the event that any repairs for which the Tenant is responsible require to be undertaken as a matter of urgency then without prejudice to the Landlord's other rights and remedies expressed or implied the Landlord may by the Landlord's employees and contractors with all necessary equipment and material at all reasonable times enter upon the property to execute such works. Any moneys expended by the Landlord in executing such works shall be payable by the Tenant to the Landlord upon demand together with interest thereon at the default interest rate from the date of expenditure down to the date of payment.

USE OF PROPERTY

Business Use

- 12.1 **THE** Tenant shall not without the prior written consent of the Landlord use or permit the whole or any part of the property to be used for any use other than the business use. The Landlord's consent shall not be unreasonably or arbitrarily withheld in respect of any proposed use

- (a) not in substantial competition with the business of any other occupant of the property which might be affected by the use,
- (b) reasonably suitable for the property and
- (c) conforming with all town planning ordinances, provisions and consents.

If any change in use renders any increased or extra premium payable in respect of any policy or policies of insurance on the property the Landlord as a condition of granting consent may require the Tenant to pay the increased or extra premium.

- 12.2 **IF** any change in use requires compliance with Section 46 of the Building Act 1991 the Landlord, as a condition of granting consent, may require the Tenant to comply with Section 46 of the Act and to pay all compliance costs.

Neglect of Other Tenant

13. **THE** Landlord shall not be responsible to the Tenant for any act of default or neglect of any other tenant of the property.



Compliance with Statutes and Regulations

14. **THE** Tenant shall comply with the provisions of all statutes, ordinances, regulations and by-laws relating to the use of the property by the Tenant or other occupant and will also comply with the provisions of all licences, requisitions and notices issued by any competent authority in respect of the property or their use by the Tenant or other occupant.

No Noxious Use

15. **THE** Tenant shall not
- (a) bring upon or store within the property nor allow to be brought upon or stored within the property any machinery goods or things of an offensive noxious illegal or dangerous nature, or of such weight size or shape as is likely to cause damage to the building or any surfaced area,
 - (b) use the property or allow them to be used for any noisome noxious illegal or offensive trade or business, or
 - (c) allow any act or thing to be done which may be or grow to be a nuisance disturbance or annoyance to the Landlord, other tenants of the property, or any other person, and generally the Tenant shall conduct the Tenant's business upon the property in a clean quiet and orderly manner free from damage nuisance disturbance or annoyance to any such persons but the carrying on by the Tenant in a reasonable manner of the business use or any use to which the Landlord has consented shall be deemed not to be a breach of this clause.

DAMAGE OR DESTRUCTION OF PROPERTY

Total Destruction

16. **IF** the property or any portion of it shall be destroyed or damaged so as to render the property untenable then the Tenant shall at the Tenant's sole discretion have the option of either terminating the Lease immediately or reinstating the property so destroyed or damaged.

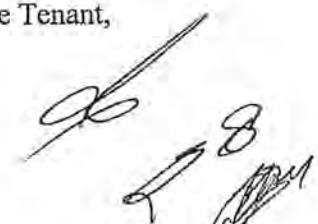
DEFAULT

Distress

17. **THE** Landlord may distress for rent or other moneys payable under this lease remaining unpaid fourteen (14) days after due date.

Re-entry

18. **THE** Landlord may re-enter the property at the time or at any time thereafter
- (a) if the rent shall be in arrears fourteen (14) days after any of the rent payment dates,
 - (b) in case of breach by the Tenant of any covenant or agreement on the Tenant's part herein expressed or implied,
 - (c) if the Tenant shall make or enter into or endeavour to make or enter into any composition assignment or other arrangement with or for the benefit of the Tenant's creditors,
 - (d) in the event of the insolvency bankruptcy or liquidation of the Tenant,



- (c) if the Tenant shall suffer distress or execution to issue against the Tenant's property goods or effects under any judgment against the Tenant in any Court for a sum in excess of five thousand dollars (\$5,000.00)

and the term shall terminate on such re-entry but without prejudice to the rights of either party against the other.

Loss on Re-entry

19. UPON re-entry the Landlord may remove from the property any chattels in the apparent possession of the Tenant and place them outside the property and the Landlord shall not be answerable for any loss resulting from the exercise of the power of re-entry.

Essentiality of Payments

- 20.1 FAILURE to pay rent or other moneys payable hereunder on the due date shall be a breach going to the essence of the Tenant's obligations under the lease. The Tenant shall compensate the Landlord and the Landlord shall be entitled to recover damages from the Tenant for such breach. Such entitlement shall subsist notwithstanding any determination of the lease and shall be in addition to any other right or remedy which the Landlord may have.
- 20.2 THE acceptance by the Landlord of arrears of rent or other moneys shall not constitute a waiver of the essentiality of the Tenant's continuing obligation to pay rent and other moneys.

Repudiation

21. THE Tenant shall compensate the Landlord and the Landlord shall be entitled to recover damages for any loss or damage suffered by reason of any acts or omissions of the Tenant constituting a repudiation of the lease or the Tenant's obligations under the lease. Such entitlement shall subsist notwithstanding any determination of the lease and shall be in addition to any other right or remedy which the Landlord may have.

QUIET ENJOYMENT

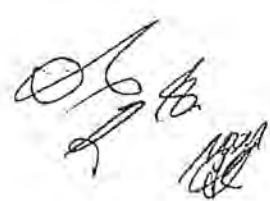
22. THE Tenant paying the rent and performing and observing all the covenants and agreements herein expressed and implied shall quietly hold and enjoy the property throughout the term without any interruption by the Landlord or any person claiming under the Landlord.

RENEWAL OF TERM

23. IF the Tenant has not been in breach of this lease and has given to the Landlord written notice to renew the lease at least three (3) calendar months before the end of the term then the Landlord will at the cost of the Tenant renew the lease for the next further term from the renewal date and the rental for the renewal period shall be determined in accordance with Clause 30 herein.

ASSIGNMENT OR SUBLETTING

- 24.1 THE Tenant shall not assign sublet or otherwise part with the possession of the property or any part thereof without first obtaining the written consent of the Landlord which the Landlord shall give if the following conditions are fulfilled:
- (a) The Tenant proves to the satisfaction of the Landlord that the proposed assignee or subtenant is (or in the case of a company the shareholders of the proposed assignee or subtenant are) respectable responsible and has the financial resources to meet the Tenant's commitments under this lease.



- (b) All rent and other moneys payable have been paid and there is not any subsisting breach of any of the Tenant's covenants.
 - (c) In the case of an assignment a deed of covenant in customary form approved or prepared by the Landlord is duly executed and delivered to the Landlord.
 - (d) In the case of an assignment to a company (other than a listed public company) a deed of guarantee in customary form approved or prepared by the Landlord is duly executed by the principal shareholders of that company and (if required by the Landlord) by the directors and delivered to the Landlord.
 - (e) The Tenant pays the Landlord's proper costs and disbursements in respect of the approval or preparation and stamping of any deed of covenant or guarantee and (if appropriate) all fees and charges payable in respect of any reasonable enquiries made by or on behalf of the Landlord concerning any proposed assignee subtenant or guarantor.
- 24.2 **WHERE** the Landlord consents to a subletting the consent shall extend only to the subletting and notwithstanding anything contained or implied in the sublease the consent shall not permit any subtenant to deal with the sublease in any way in which the Tenant is restrained from dealing without consent.
- 24.3 **ANY** assignment or subletting of the type or in the manner referred to in Section 109(2) of the Property Law Act 1952 shall be a breach of the provisions of this lease.
- 24.4 **WHERE** any Tenant is an unlisted company then any change in the legal or beneficial ownership of any of its shares or issue of new capital whereby in either case there is a change in the effective management or control of the company is deemed to be an assignment of this lease.

GENERAL

Holding Over

25. **IF** the Landlord permits the Tenant to remain in occupation of the property after the expiration or sooner determination of the term, such occupation shall be a monthly tenancy only terminable by one (1) month's written notice at the rent then payable and otherwise on the same covenants and agreements (so far as applicable to a monthly tenancy) as herein expressed or implied.

Waiver

26. **NO** waiver or failure to act by the Landlord in respect of any breach by the Tenant shall operate as a waiver of another breach.

Notice

27. **SUBJECT** to the provisions of the Property Law Act 1952 any notice to be given to the Landlord or the Tenant hereunder shall be deemed sufficiently served if
- (a) sent by registered post to the addressee's last known address in New Zealand, or
 - (b) in the case of a body corporate sent to its registered office, or
 - (c) if there is no last known address or registered office, placed conspicuously on any part of the property.

Any notice so posted or placed shall be deemed to have been served on the day following the posting or placing thereof. Anything served or given by the Landlord shall be valid if served or given under the hand of the Managing Director, General Manager, Secretary or a director or other authorised representative of the Landlord.

Arbitration

- 28.1 **UNLESS** any dispute or difference is resolved by mediation or other agreement, the same shall be submitted to the arbitration of one arbitrator who shall conduct the arbitral proceedings in accordance with the Arbitration Act 1996 and any amendment thereof or any other statutory provision then relating to arbitration.
- 28.2 **IF** the parties are unable to agree on the arbitrator, an arbitrator shall be appointed, upon request of any party, by the President or Vice President for the time being of the District Law Society of the district within which the property are situated. That appointment shall be binding on all parties to the arbitration and shall be subject to no appeal. The provisions of Article 11 of the First Schedule of the Arbitration Act 1996 are to be read subject hereto and varied accordingly.
- 28.3 **THE** procedures prescribed in this clause shall not prevent the Landlord from taking proceedings for the recovery of any rent or other monies payable hereunder which remain unpaid or from exercising the rights and remedies in the event of such default prescribed in clauses 20 and 21 hereof.

Interpretation

29. **IN** this lease
- (a) "the Landlord" and "the Tenant" for the purposes of this Deed of Lease shall mean Lessor and Lessee and, where appropriate, the executors, administrators, successors and permitted assigns of the Lessor and Lessee.
 - (b) "the property" and "the building" mean the land and building(s) of the Landlord which comprise or contain the property.
 - (c) Whenever words appear in this lease that also appear in Schedule A then those words shall mean and include the details supplied after them in Schedule A.
 - (d) Where the context requires or admits, words importing the singular shall import the plural and vice versa.

Further Clauses

30. (a) **THE** rent hereby reserved shall be reviewed on the rent review dates described herein (which date is hereinafter referred to as "the rent review date") and on such review the rent for the next succeeding period of the Lease shall be calculated by multiplying the annual rent provided for the period immediately preceding such review by the following fraction:-
- $$\frac{A}{B}$$
- Where A is the N.Z. Consumer Price Index (All Groups) published by the N.Z. Department of Statistics (The Index) for the first quarters ended on the last day of June immediately preceding the rent review date and B is the Index for the first quarters ended at the commencement date of the Lease in relation to the first rent review and in relation to subsequent rent reviews for the first quarters ended as at the date of the prior rent review.
- (b) The annual rent determined in accordance with para (a) of this clause shall be payable by calendar monthly instalments calculated to the nearest cent by dividing the annual rent by twelve, and the references in this lease to the monthly



instalments of rent payable by the lessee to the lessor shall be varied accordingly.

- (c) If the N.Z. Department of Statistics shall cease to calculate or publish the Index, or if it shall change the basis of assessment of the Index, there shall be substituted for the Index an alternative index which, in the opinion of an expert appointed in default of agreement between the parties by the President for the time being of the Manawatu District Law Society, most closely reflects changes in the cost of living.

31. At the expiration or sooner determination of the within Lease then the following shall apply:

- (a) The Landlord shall be entitled within three (3) months from the date of expiration or sooner determination of the Lease by notice in writing to the Tenant to purchase any building or improvements erected on the land by the Tenant at a price to be agreed upon between the parties or failing agreement to be determined by arbitration in accordance with clause 28 hereof and the purchase price so agreed upon or determined by arbitration shall be paid in cash by the Landlord to the Tenant within 28 days of the date of such determination.
- (b) If the Landlord shall not exercise the abovementioned right of purchase within the aforesaid period or shall give notice that it does not desire to exercise the right of purchase then the Tenant shall within three (3) months of the date of expiration of the period of option to purchase aforesaid or within three (3) months of the date of the Landlord giving notice that the Landlord does not desire to exercise the option to purchase whichever date shall first occur, be entitled to remove from the land all buildings or improvements erected on the land and shall leave the land in a clean and tidy condition.
- (c) If the Tenant fails to remove any buildings or improvements from the land within the aforesaid period then such buildings or improvements shall be deemed to have been abandoned and then become the property of the Landlord which shall be under no liability in such case to account to the Tenant for any payment by way of compensation, damages or otherwise.

32. Notwithstanding clause 31 above in the event that any of the buildings and improvements located on the property are not utilised for educational purposes within a period of ten (10) years from the commencement date of the Lease then notwithstanding any other provision contained in this Lease including clause 31 above it is agreed that the Tenant shall have the right to allow the Department of Education or other then Government department responsible for educational facilities to remove all buildings and improvements on the property with in such instance the Landlord not having any right of purchase in relation to the buildings and improvements on the property as are outlined in accordance with clause 31 above.

33. The Tenant shall have the right to locate on that part of the Landlord's property adjoining Derby Street (not being land the subject of this Lease) adequate signage outlining the name of the kindergarten to be operated from the property together with necessary details

in relation to such kindergarten.

34. Notwithstanding any other provision in this Lease the Tenant shall have the right to bring the Lease to an end by giving 12 months notice in writing to the Landlord.
35. The Landlord shall be responsible for mowing the grassed areas owned by the Landlord adjacent to the leased property and shall keep such grassed areas in a good and tidy condition.
36. The Landlord shall during the term of the Lease be entitled to utilise at certain times the kindergarten to be erected on the premises subject to the following terms and conditions:
 - (a) The Landlord may utilise the kindergarten only on Sundays for childrens teaching programmes for children aged between 4 and 12 years (inclusive). Subject to clause 36(c) below there shall be no cost payable by the Landlord to the Tenant for the use of the kindergarten including reasonable usage of electricity and heating.
 - (b) The Landlord shall appoint a liaison person to communicate with the Head Teacher of the kindergarten in relation to the Landlord's use of the kindergarten pursuant to this clause and the Landlord shall comply with all reasonable requirements of the Head Teacher in relation to its use of the premises.
 - (c) The liaison person described in clause 36(b) above shall report immediately to the Head Teacher of the kindergarten any damage to the kindergarten, chattels, fixtures, resources, plant, childrens work or belongings or any other item in the kindergarten and meet any costs of replacement or repair in relation to any such damage.
 - (d) The Landlord after making usage of the kindergarten shall leave the kindergarten in a clean and tidy condition and as requested from time to time by the Head Teacher of the kindergarten.
 - (e) The kindergarten shall be utilised by the Landlord pursuant to this clause at the sole risk of the Landlord and the Tenant shall not be responsible for any damage or injury to any person or property on the premises from whatsoever cause arising.
 - (f) The Landlord shall not utilise any chattels, fixtures, resources, plant, childrens work or belongings or any other item owned by the kindergarten within the kindergarten premises unless consent has first been obtained from the Head Teacher of the kindergarten.
 - (g) The Landlord, after the Landlord's use of the kindergarten, shall ensure the kindergarten is left locked (alarmed where alarms are installed) and shall turn off all heating and powered appliances as requested by the Head Teacher of the kindergarten.
 - (h) It is agreed from time to time that the Landlord may utilise the kindergarten on days other than Sundays subject to first obtaining consent from the Head Teacher of the kindergarten. In the event that the kindergarten is utilised by the Landlord on a day other than Sunday then the responsibilities imposed upon the Landlord pursuant to clause 36 shall apply.
37. The Tenant will in all respects comply with the provisions of the Fencing Act 1978 and with all Acts and amendments thereof and in substitution therefor and with all notices served or given thereunder.

- 38.1 The Landlord shall not conduct any activity on that part of the land contained in Certificate of Title 661/84 which is not subject to this Lease or on the land contained in Certificate of Title 36B/302 that would prevent the Tenant from enjoying adequate vehicular and pedestrian access and egress rights via Derby Street over that part of the land contained in Certificate of Title 661/84 which is not subject to this Lease and the land contained in Certificate of Title 36B/302 as shall be required for the purposes of the kindergarten being constructed on the land the subject of this Lease. The Landlord shall not allow such vehicular and pedestrian access and egress ways to fall into disrepair. Such restrictive covenant shall be for the benefit of the land the subject of this Lease.
- 38.2 The Landlord shall not conduct any activity on that part of the land contained in Certificate of Title 661/84 which is not being subject to this Lease or on the land contained in Certificate of Title 36B/302 that would prevent the Tenant from enjoying the right to drain water, drain sewage, convey electricity and telecommunications, convey gas and convey water (including via Derby Street) where necessary as shall be required for the purpose of the kindergarten being constructed on the land the subject of this Lease through that part of the land contained in Certificate of Title 661/84 which is not subject to this Lease and the land contained in Certificate of Title 36B/302. Such restrictive covenant shall be for the benefit of the land the subject of this Lease.



CONSENT OF MORTGAGEE

WESTPAC BANKING CORPORATION ("the Mortgagee") as mortgagee under and by virtue of Memoranda of Mortgage 256200.1 and 882545.1 **HEREBY CONSENTS** (pursuant to Section 90E(3)(a) of the Land Transfer Act 1952) to this Lease and acknowledges that by virtue of such consent the Mortgagee is bound by such Lease **BUT** otherwise without prejudice to the rights and remedie of the Mortgagee under such Memoranda of Mortgage.

DATED this 14TH day of JUNE 2003.

EXECUTED by
WESTPAC BANKING CORPORATION
by its duly appointed attorneys:

PAMELA ANNE RASTRIICK

GLENNIS MARIE ENGLISH

Both BANK OFFICERS of HAMILTON
in the presence of:

Witness Name:

Occupation:

Address:

Stephanie Mary Donoghue

BANK OFFICER

HAMILTON

The name of Eastern and Central Savings Bank changed to Trusteebank Eastern and Central as authorised by the Trustee Banks (Change of Name) Order 1984. Trusteebank Eastern and Central changed its name to Trust Bank Central as authorised by the Trustee Banks (Change of Name) Order 1986. All rights in and to the estate and interest protected by the said mortgage: a) Were vested in Trust Bank Central Limited by virtue of the Trustee Banks Restructuring Act 1988, b) Became the property of Trust Bank New Zealand Limited by virtue of Part VA of the Companies Act 1955.

1. The within Mortgage was transferred to and Vested in Westpac Banking Corporation, incorporated in New South Wales, Australia ("Westpac") pursuant to an Order of the High Court of New Zealand made pursuant to Part XV of the Companies Act 1993 on 17 September 1996 ("Order") a copy of which is registered in the Land Registry Office at:

North Auckland	as No. D.068542	Marlborough	as No. 188100
South Auckland	as No. B.379504	Nelson	as No. 363266.1
Gisborne	as No. G.213127	Canterbury	as No. A.269022
Taranaki	as No. 437212	Westland	as No. 106200
Hawkes Bay	as No. 649165	Otago	as No. 920023
Wellington	as No. B.548662	Southland	as No. 245895.1

2. Westpac requests that the transfer of the Mortgage to Westpac pursuant to the Order be noted on the Register and on the within Mortgage.

CERTIFICATE OF NON-REVOCATION OF POWER OF ATTORNEY

PAMELA ANNE RASTRICK

I, _____, of Hamilton in New Zealand, Bank Officer
AND Glennis Marie English, of Hamilton in New Zealand, Bank Officer

HEREBY CERTIFY -

1. THAT by Deed dated the 10th of July 1996 copies of which are deposited in the Land Registry Offices at -

AUCKLAND (North Auckland Registry) and there numbered D.043055.1
BLENHEIM (Marlborough Registry) and there numbered 187102
CHRISTCHURCH (Canterbury Registry) and there numbered A.257595/1
DUNEDIN (Otago Registry) and there numbered 915888
GISBORNE (Poverty Bay Registry) and there numbered G.212187.1
HAMILTON (South Auckland Registry) and there numbered B.367046
HOKITIKA (Westland Registry) and there numbered 105721
INVERCARGILL (Southland Registry) and there numbered 244294.1
NAPIER (Hawkes Bay Registry) and there numbered 646199.1
NELSON (Nelson Registry) and there numbered 361557.1
NEW PLYMOUTH (Taranaki Registry) and there numbered 435551
WELLINGTON (Wellington Registry) and there numbered 533510.1

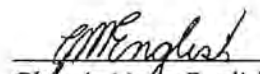
WESTPAC BANKING CORPORATION duly incorporated in the State of New South Wales in the Commonwealth of Australia and having its principal place of business in New Zealand at 318 - 324 Lambton Quay Wellington and carrying on the business of banking appointed us its attorneys on the terms and subject to the conditions set out in the said Deed and the attached document is executed by us under the powers thereby conferred.

2. THAT at the date hereof we were Team Leader of a Legal Unit and Branch Service Officer of a Legal Unit of the said Bank, respectively.
3. THAT at the date hereof we have not received any notice or information of the revocation of that appointment by the winding up or dissolution of the said WESTPAC BANKING CORPORATION or otherwise.

SIGNED at Hamilton


PAMELA ANNE RASTRICK

and


Glennis Marie English

this 4 th day of June 2003

Approved by Registrar-General
of Land under No. 1995/3002EF



LEASE

Land Transfer Act 1952

Law Firm Acting
Cooper Rapley Lawyers Palmerston North

Auckland District Law Society
REF: 4140 /2

This page is for Land Registry Office use only.
(except for "Law Firm Acting")

THIS DEED made this 10th day of November 2002

BACKGROUND:

- A. We, KRISTA DOROTHY SMYTHE of Almadale Road, R D 7, Feilding, Married Woman, CHRISTOPHER STEPHEN REDDELL of 4 Camden Street, Feilding, Consultant, LESTER BARRY HOUGHTON of 12 Willowbank Crescent, Feilding, Lawyer, GREGORY ALLEN REEVE of 11 Haggerty Street, Kimbolton, Meteorologist and STEVEN JOHN SCHMIDT of 16 Park View Avenue, Feilding, Master Scheduler (“the Trustees”) are the holders of the sum of TEN DOLLARS (\$10.00) (“the initial capital”) for the charitable trust set out below.
- B. The Trustees desire to form a charitable trust for the purpose of the provision of quality Christian early childhood education for families within the Feilding and surrounding community.
- C. The Trustees intend to incorporate as a Trust Board (“the Trust Board”) under the provisions of the Charitable Trusts Act 1957.
- D. The Trustees wish to set out and define the Trusts and the conditions upon which they hold the initial capital together with funding, donations, property both real and personal which at any time becomes vested in the Trustees (“the Trust property”).

THIS DEED now records that the Trustees declare that they hold and stand possessed of the Trust property upon the trusts detailed below:

1. Name:

The name of the Trust shall be Eden Kindergarten Trust.

2. Charitable Status:

It is intended that the Trust be an exclusively charitable trust.

3. Registered Office:

The registered office of the Trust shall be at the offices of Horsfield & Company, Chartered Accountants, 29-31 MacArthur Street, Feilding.

4. Objects:

The objects of the Trust which are to be carried out in New Zealand are:

- (a) To promote and extend the learning and development of children in Feilding and the surrounding community through the provision of quality Christian based early childhood education and care predominantly through the vehicle of a Christian based kindergarten.
- (b) To develop and implement curricular which assists children in and Feilding and the surrounding community to grow up as competent and confident learners and communicators, healthy in mind body and spirit secure in their sense of belonging and in the knowledge that they make a valid contribution to society.
- (c) To help children in Feilding and the surrounding community develop their potential through quality child care and education provided in a Christian environment which supports the child, family and their community.
- (d) To demonstrate practical Christian concern and support for the social, psychological, physical, emotional and spiritual needs of young children and their families in the Feilding and surrounding community.
- (e) Generally to do or perform all such other acts, matters and things which may be incidental to or conducive to the attainment of any of the above objects.

5. Powers:

The powers of the Trustees shall include the powers:

- (a) To establish and operate a Christian based kindergarten.

- (b) To purchase, take on lease or in exchange, hire or otherwise acquire land, buildings and any real and personal estate or other property or any interest in the same.
- (c) To carry out building work and construction on land either acquired by purchase, lease, exchange or hire for the purpose of establishing a kindergarten.
- (d) To improve, manage, work, develop and maintain or sell, lease, let, underlet, exchange, surrender, borrow money on mortgage, charge, dispose of, or otherwise deal with and turn to account all or any of the Trust property for the time being of the Trustees, or in which the Trustees have an interest.
- (e) To lend, invest or deposit money on mortgage or any security or without security.
- (f) To receive any grant or gift of money including legacies or property for any of the purposes and objects of the trusts declared in this deed whether subject to any special trust or not so that the Trustees may nevertheless decline to accept any gift or donation or to take over any property which has annexed to it any condition or obligation not approved by the Trustees.
- (g) To employ staff to enable the effective delivery of Christian based early childhood education and care and related family and community services on terms and conditions considered appropriate by the Trustees.
- (h) To raise and disburse funds, make grants and loans.
- (i) To acquire or realise assets.
- (j) To engage in business activity, hold shares in companies, make investments and support the aims and objectives of its community services by any and all lawful and appropriate means provided always that the non-profit making status of a charitable body is observed in accordance with the Charitable Trusts Act 1957.

- (k) To exercise all the powers conferred on trustees by the Trustee Act 1956 and any amendment or re-enactment thereof.
- (l) To appoint any committee consisting of such persons (whether Trustees or not) and may delegate in writing any of its powers and duties to any such committee and such committee may without confirmation by the Trust Board exercise or perform the delegated powers or duties in like manner and with the same effect as the Trust Board could itself have exercised or performed them, however subject to any such committee being bound by the charitable terms of the Trust and subject also to any such delegation being revocable at will by the Trust Board.
- (m) To commission advisers, professional service providers and experts to advise the Trustees and provide services to the Trustees.
- (n) To open as necessary bank accounts in the name of the Trust and to deposit therein all monies received on account of the Trust.
- (o) To adopt such means for making known and advertising the activities of the Trust as may seem appropriate.
- (p) To establish charges for parents or caregivers of children receiving services from the Trust Board.
- (q) To seek Ministry of Education or other grants for the purposes of purchasing equipment, meeting teaching salaries, maintaining qualification levels and the functioning of the kindergarten as shall be required by the Ministry of Education.

6. Number of Trustees:

The Trust Board shall consist of a maximum of eight (8) Trustees.

7. Membership of the Trust Board:

- 7.1 The Trustees at the date of this Deed are the parties described in Recital A to this Deed.

7.2 The Trust Board shall consist of:

- (a) A Trustee appointed by each of the following Churches:
 - (i) The Feilding Church of Christ (Feilding Life Point Church);
 - (ii) Feilding St Paul's Presbyterian Church;
 - (iii) Feilding Bible Chapel;
 - (iv) Feilding St John's Anglican Church;
 - (v) Feilding Apostolic Church;(each such Church individually called a "member Church").
- (b) The Head Teacher for the time being of the kindergarten;
- (c) Up to two persons who shall be appointed by the Parents committee.

7.3 Subject to Rules 9 and 10 below the Trustees shall be appointed for a term of 2 years, however shall at the expiration of that term of appointment be eligible for reappointment.

8. Vacancies:

- 8.1 Any vacancy by a Church appointed Trustee shall be filled by the member Church which appointed that Trustee appointing another person to fill the vacancy.
- 8.2 Any vacancy by a Parents Committee appointed Trustee shall be filled by the Parents Committee.
- 8.3 Any Trustee who fails to attend three consecutive meetings of the Trust Board without leave of the other Trustees shall be deemed to have vacated his or her position on the Trust Board.

9. Removal of Trustees from Office:

- 9.1 The member Church which appointed any particular Trustee may at any time remove that Trustee from the Trust Board.
- 9.2 Any Church appointed Trustee may be removed from office by the unanimous vote of the four other Church appointed Trustees at a special meeting of the Trust Board. At least seven days prior to such a meeting taking place the Chairperson of the Trust Board shall give notice of the proposed removal of the Trustee concerned together with a summary of reasons or allegations for the proposed removal and shall invite the Trustee to be personally present to make a reply at that meeting of the Trust Board.
- 9.3 Any Parents Committee appointed Trustee may be removed from office by the Trust Board upon a vote of not less than two-thirds of the Trustees at a special meeting of the Trust Board. At least seven days prior to such meeting taking place the Chairperson of the Trust Board shall give notice of the proposed removal of the Trustee concerned together with a summary of the reasons or allegations for the proposed removal and shall invite the Trustee to be personally present to make a reply at that meeting of the Trust Board.

10. Resignation of Trustees:

Any Trustee may resign from the Trust Board by giving written notice to the Trust Board and the resignation shall take effect as from the date stipulated in that notice, otherwise to take effect as from the date of that notice being served on the Trust Board at its registered office, whichever date is the later.

11. Proceedings of the Trust Board

- (a) Ordinary Meetings: The Trust Board shall meet at intervals of not less than 1 month at such times and places as it determines. At least seven (7) days notice of any ordinary meeting shall be given to the Trustees. These regular meetings shall be described as ordinary meetings.

- (b) Special Meetings: A special meeting may be called upon requisition of the Chairperson and not less than two (2) other Trustees. At least seven (7) days notice of any special meeting shall be given to the Trustees and the notice shall indicate the general nature of the business to be considered at the meeting.
- (c) Annual General Meeting: The Trust Board shall hold an annual general meeting which meeting may be combined with an ordinary meeting at which the following shall be approved:
 - (i) The audited annual accounts of the Trust;
 - (ii) A report from the Chairperson or the nominee of that Chairperson dealing with the affairs of the Trust Board for the previous year;
 - (iii) The appointment of a Chairperson, Secretary and Treasurer for the forthcoming year in accordance with Rules 13 and 15 below.
- (d) At the Annual General Meeting the Trust Board shall appoint an auditor who shall audit the accounts of the Trust Board once every year. Such auditor shall have access at all reasonable times to the books and accounts of the Trust Board and shall make the report to the Trust Board on the accounts and state whether the same exhibit a true and fair record in view of the results and state of affairs of the Trust Board. The audited accounts shall be available for the Annual General Meeting of the Trust Board and shall be presented to the Trust Board by the 30th day of June in each year.
- (e) The annual general meeting shall be held prior to the 30th day of July in each year. At least seven (7) days notice of an annual general meeting shall be given to the Trustees.

12. Notice of Meetings:

Each notice shall specify the place and day and the hour of the meeting. Notice shall be deemed to have been given to any Trustee if it has been delivered, posted, faxed, or e-mailed to the address for service of the Trustee as provided from time to

time by the Trustee to the Secretary. The accidental omission to give notice to any Trustee or the non-receipt by any Trustee of a notice shall not invalidate the meeting to be held.

13. Secretary and Treasurer:

The Trust Board shall appoint a secretary and treasurer to be appointed at the Annual General Meeting in accordance with Rule 11(c)(iv) above. These offices may be combined. The secretary and treasurer need not be a member of the Trust Board.

14. Quorum:

At any meeting of the Trust Board there shall be a quorum if there is a majority of the Trustees present and no business shall be transacted unless a quorum is present. If a meeting is short of a quorum at its commencement or falls short of a quorum, and if no quorum is present within fifteen minutes, the meeting shall lapse.

15. Chairperson:

The Chairperson shall be appointed by the Trust Board from its members. The Chairperson shall preside at all meetings of the Trust Board at which he or she is present. In the absence of the Chairperson from any meeting the members present shall appoint one of their number to preside at the meeting.

16. Voting:

16.1 All questions before the Trust Board shall be decided by consensus. Where a consensus decision is unable to be reached on a matter it shall be put to a motion to be decided by a majority of votes.

16.2 Each Trustee present including the Chairperson shall have one (1) vote.

16.3 If the voting is tied the Chairperson shall have a second or casting vote.

17. Minutes:

The secretary shall keep Minutes of all Trust Board meetings which shall be available for inspection by Trustees at reasonable times.

18. Parents Committee

- 18.1 There shall exist a Parents Committee of the kindergarten made up of a maximum of twelve (12) parents of children attending the kindergarten.
- 18.2 Entry by a parent to the Parents Committee shall require to be approved by a majority consensus of parents on the Parents Committee and shall be controlled by the Parents Committee.
- 18.3 The Chairperson of the Parents Committee shall be appointed by the Parents Committee from its members.
- 18.4 There shall be no specific interval at which the Parents Committee shall meet however the expectation is that the Parents Committee shall meet monthly.
- 18.5 A member of the Parents Committee delegated to perform that task shall keep Minutes of all Parents Committee meetings. A copy of those Minutes shall be provided to the a Trust.
- 18.6 The Trust Board shall have the right to remove any parent from the Parents Committee by providing notice in writing to that parent.
- 18.7 The function of the Parents Committee shall be to support kindergarten staff, carry out fundraising on behalf of the kindergarten and to appoint up to two (2) persons to the Trust Board in accordance with Rule 7.2(c) above.
- 18.8 All fundraising monies raised by the Parents Committee shall be paid into the kindergarten account as designated by the Trust Board.
- 18.9 A Parents Committee member may resign from the Parents Committee by giving notice in writing to the Chairperson of the Parents Committee and

shall resign without notice on the date that such member has no child attending the kindergarten.

19. Application of Income:

The Trust Board may in its absolute discretion apply the whole or any part or parts of the income of the Trust in each financial year for such charitable purposes and such amounts at such times or times and for such period or periods subject to such terms and conditions as it may from time to time determine.

20. Spiritual Guidance:

- 20.1 The Trust Board shall be responsible in all respects for the operation, administration and management of the kindergarten.
- 20.2 It is recorded however that the member Churches shall have direct input in relation to the spiritual guidance of the kindergarten.
- 20.3 The member Churches shall prepare and provide to the Trust Board a statement of spiritual guidance which shall in all respects be binding upon the Trust Board.
- 20.4 Such statement of spiritual guidance may be amended or replaced from time to time by the unanimous consent of the member Churches.
- 20.5 The statement of spiritual guidance shall stipulate:
- (a) How the kindergarten shall satisfy the objects of providing a Christian based kindergarten as outlined in the Objects Rule of this Trust Deed being Rule 4 above.
 - (b) The Christian philosophy of the kindergarten.
 - (c) The content and level of Christian input within the Christian kindergarten.

21. Income, Benefit or Advantage to be Applied to Charitable Purposes:

21.1 Application: Any income, benefit or advantage shall be applied to the charitable purposes of the Trust;

21.2 Influence: No member or person or related entity associated with a Trustee shall derive any income, benefit or advantage from the Trust where they can materially influence the payment of the income, benefit or advantage except where that income, benefit or advantage is derived from:

- (a) services to the Trust rendered in the course of business charged at no greater rate than current market rates;
- (b) interest on money lent at no greater rate than current market rates.

22. Accounts:

The Trust Board shall keep true and fair accounts of all monies received and expended for each financial year with the balance date to be the 31st day of December in each year.

23. Audit:

The Trust Board shall as soon as practicable after the end of every financial year of the Trust Board, cause the accounts of the Trust Board for the financial year to be audited.

24. Control of Funds:

All monies received by the Trust Board shall be paid to the Bank account of the Trust Board. All cheques or payments to be drawn upon the Bank account of the Trust Board shall be signed by two (2) out of three (3) persons approved by the Trust Board for that purpose subject to such persons being the Trustee, the Secretary or Treasurer.

25. No Responsibility for Loss:

25.1 No Trustee shall be responsible for any loss to the Trust unless the same is attributable to his or her or their own dishonesty or to the wilful commission or omission by him or her or them of any acts known to be in breach of the Trust.

25.2 The Trustees shall be indemnified by the Trust from and against all losses and expenses properly incurred by them in or about the discharge of their duties except as provided in Rule 25.1 above.

26. Common Seal:

The Trust Board shall have a common seal which shall be kept in the custody of the secretary or such other officer as shall be appointed by the Trust Board and shall be used only as directed by the Trust Board. It shall be affixed to documents only in the presence of and accompanied by the signature of two (2) Trustees with the prior approval of the Trust Board.

27. Alteration to the Rules:

27.1 The Trust Board may amend or change any of these Rules at a special meeting however such amendment or change to the Rules shall require a resolution to be passed by three-quarters of the Trustees present at that meeting.

27.2 No addition to or alteration or recession of the Rules shall be approved if it affects the charitable objects, the recitals, Rule 2, Rule 4, Rule 19, Rule 21, Rule 27 and Rule 29 without the prior approval of the Inland Revenue Department.

28. Incorporation:

The Trust Board shall have the right to apply for incorporation under the provisions of the Charitable Trust Act 1957.

29. Winding Up:

- 29.1 The Trust may be wound up if a resolution to wind up the Trust or to dissolve it has been passed by a two-thirds majority of the Trustees at a special meeting of the Trustees called for such purpose of which not less than twenty one (21) days notice in writing has been given to each Trustee.
- 29.2 Any such resolution after passed shall then require to be approved by a similar majority at a meeting of the Trustees called not earlier than fourteen (14) days after such meeting for the specific purpose of confirming the proposed resolution of the Trustees for winding up.
- 29.3 In the event of the Trust being wound up the surplus assets and funds after payment of the Trust liabilities including expenses of winding up shall not be paid or distributed among the Trustees or member Churches but shall be paid and transferred to such person or Body Corporate for the furtherance of the charitable objects and purposes set out in the objects rule of this Deed as the Trustees shall determine at the meeting when the resolution for winding up is duly confirmed.
- 29.4 In the event no such resolution as to the application of funds to any charitable objects or purposes is passed by a majority of the Trustees then the surplus funds of the Trust shall be held for such other comparable charitable purposes as a Judge of the High Court of New Zealand on application by the Trustees shall determine.

SIGNED by KRISTA DOROTHY SMYTHE as Trustee in the presence of:

Krista Dorothy Smythe
Christine Jacquelyn Marie Short
 314 Halcombe Rd
 RDS Feilding
 Business Director

SIGNED by CHRISTOPHER STEPHEN REDDELL as Trustee in the presence of:

Christopher Stephen Reddell

Christine Jacquelyn Marie Short
 314 Halcombe Rd, RDS, Feilding
 Business Director

SIGNED by LESTER BARRY HOUGHTON
as Trustee in the presence of:



*Mr. Houghton
Company Director
Feilding*

SIGNED by GREGORY ALLEN REEVE
as Trustee in the presence of:

*G. A. Reeve
Abbot
Jacquelyn Marie Short
314 Halscombe Road, RDS, Feilding
Business Director.*

SIGNED by STEVEN JOHN SCHMIDT
as Trustee in the presence of:



T. S. Harrison

TREVOR STANLEY HARRISON
15 PARKVIEW AVE FEILDING
LANDSCAPE CONSULTANT

SIGNED by and on behalf of
The Feilding Church of Christ
(Feilding Life Point Church)



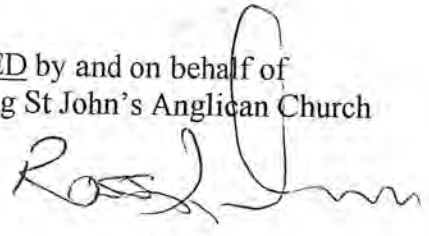
SIGNED by and on behalf of
Feilding St Paul's Presbyterian Church



SIGNED by and on behalf of
Feilding Bible Chapel



SIGNED by and on behalf of
Feilding St John's Anglican Church



SIGNED by and on behalf of
Feilding Apostolic Church

A handwritten signature in black ink, consisting of several overlapping, slanted strokes followed by a horizontal line that ends in a small loop.

THE EDEN CHRISTIAN KINDERGARTEN TRUST

RESOLUTION of the Trustees of The Eden Christian Kindergarten Trust

RESOLVED:


1. That it is in the best interests of the Trust Fund and the Beneficiaries that the Trustees enter into, perform and execute:-
 - (a) A Variation to Deed establishing the Trust in the form attached to this Resolution.

("the documents").
2. The Trustees have considered all the relevant factors and are of the opinion that they have the power and capacity to enter into the documents and perform the obligations under the documents in their capacity as Trustees of the Trust and that the execution and delivery of the documents is for the benefit of and the proper purposes of the Trust.

DATED this 1st day of March 2017.



Barbara Helen Funnell



Ronald Francis Dodunski



Hilary Jane Humphrey



Adrienne Mary Beech



Jocelyn Mary Dobson



Martin James Leonard Orange



Ellen Louise Bartlett



Katherine Gweneth Margaret Rutherford

**VARIATION TO DEED ESTABLISHING
THE EDEN CHRISTIAN KINDERGARTEN TRUST**

THIS DEED made this 7th day of February 2017

BACKGROUND:

That pursuant to clause 27 of the Trust Deed establishing Eden Christian Kindergarten Trust the Trust Board of Eden Christian Kindergarten Trust now amends the Trust Deed pursuant to clause 27 of the Trust Deed as provided below:

1. That the word "kindergarten" in clause 4(a) be deleted and replaced with the phrase "early childhood education and care centre".
2. That the word "kindergarten" in clause 5(a) be deleted and replaced with the phrase "early childhood education and care centre".
3. That clause 7.2 be deleted and replaced with the following:

"7.2 Subject to clause 7.2B, the Trust Board shall consist of:

- (a) A Trustee appointed by each of the following Churches:
 - (i) The Feilding Associated Church of Christ (Feilding Life Point Church);
 - (ii) Feilding St Paul's Presbyterian Church;
 - (iii) Feilding Bible Chapel;
 - (iv) The Anglican Parish of the Oroua;
 - (v) Activate Feilding Trust (Feilding Apostolic Church);
 - (vi) Feilding New Life Church;
 - (vii) Feilding Baptist Church;(each such Church individually called a "member Church").
- (b) The Head Teacher for the time being of the early childhood education and care centre;
- (c) The Manager for the time being of the early childhood education and care centre; and
- (d) Up to two parent representatives."

AJM-029046-4-24-V1

4. That clause 7.2A be inserted reading as follows:
"7.2A The Trust Board may also appoint to the Trust Board, from time to time, and at the Trust Board's discretion, up to two representatives from the wider community who the Trust Board considers have specific skillsets which would benefit the Trust Board."
5. That clause 7.2B be inserted reading as follows:
"7.2B Although the seven (7) member Churches may appoint a trustee each, a full complement of Trustees shall be deemed to exist as long as four (4) or more Trustees have been appointed by the member Churches."
6. That clause 8.2 be deleted and replaced with the following:
"8.2 Any vacancy by a parent representative Trustee shall be filled by the appointment of another parent representative nominated by the parent body of the early childhood education and care centre."
7. That clause 9.3 be deleted and replaced with the following:
"9.3 Any parent representative Trustee may be removed from office by the Trust Board upon a vote of not less than two-thirds of the Trustees at a special meeting of the Trust Board. At least seven (7) days prior to such meeting taking place the Chairman of the Trust Board shall give notice of the proposed removal of the Trustee concerned together with a summary of the reasons or allegations for the proposed removal and shall invite the Trustee to be personally present to make a reply at that meeting of the Trust Board."
8. That the phrase "30th day of June in each year" in clause 11(d) be deleted and replaced with the phrase "1st day of August in each year".
9. That the phrase "30th day of July in each year" in clause 11(e) be deleted and replaced with the phrase "31st day of August in each year".
10. That clause 18 be deleted.
11. That the word "kindergarten" in clause 20.1 be deleted and replaced with the phrase "early childhood education and care centre".
12. That clause 20.2 be deleted and replaced as follows:
"20.2 It is recorded however that the Trustees appointed by the member Churches shall have direct input in relation to the spiritual guidance of the early childhood education and care centre."
13. That clause 20.3 be deleted and replaced with the following:
"20.3 The Trustees appointed by the member Churches shall prepare and provide to the Trust Board a statement of spiritual guidance which shall in all respects be binding upon the Trust Board."

14. That clause 20.4 be deleted and replaced with the following:

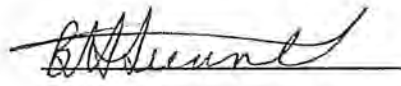
"20.4 Such statement of spiritual guidance may be amended or replaced from time to time by the unanimous consent of the Trustees appointed by the member Churches."

15. That the word "kindergarten" in clauses 20.5(a), (b) and (c) be deleted and replaced with the phrase "early childhood education and care centre".

16. That the phrase "31st day of December in each year" in clause 22 be deleted and replaced with the phrase "31st day of March in each year".

IN WITNESS WHEREOF these presents have been executed the day and year first hereinbefore written.

SIGNED as Trustee by)
BARBARA HELEN FUNNELL)
in the presence of:)



Witness Signature: *J Bain*
Witness Name: *FAHE BAIN*
Witness Occupation: *ADMINISTRATOR*
Witness Residence: *107 WILLOUGHBY ST, RD 9 FEILDING 4779*

SIGNED as Trustee by)
HILARY JANE HUMPHREY)
in the presence of:)



Witness Signature: *J Bain*
Witness Name: *FAHE BAIN*
Witness Occupation: *ADMINISTRATOR*
Witness Residence: *107 WILLOUGHBY STREET, RD 9 FEILDING 4779*

SIGNED as Trustee by)
JOCELYN MARY DOBSON)
in the presence of:)



Witness Signature: *J Bain*
Witness Name: *FAHE BAIN*
Witness Occupation: *ADMINISTRATOR*
Witness Residence: *107 WILLOUGHBY STREET, RD 9 FEILDING 4779*

SIGNED as Trustee by)
ELLEN LOUISE BARTLETT)
in the presence of:)



Witness Signature: *J Bain*
Witness Name: *FAHE BAIN*
Witness Occupation: *ADMINISTRATOR*
Witness Residence: *107 WILLOUGHBY STREET, RD 9 FEILDING 4779*

SIGNED as Trustee by)

RONALD FRANCIS DODUNSKI
in the presence of:

R. Dodunski

Witness Signature: *F. Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST, RD 9, FEILDING 4779

SIGNED as Trustee by
ADRIENNE MARY BEECH
in the presence of:

A. Beech

Witness Signature: *F. Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST, RD 9, FEILDING 4779

SIGNED as Trustee by
MARTIN JAMES LEONARD ORANGE
in the presence of:

M. Orange

Witness Signature: *F. Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST, RD 9, FEILDING 4779

SIGNED as Trustee by
KATHERINE GWENETH MARGARET RUTHERFORD
in the presence of:

K. Rutherford

Witness Signature: *F. Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST, RD 9, FEILDING 4779

MEMBER CHURCHES CONSENT TO VARIATION

Further to clause 27.3 of the Trust Deed establishing Eden Christian Kindergarten Trust the member Churches hereby consent to the above variations to the Trust Deed.

SIGNED for and on behalf of
THE FEILDING ASSOCIATED CHURCH OF CHRIST
in the presence of:

R. Dodunski

Witness Signature: *F. Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST, RD 9, FEILDING 4779

SIGNED for and on behalf of
FEILDING ST PAUL'S PRESBYTERIAN CHURCH
in the presence of:

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

attached sheet

SIGNED for and on behalf of
FEILDING BIBLE CHAPEL
in the presence of:)
)
)



Witness Signature: *F Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST
R.O.9 FEILDING 4779

SIGNED for and on behalf of
THE ANGLICAN PARISH OF THE OROUA
in the presence of:)
)
)



Witness Signature: *F Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST
R.O.9 FEILDING 4779

SIGNED for and on behalf of
ACTIVATE FEILDING TRUST
in the presence of:)
)
)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

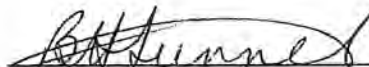
attached sheet



SIGNED for and on behalf of
FEILDING NEW LIFE CHURCH
in the presence of:)
)
)

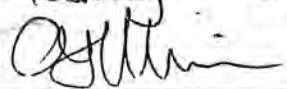
Witness Signature: *F Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST
R.O.9 FEILDING 4779

SIGNED for and on behalf of
FEILDING BAPTIST CHURCH
in the presence of:)
)
)



Witness Signature: *F Bain*
Witness Name: FAYE BAIN
Witness Occupation: ADMINISTRATOR
Witness Residence: 107 WILLOUGHBY ST
R.O.9 FEILDING 4779

This is the paper marked "A" mentioned and referred to in the annexed declaration of
BARBARA HELEN FUNNELL of Feilding, Teacher declared at Palmerston North
this 8th day of February 20 17 before me:



A Solicitor of the High Court of New Zealand

Ashley Muir
Solicitor
Palmerston North

attached sheet

RONALD FRANCIS DODUNSKI)
in the presence of:)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

SIGNED as Trustee by)
ADRIENNE MARY BEECH)
in the presence of:)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

SIGNED as Trustee by)
MARTIN JAMES LEONARD ORANGE)
in the presence of:)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

SIGNED as Trustee by)
KATHERINE GWENETH MARGARET)
RUTHERFORD in the presence of:)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

MEMBER CHURCHES CONSENT TO VARIATION

Further to clause 27.3 of the Trust Deed establishing Eden Christian Kindergarten Trust the member Churches hereby consent to the above variations to the Trust Deed.

SIGNED for and on behalf of)
THE FEILDING ASSOCIATED CHURCH)
OF CHRIST in the presence of:)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

SIGNED for and on behalf of)
FEILDING ST PAUL'S PRESBYTERIAN)
CHURCH in the presence of:)

S. L. Halford.

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

*Graeme D. Turnbull
Pastor / Minister
37 Grey Street Feilding*

AJM-029046-4-24-V1

SIGNED for and on behalf of
THE ANGLICAN PARISH OF THE OROUA
in the presence of:

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

)
)
)

Wendy Scott
Wendy Scott Rural Dean
Nancy Goodwin
NANCY GOODWIN
OFFICE ASSISTANT
80 SANDHARD FEILDING

SIGNED for and on behalf of
ACTIVATE FEILDING TRUST
in the presence of:

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

)
)
)

SIGNED for and on behalf of
FEILDING NEW LIFE CHURCH
in the presence of:

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

)
)
)

SIGNED for and on behalf of
FEILDING BAPTIST CHURCH
in the presence of:

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

)
)
)

This is the paper marked "A" mentioned and referred to in the annexed declaration of
BARBARA HELEN FUNNELL of Feilding, Teacher declared at
this day of _____ 20 _____ before me:

A Solicitor of the High Court of New Zealand

attached sheet

SIGNED for and on behalf of
FEILDING BIBLE CHAPEL
in the presence of:

)
) _____
)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

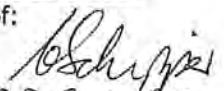
SIGNED for and on behalf of
THE ANGLICAN PARISH OF THE OROUA
in the presence of:

)
) _____
)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

SIGNED for and on behalf of
ACTIVATE FEILDING TRUST
in the presence of:

) 
)
)

Witness Signature: 
Witness Name: C-D. SCHIPPER
Witness Occupation: PA
Witness Residence: ~~185~~ 185 MANCHESTER ST, FEILDING.

SIGNED for and on behalf of
FEILDING NEW LIFE CHURCH
in the presence of:

)
) _____
)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

SIGNED for and on behalf of
FEILDING BAPTIST CHURCH
in the presence of:

)
) _____
)

Witness Signature:
Witness Name:
Witness Occupation:
Witness Residence:

This is the paper marked "A" mentioned and referred to in the annexed declaration of
BARBARA HELEN FUNNELL of Feilding, Teacher declared at
this day of 20 before me:

A Solicitor of the High Court of New Zealand

THE CHARITABLE TRUSTS ACT 1957

**DECLARATION IN SUPPORT OF VARIATION TO THE TRUST DEED
FOR EDEN CHRISTIAN KINDERGARTEN TRUST**

I, BARBARA HELEN FUNNELL of Feilding, Teacher do solemnly and sincerely declare as follows:

1. That I am a Trustee of **EDEN CHRISTIAN KINDERGARTEN TRUST**.
2. That the amendment to the Trust Deed establishing **EDEN CHRISTIAN KINDERGARTEN TRUST** recorded in the Deed of Variation of Trust being the document marked "A" hereto annexed, has been made in accordance with the Rules of **EDEN CHRISTIAN KINDERGARTEN TRUST**.

AND I MAKE this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths and Declarations Act 1957.

DECLARED at Palmerston North)
this 8th day of Feb 2017)
before me:)



Ashley Muir
Solicitor
Palmerston North

A Solicitor of the High Court of New Zealand
Justice of the Peace



Certificate of Registration

Eden Christian Kindergarten Trust

This is to certify that Eden Christian Kindergarten Trust was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.

Registration number: CC33756

A handwritten signature in black ink, appearing to be "S. Ashton".

Sid Ashton
Chair

A handwritten signature in black ink, appearing to be "T. Garrett".

Trevor Garrett
Chief Executive

Rates Remission Application

Applicant details	
Valuation reference number(s)	1410101900
Name of organisation	The Feilding and District Art Society Incorporated
Contact name	Lee-Anne Stone
Postal address	104 Manchester Street, Feilding
Phone	3232323
Email	art@fadas.co.nz
Website	www.feildingartsociety.com
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC34427
What was the charity registration date?	30/6/2008
Please upload a copy of proof of charitable status	Screenshot (33).png
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	<p>As per Constitution</p> <p>3.0 OBJECTIVES</p> <p>The main objective of the Society shall be to:</p> <p>(a) Establish the Manawatu District Arts Centre in the Feilding township and be responsible for sourcing and governing the management and funding of this Centre.</p> <p>(b) Maintain a dialogue with the communities Art Groups, individuals and schools through provision of advice if required and responding to enquiries, issues and interests through general liaison and appropriate informal networking</p> <p>(c) Establish, provide and pass on information regarding funding available to Local Art Groups and individuals.</p> <p>(d) Support mutual recognition and encourage healthy relationships between local Art and Craft Groups.</p> <p>(e) Maintain files and up to date information on membership, contacts and AGM minutes of Local Art Groups.</p> <p>(f) To receive funds for the promotion of Manawatu District Arts and Artists within or outside of the District.</p>

Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	For a district to be "attractive, progressive and inclusive" it must have available the opportunity to participate freely in the arts. The art centre welcomes membership from a variety of artists and artisans. We also include those wanting to participate in the arts even though they may not call themselves an artist, we offer 'have a go mornings' that allow for a range of abilities in which people don't have to be members to attend and also host workshops to enhance artists' practices. It is well-know that participating in the arts increases mental health and wellbeing. I recall hearing from one member she shifted to Feilding because of the Art Centre.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	We are a long established group of artists/artisans supporting other artists.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Have-a-go mornings (you don't have to be a member). Low membership fees.
Estimated number of active members, clients or participants	115 members plus members of the public that attend workshops or exhibitions or have-a-go mornings
Do other organisations use your facilities? If yes, please give details of these organisations	Recently liaising with the High School to share resources. Visiting artist to run workshops. Room is for hire to other groups when requested.
Please attach here a copy of your organisation's constitution	Rules.PDF
Finance details	
Please attach here a copy of your most recent audited financial accounts	
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	Feilding District Art Society Inc - Performance Report 2020.pdf
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	

Is there any other information you would like to share that would support your application?	
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Performance Report

Feilding & District Art Society Inc
For the year ended 31 March 2020

Prepared by Wheeler Campbell

Contents

3	Compilation Report
4	Entity Information
5	Statement of Service Performance
6	Statement of Financial Performance
7	Statement of Financial Position
8	Statement of Cash Flows
9	Statement of Accounting Policies
10	Notes to the Performance Report
13	Fixed Asset Schedule

Compilation Report

Feilding & District Art Society Inc For the year ended 31 March 2020

Compilation Report to the Committee of the Feilding & District Art Society Inc.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Feilding & District Art Society Inc for the year ended 31 March 2020.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Committee are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with Feilding & District Art Society Inc other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

The financial statements were prepared exclusively for your benefit. Neither we, nor any of our employees accept any responsibility on any grounds whatsoever, including liability in negligence, for the contents of the financial statements to any other person.



Wheeler Campbell
Chartered Accountants

Feilding

Dated: 7 August 2020

Entity Information

Feilding & District Art Society Inc For the year ended 31 March 2020

Legal Name of Entity

Feilding & District Art Society Inc

Entity Type and Legal Basis

Incorporated Society and Registered Charity

Registration Number

CC34427

Entity's Purpose or Mission

The main objectives of the Society are to:

1. Operate the Manawatu District Art Centre in the Feilding township and be responsible for sourcing and governing the management and funding of the Centre.
2. Maintain a dialogue with the committees Art Groups, individuals, and schools through provisions of advice if required and responding to inquiries, issues and interests through general liaison and appropriate informal networking.
3. Establish, provide and pass on information regarding funding available to Local Art Groups and individuals.
4. Support mutual recognition and encourage healthy relationships between Local Art and Craft Groups.
5. Maintain files and up to date information on membership, contracts and AGM minutes of Local Art Groups.
6. To receive funds for the promotion of Manawatu District Arts and Artists within or outside of the District.

Entity Structure

The Society is administrated by a committee accountable to and elected by the Society members.

Main Sources of Entity's Cash and Resources

The major sources of funds are from Art Expo and Art and Garden Trail profits, grant funding and fees and subscriptions from members.

Main Methods Used by Entity to Raise Funds

The Society makes applications to various philanthropic trusts for project funding. Charitable donations are accepted. Art Expos and an Art and Garden Trail are held. Raffles are held and a calendar published for fundraising.

Entity's Reliance on Volunteers and Donated Goods or Services

The Society relies on volunteer support for its operations. No paid staff are employed other than honoraria and fees to tutors.

Contact details

104 Manchester Street, Feilding, Manawatu, New Zealand

PO Box 207, Feilding, 4740

Statement of Service Performance

Feilding & District Art Society Inc For the year ended 31 March 2020

Outcomes

The Society seeks to foster interest in the arts, by supporting both individuals and art groups, and to encourage community involvement in the enjoyment of art.

The main objectives of the Society are to:

- Operate the Manawatu District Arts Centre in Feilding.
- Maintain a dialogue with the communities Art Groups, individuals and schools.
- Assist with funding local art groups and individuals.

Outputs

During the year the society achieved the following

Feilding Arts Centre

The Arts Centre was regularly staffed by volunteers providing a gallery for display and sale of works by local artists. Various exhibitions and art classes were held at the Centre. There were 4893 recorded visitors to the Centre during the year (6501 last year).

Have-a-go days were held on Tuesdays, advanced painting on Wednesdays, painting on Thursdays, and Friday is the textile crafting group. Also learn to draw classes held on Fridays.

Art Expo

101 registered artists participated (100 last year) and the event was well attended.

Art & Garden Trail

35 gardens and studios were included (36 last year) and the event was well attended.

Calendar

A calendar featuring members work was published and sold.

Statement of Financial Performance

Feilding & District Art Society Inc For the year ended 31 March 2020

	NOTES	2020	2019
Revenue			
Donations, fundraising and other similar revenue	1	53,652	74,156
Fees, subscriptions and other revenue from members	1	10,706	9,785
Revenue from providing goods or services	1	16,565	24,777
Interest, dividends and other investment revenue	1	79	2,694
Other revenue	1	-	33
Total Revenue		81,002	111,444
Expenses			
Expenses related to public fundraising	2	35,372	41,901
Volunteer and employee related costs	2	446	410
Costs related to providing goods or services	2	34,447	37,151
Other expenses	2	2,574	2,591
Total Expenses		72,838	82,053
Net Surplus for the Year		8,164	29,392

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

Feilding & District Art Society Inc As at 31 March 2020

	NOTES	31 MAR 2020	31 MAR 2019
Assets			
Current Assets			
Bank accounts and cash	3	128,099	118,195
Sundry Debtors		-	3,123
Total Current Assets		128,099	121,318
Non-Current Assets			
Property, Plant and Equipment		315,398	312,943
Total Non-Current Assets		315,398	312,943
Total Assets		443,498	434,262
Liabilities			
Current Liabilities			
Creditors and accrued expenses		379	905
Income received in advance		4,491	3,539
GST Payable		852	206
Total Current Liabilities		5,722	4,650
Total Liabilities		5,722	4,650
Total Assets less Total Liabilities (Net Assets)		437,776	429,612
Accumulated Funds			
Accumulated surpluses	5	437,776	429,612
Total Accumulated Funds		437,776	429,612

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

Feilding & District Art Society Inc For the year ended 31 March 2020

	2020	2019
Cash Flows from Operating Activities		
Cash Received		
Donations, fundraising and other similar receipts	63,629	85,766
Fees, subscriptions and other receipts from members	12,312	11,253
Receipts from providing goods or services	19,285	27,728
Interest, dividends and other investment receipts	79	2,694
Sundry Revenue	1	38
Total Cash Received	95,306	127,478
Cash Applied		
Payments to suppliers and members	(81,131)	(96,041)
GST	759	(633)
Total Cash Applied	(80,372)	(96,674)
Total Cash Flows from Operating Activities	14,933	30,804
Cash Flows from Investing and Financing Activities		
Cash was applied to:		
Payments to acquire property, plant and equipment	(5,029)	(538)
Total Cash Flows from Investing and Financing Activities	(5,029)	(538)
Net Increase/ (Decrease) in Cash	9,904	30,266
Cash Balances		
Cash and cash equivalents at beginning of period	118,195	87,930
Cash and cash equivalents at end of period	128,099	118,195
Net change in cash for period	9,904	30,266

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

Feilding & District Art Society Inc For the year ended 31 March 2020

Basis of Preparation

Feilding & District Art Society Inc has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Feilding & District Art Society Inc is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Feilding & District Art Society Inc For the year ended 31 March 2020

	2020	2019
1. Revenue		
Donations, fundraising and other similar revenue		
Grants		
Manawatu District Council	-	5,000
Donations	1,965	1,946
Art and Garden Trail	6,495	11,631
Expo	44,880	55,478
Raffle Sales	311	101
Total Donations, fundraising and other similar revenue	53,652	74,156
Fees, subscriptions and other revenue from members		
Art Awards	1,135	1,356
Fees - Childrens Classes	327	1,120
Fees - Other Events and Exhibitions	3,283	3,542
Fees - Workshop	3,657	1,001
Member Subscriptions	2,304	2,765
Total Fees, subscriptions and other revenue from members	10,706	9,785
Revenue from providing goods or services		
Calendar Sales	1,260	-
Shop Sales	15,305	24,777
Interest, dividends and other investment revenue		
Interest Income	79	2,694
Other revenue		
Sundry Revenue	-	33
Total Revenue	81,002	111,444

2. Expenses

Expenses related to public fundraising		
Art and Garden Trail	4,569	5,735
Art Expo	30,803	36,165
Total Expenses related to public fundraising	35,372	41,901
Volunteer and employee related costs		
Meetings	262	410
Travel	184	-
Total Volunteer and employee related costs	446	410
Costs related to providing goods or services		
Accounting	1,502	1,295
Advertising	1,190	335
Art Award	412	278

	2020	2019
Art Award Prizes	2,348	1,304
Artists Payments	8,882	16,571
Bank Fees	90	65
Calendar Printing	1,111	-
Charities Commission Fee	44	44
Cleaning	520	433
Eftpos	785	885
Electricity	2,271	2,582
Emerging Artists	-	178
Fire Alarm System	180	108
General Expenses	501	1,042
Honorarium	1,233	-
Insurance	3,242	2,945
Materials Purchased	-	337
Petty Cash	383	174
Postage/Courier	558	265
Printing & Stationery	277	68
Rates	1,782	4,312
Repairs and Maintenance	1,984	1,137
Security	300	300
Telephone and Internet	1,773	1,586
Workshops	3,078	907
Total Costs related to providing goods or services	34,447	37,151
Other expenses		
Depreciation	2,574	2,591
Total Other expenses	2,574	2,591
Total Expenses	72,838	82,053
	2020	2019

3. Bank accounts and cash

ANZ 00 Select Account	49,954	44,890
ANZ 02 PIE Fund - Call	22,965	22,942
ANZ 03 Business Premium Call	22,125	17,307
ANZ Term Deposit	32,579	32,579
Cash on Hand	478	478
Total Bank accounts and cash	128,099	118,195

4. Valuations

Property	Current Valuation	Date	Valuer
104 Manchester Street, Feilding	\$500,000	1/8/2019	QV

	2020	2019
5. Accumulated Funds		
Opening Balance	429,612	400,220
Current Year Earnings	8,164	29,392
Total Accumulated Funds	437,776	429,612

6. Commitments

There are no commitments at balance date (Last year - nil).

7. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees at balance date (Last year - nil).

8. Related Parties

There were no transactions involving related parties during the financial year.

9. Events After the Balance Date

On 11 March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) pandemic. Two weeks later, on 26 March 2020, New Zealand increased its COVID-19 alert level to Level 4 and a nationwide lockdown commenced. At this time the full impact of the COVID-19 pandemic is not able to be determined, but it caused the cancellation of the 2020 Art Expo event resulting in the refund of entry fees collected and the loss of a major fundraising event.

10. Ability to Continue Operating

The Society will continue to operate for the foreseeable future.

Fixed Asset Schedule

Feilding & District Art Society Inc For the year ended 31 March 2020

ASSET TYPE	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
Furniture and Fittings	15,043	-	-	1,839	13,204
Land & Buildings	297,888	5,029	-	729	302,188
Office Equipment	12	-	-	5	7
Total	312,943	5,029	-	2,574	315,398

CONSTITUTION

1.0 NAME

The name of the Society is "THE FEILDING AND DISTRICT ART SOCIETY INCORPORATED" (hereinafter in these rules referred to as "the Society").

2.0 INTERPRETATION

In this Constitution, except where a different intention appears:

"Act" means the incorporated Societies Act 1908.

"Registrar" means the Registrar of Incorporated Societies.

3.0 OBJECTIVES

The main objective of the Society shall be to:

- (a) Establish the Manawatu District Arts Centre in the Feilding township and be responsible for sourcing and governing the management and funding of this Centre.
- (b) Maintain a dialogue with the communities Art Groups, individuals and schools through provision of advice if required and responding to enquiries, issues and interests through general liaison and appropriate informal networking.
- (c) Establish, provide and pass on information regarding funding available to Local Art Groups and individuals.
- (d) Support mutual recognition and encourage healthy relationships between local Art and Craft Groups.
- (e) Maintain files and up to date information on membership, contacts and AGM minutes of Local Art Groups.
- (f) To receive funds for the promotion of Manawatu District Arts and Artists within or outside of the District.



SEP RUL

4.0 STRUCTURE OF THE SOCIETY

- (a) The Society shall be administered by the Committee, consisting of a Chairperson, Secretary, Treasurer and not less than 2 and no more than 9 committee members, who shall be accountable to and elected by the Society members at each Annual General Meeting. Any individual member as defined in clause 6.0(b) shall be eligible for election.
- (b) Each member of the committee shall retire at each Annual General Meeting but any such retiring Committee member shall be eligible for re-election under clause 4(a).
- (i) Any Committee member wishing to resign as one of the Committee may do so by written notice of his or her desire to resign. Such notice shall take effect from the date of the receipt of such notice by the Committee. The continuing Committee shall have the power to appoint a further Committee member or members to fill any such vacancy until the time of the next Annual General Meeting when it shall elect a new Committee member or members pursuant to Clause 4(a).
- (ii) Subject to Clause 4(a), the Committee shall have the power to co-opt further Committee members and to fill any casual vacancy until the next Annual General Meeting.

5.0 OFFICE

- (a) The registered office of the Society shall be at such a place as shall from time to time be determined by resolution of the committee.
- (b) In accordance with provisions of section 18(2) of the Act, the secretary shall notify the Registrar in writing of any change in the situation of the registered office.

6.0 MEMBERSHIP

- (a) Any person, incorporated organization, group or body subscribing to the objects of the Society shall be eligible to apply for membership of the Society.
- (b) The categories of Membership shall include:

Individual Member
Programme Member
Government member
Business member
Group member
Life member

An *Individual member* shall be any person who wishes to be a member of the Society in their own right. Individual members have voting and associated members rights at Annual General Meetings.

A recognized, authorized and financial Society Programme Site will be a recognized *Programme Member* of the Society and the duly elected officers of that Programme will represent the Member in the Society's business. It is not essential for the nominated Programme Site Membership representative to be an Individual member.

A *Government Membership* can be held by Territorial Local authorities, Regional Councils or any Department, or Ministry within Central Government. An authorized officer of the Government member may act on behalf of and with the authority of that Government member. It is not essential that the authorized officer be an Individual Member of the Society.

A *Business member* can be a sole trader or body corporate that is involved in industry, commerce and associated services. The member shall appointed duly authorised officer to represent its interests in Society affairs and it is not essential for the authorized officer to be an Individual member.

A *Group Member* shall be any other grouping of individuals who wish to have a combined Society membership. Group may include, but are not restricted to: schools, service clubs, charities, youth programmes or community interest organizations. An authorized officer may speak on behalf of the Group and need not be an Individual member.

A *Life Membership* may be awarded by the Committee upon any person who has contributed significantly to the Society. Life members shall be entitled to vote at meetings of the Society but shall not be liable to pay subscription fees or levies. Life membership cannot be applied for.

- (c) The Committee shall have the Power to classify, alter or extend the classes of membership from time to time.
- (d) Application for the appropriate membership shall be made to the Secretary and every application shall state the class of membership desired and shall be accompanied by the prescribed subscription for the class of membership applied for and provided for in the clause 9 hereof.
- (e) Applicants for membership must sign the prescribed form, accepting membership and an undertaking to abide by the Constitution.
- (f) Every application for membership shall be referred to the Committee which shall either grant membership to the applicant or decline the application; if the application is declined the subscription tendered by the applicant shall immediately be refunded.
- (g) It shall not be necessary for the Committee to give or assign any reason for declining membership.

- (2)
- (h) Any member may resign from the Society by giving one months notice in writing and paying to the date of his/her resignation, any arrears of subscription.
 - (i) Any member whose subscription is in arrears and who continues to be in arrears after ~~six calendar months from the due date of the subscription or four~~ months from the notice of the arrears, shall be deemed unfinancial and shall thereupon cease to be a member, and shall no longer be entitled to receive any of the Society's publications or notices to hold office or attend any meetings of the Society or the committee or vote thereat.
 - (j) If any member shall violate the Constitution or any regulations or by-laws made hereunder or shall have acted contrary or in opposition to the fundamental principles or objects for which the Society has been established or in any manner which should make it undesirable in the opinion of the Committee that the member should continue as a member, then the Committee may terminate membership and the Committee shall not permit that member to rejoin the Society except on terms satisfactory to it, provided whoever, that the member so expelled shall have the right to appear before the Society for the purpose of explaining such conduct and in any such appeal the decision of the Society shall be final.

7.0 SUBSCRIPTIONS

The ~~subscriptions fees or levies~~ (if any) for the various classes of membership shall be fixed by the Committee and approved by the Society.

8.0 ROLL OF MEMBERS

- (a) It shall be the duty of the secretary of the Society to ensure that all times an up to date Register of Members of The Society be kept in accordance with the provisions of Section 22 of The Act and the Register shall record the name of each member, that member's address and occupation and the date of becoming a member.
- (b) If and whenever required to do so by the Registrar, the Secretary shall furnish the Registrar with a copy of the register, together with a statutory declaration made by the secretary verifying the same

9.0 GENERAL MEETINGS OF THE SOCIETY

- (a) The Society shall meet at least once a year at an Annual General Meeting or at such other more frequent time as it deems fit. A meeting may be summoned at any time by the Chairperson or on request of ten (10) other members of the

Society who shall give twenty-eight (28) days notice of such a meeting to the Chairperson.

- (b) Notices of meetings shall be advertised in the local newspaper by the Secretary, not less than fourteen (14) days prior to each meeting.
- (c) The quorum for any General Meeting of the Society shall be eight (8) members present in person or represented by proxy.
- (d) If the Chairperson is not present to preside at a General Meeting the Society shall elect one of its members or a representative of one of its members present to preside at such a meeting.

10.0 PROCEEDINGS AT GENERAL MEETINGS OF THE SOCIETY

- (a) The Society at its Annual General Meeting shall conduct the following business:
 - (i) To adopt the Minutes of the previous Annual General Meeting.
 - ✓ (ii) Receive and consider an Annual Report.
 - ✓ (iii) Receive and consider an Annual Balance Sheet and Statement of Accounts for the past year.
 - * (iv) Elect or confirm the appointment of the members of the committee.
 - (v) Appoint an Auditor
 - (vi) Such other business which two-thirds (2/3rds) of those members present in person or represented by proxy shall approve.
- (b) The Society shall be able to accept, reject or amend any Annual Report or any proposed budget of income and expenditure.
- (c) No business except routine business shall be considered at any General Meeting other than that of which at least fourteen (14) days notice has been given to the Secretary, but matters which shall arise out of any business of which proper notice has been given to the Secretary, but matters which shall arise out of any business of which proper notice has been given may be considered at the discretion of the Chairperson.

11.0 VOTING AT MEETINGS OF THE SOCIETY

- (a) When at any Meeting of the Society properly convened any question is put to vote, such vote shall be decided on voices, or upon the demand of three members present at the meeting, by show of hands or by secret ballot, at which voting papers shall be issued by the Chairperson and on conclusion of the voting, the votes shall be counted by two scrutineers appointed by those present at the meeting. Except where otherwise provided in the Constitution, or as resolved by the Society at the meeting, a majority vote of those members

present shall in all cases be decisive. In the case of an equality of votes the Chairperson shall have a second or casting vote. The ballot papers shall be destroyed by the scrutineers immediately after the meeting.

- (b) A declaration by the Chairperson that any question is carried or lost and an entry in the Minute book to that effect shall be conclusive evidence of the decision of the meeting.
- (c) Each member entitled to vote shall have one vote, except the Chairperson as provided in subclause 11a hereof.
- (d) Any member shall be entitled to vote by its accredited representative as notified to the Secretary or Chairperson in writing prior to the commencement of the meeting.
- (e) Where any member entitled to be present at any meeting of the Society is unable to attend, such member shall have the right to appoint a proxy to vote on such member's behalf.
- (f) A member wishing to appoint a proxy shall complete, sign and lodge a formal notice with the Secretary at the registered office of the Society, at least forty-eight (48) hours before the time for the holding of the Meeting and no proxy shall be allowed to attend or vote at any Meeting unless this provision is complied with.

12.0 PROCEEDINGS OF THE COMMITTEE

- (a) The Committee shall meet at such times and places as they determine and shall elect a chairperson from amongst their number at their first meeting.
- (b) The Chairperson shall preside at all the meetings of the Committee at which they are present. In the absence of the Chairperson from any meeting, the Committee present shall appoint one of their number to preside at the time of such meeting.
- (c) ~~The quorum for the meetings shall be no less than half the number of the Committee as shall be in office at the time of such meeting.~~
- (d) Each of the Committee personally present at a meeting shall have one vote. Questions arising at any meeting shall be decided by a majority of votes. In the case of equality of votes, the Chairperson shall have a second or casting vote.
- (e) The Committee shall keep and record in writing Minutes of their meetings. The Committee may appoint a Secretary to fulfill such duties as are normally incidental to the office of Secretary and the Secretary need not be one of the Committee.

- (f) The Committee shall keep true and fair accounts of all money received and expended; and the Committee may appoint a Treasurer for this purpose who need not be one of the Committee.
- (g) ~~The Committee shall appoint an Auditor who shall not be one of the Trustees to audit the financial affairs, Books and accounts of the Society as soon as practicable after the end of each Financial Year.~~

13.0 COMMITTEE MEMBERS' POWERS

- (a) The Committee shall be at liberty to receive and accept from any person, firm, company, society, institution or entity whatsoever any gifts of money, investments and other property to become part of the assets of the Society.
- (b) In addition to the powers implied by the general law of New Zealand or contained in the Incorporate Societies Act 1908, the powers which the committee may exercise in order to carry out the objects of the Society are as follows:
 - (i) To (at the discretion of the Society) purchase take or lease or in exchange or hire or otherwise acquire any real or personal property and any rights or privileges and to sell, exchange, mortgage, let on bail or lease with or without option of purchase or in any manner dispose of any such property or rights aforesaid.
 - (ii) To borrow or otherwise raise money in such a manner as the Society may think fit.
 - (iii) To invest any moneys of the Society in such securities or investments as may be determined by the Committee with the same due care, diligence and skill that a prudent person of business would exercise in managing the affairs of others.
 - (iv) To enter into any contract or agreement for the purpose of furthering or attaining the objects of the Society.
 - (v) To take any other steps from time to time incidental or conducive to the carrying out and attainment of the objects of the Society.

14.0 PATRON

- (a) ~~The Society may elect a suitable person, distinguished by reason of his or her having rendered public services, to fill the office of Patron.~~
- (b) The Patron need not be a member of the Society.
- (c) ~~The Patron shall be entitled to receive notices of and to attend at any General Meeting of the Society.~~

15.0 FINANCE

- (a) The funds of the Society shall be kept in the name of Feilding and District Art Society Incorporated and shall be paid into an account at such bank or banks as the Committee shall determine.
- (b) The Chairperson or Secretary or treasurer or such other persons specifically appointed by the Committee are authorized to sign cheques drawn on the Society's account or as otherwise decided by resolution of the Committee.
- (c) Two signatures are required on all cheques and other negotiable documents drawn on bank accounts of the Society.

16.0 ANNUAL FINANCIAL STATEMENTS

- (a) Pursuant to the provisions of section 23 of the Act, the Treasurer shall at such time as the Registrar shall require, in each year to deliver to the Registrar a statement containing the following particulars:
 - (i) The income and expenditure of the Society during the past financial year.
 - (ii) Its particulars of all mortgages, charges, securities of any description (if any) affecting any property of the Society at the close of the financial year.
- (b) Prior to its transmission to the Registrar the said statement shall be submitted to the Committee and when transmitted it shall be accompanied by a certificate signed by an officer of the Society to the effect that the statement has been submitted to and approved by the members of the Society at a General Meeting

17.0 LEGAL PROCEEDINGS

No legal proceedings shall be commenced by or on behalf of the Society until and unless the same shall have been authorized by resolution of the Committee.

18.0 ALTERATION OF RULES

- (a) Subject to Rule 18(d), these Rules or any of them may be altered by way of repeal, amendment, addition or otherwise, by recommendation or approval of the Society and by a resolution passed by two-thirds majority of those present and entitled to vote at a duly convened Annual or Special General Meeting of the Society.

- (b) ~~At least twenty-eight (28) days notice, setting out clearly the nature of every proposed alteration to these Rules intended to be moved at an Annual or Special General Meeting shall be lodged with the secretary.~~
- (c) ~~Duplicate copies of every alteration to this Constitution shall forthwith be delivered to the Registrar in accordance with the requirements of Section 21 of the Act.~~
- (d) No alteration of these Rules will be permitted if the effect of such alteration is to detract or otherwise affect the charitable purposes for which the Society has been incorporated.

19.0 INDEMNITY OF OFFICERS

All officers of the Society and Members of the Board shall be indemnified by the Society from all losses, damages and expenses incurred by them in or about the discharge of their respective duties, except such as happens from their own respective neglect or act contrary to the Constitution of the Society.

20.0 POWER TO MAKE REGULATIONS, ETC

The Society shall have the power to make from time to time such regulations not inconsistent with the Constitution, as it may think necessary for the purpose of carrying out this Constitution and for the well being of the Society and also from time to time rescind or alter the same. ~~No regulation or rescision or alteration of any regulation shall be made at any meeting of the Society unless every member of the Society has had at least twenty-eight (28) days notice of the meeting and of the proposed regulation, rescision or alteration.~~

21.0 MATTERS UNPROVIDED FOR

~~If any question shall arise concerning any matter not provided for in this Constitution, the decision of the Society in General Meetings shall be final.~~

22.0 SOCIETY'S PUBLICATIONS

Any publication of the Society shall be under the general control of the Committee

23.0 MISCELLANEOUS

Any officer of the Society or any member of the Committee or any sub-committee hereof who shall become bankrupt or be convicted of any indictable offence shall immediately vacate office.

24.0 DISSOLUTION OF THE SOCIETY

- (a) If and when a resolution of members shall be passed at a General Meeting appointing a liquidator the Society shall be placed in liquidation in accordance with the provisions of section 24 of the Act, but every such resolution shall be confirmed at a subsequent General Meeting called for the purpose, and held not earlier than thirty (30) days after the date on which the resolution so to be confirmed shall have been passed.

- (b) In the event of the winding up of the Society, the property and surplus assets shall, subject to any trust affecting the same and after payment of all costs, debts and liabilities, be assigned, transferred or handed over to an exclusively charitable body or institution within New Zealand with like or similar objects to the Society and no part of the income of other moneys or property of the Society whatsoever shall be distributed to or be available for the private pecuniary gain of any member or associate.



Use this to find information about a particular charity.

Charity search results

Click on any charity name below to view more details. Single entity results will be in bold.

Note: the results below include Charities/Groups which have a previous name matching your criteria.

1 results

Charity Name	Registration Number	Registration Status	Registered Date
The Feilding And District Art Society Incorporated	CC34427	Registered	30/06/2008

The Charities Register

- [Search the Register](#)
- [Advanced Search](#) >
- [About the Charities Register](#) >
- [Charities' data 'how-to' guide](#) >
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- [Glossary](#) >

Rates Remission Application

Applicant details	
Valuation reference number(s)	1408142900
Name of organisation	Feilding and Districts Caledonian Society
Contact name	Megan Skiffington
Postal address	55 Weld Street Feilding
Phone	0277070407
Email	megan_skiffington@live.com
Website	
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC41719
What was the charity registration date?	30/06/2008
Please upload a copy of proof of charitable status	CC41719_CharitySummary.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	The FDCC exists to promote Scottish culture and provide access to Scottish artforms such as music and dance to its members, the national community of pipers and dancer, and the general public
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	The FDCC purpose aligns with the councils vision of Feilding as a diverse, and inclusive country town, with options for culture that help attract and retain residents.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	Our pipe band attend multiple local events and both the dancers and general public of Feilding enjoy our dancing events
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Our events, performances and dancing days are fully accessible to the public, and our hall is accessible to all types of mobility. The advertisement of our events through the community and on the internet gives residents the opportunity to participate in events.
Estimated number of active members, clients or participants	30

Do other organisations use your facilities? If yes, please give details of these organisations	Yes, local dance clubs, martial arts clubs, sports clubs and exercise clubs as well as personal users, all use our hall on a weekly basis.
Please attach here a copy of your organisation's constitution	FDSC Constitution.pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	2019 FDSC Final Performance report.pdf
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	Please note our organisations books are audited every year, however the 2020 accounts are currently with the auditor and will not be prepared in time for this submission. they will be available in late May.
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes

I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Performance Report

Feilding and Districts Caledonian Society and Pipe Band
Incorporated
As at 31 December 2019

Contents

- 3 Entity Information
- 4 Statement of Service Performance
- 5 Statement of Financial Performance
- 6 Statement of Financial Position
- 7 Statement of Cash Flows
- 8 Statement of Accounting Policies
- 10 Notes to the Performance Report

Entity Information

Feilding and Districts Caledonian Society and Pipe Band Incorporated For the year ended 31 December 2019

Legal Name of Entity

Feilding and Districts Caledonian Society and Pipe Band Incorporated

Entity Type and Legal Basis

Incorporated Society and Registered Charity

Registration Number

CC41719

Entity's Purpose or Mission

To promote the study of Scottish music, literature, songs and other accomplishments. To encourage Scottish dancing and the wearing of highland dress.

Entity Structure

The entity is governed by a Council consisting of a Chief, two Chieftains, Secretary, and Treasurer. Six elected members and two members nominated by the Pipe Band all of whom shall be members of the society and eligible to hold office.

Main Sources of Entity's Cash and Resources

The main sources of resources for the society are donations to the pipe band, hireage of the hall facility, entries for competitors at highland dancing events.

Main Methods Used by Entity to Raise Funds

The society pipe band performs at parades and events for donations, the society run dancing days and inglesides and hires out the society hall.

Entity's Reliance on Volunteers and Donated Goods or Services

The society is entirely reliant on volunteers to perform piping services, hall services, run events and undertake governance.

Postal Address

55 Weld Street, Feilding, Feilding, New Zealand, 4702

Statement of Service Performance

Feilding and Districts Caledonian Society and Pipe Band Incorporated For the year ended 31 December 2019

Description of Entity's Outcomes

With the intention of promoting Scottish music and dancing, the society will run two dancing days per year and the band will perform at appropriate events and opportunities.

	2019 \$	2018 \$
Description and Quantification of the Entity's Outputs		
Dancing days run with full programme including Wellington Centre Championship dances	2	2
Pipe band performed at appropriate events	16	9
Number of hall rentals	50	18

Statement of Financial Performance

Feilding and Districts Caledonian Society and Pipe Band Incorporated For the year ended 31 December 2019

	NOTES	2019 \$	2018 \$
Revenue			
Fees, subscriptions and other revenue from members	1	492	510
Revenue from providing goods or services	1	12,385	11,472
Interest, dividends and other investment revenue	1	2,176	2,580
Total Revenue		15,053	14,562
Expenses			
Volunteer and employee related costs	2	1,300	900
Costs related to providing goods or service	2	17,651	16,596
Depreciation	2	3,266	3,768
Total Expenses		22,217	21,264
Surplus/(Deficit) for the Year		(7,164)	(6,702)

Statement of Financial Position

Feilding and Districts Caledonian Society and Pipe Band Incorporated
As at 31 December 2019

	NOTES	2019 \$	2018 \$
Assets			
Current Assets			
Bank accounts and cash	3	79,013	83,247
Debtors and prepayments	4	562	881
Inventory		435	435
Total Current Assets		80,010	84,563
Non-Current Assets			
Property, Plant and Equipment	5	84,542	87,807
Investments	6	2,000	2,000
Total Non-Current Assets		86,542	89,807
Total Assets		166,552	174,370
Liabilities			
Current Liabilities			
Creditors and accrued expenses		460	1,115
Total Current Liabilities		460	1,115
Total Liabilities		460	1,115
Total Assets less Total Liabilities (Net Assets)		166,092	173,256
Accumulated Funds			
Accumulated surpluses or (deficits)	7	166,092	173,256
Total Accumulated Funds		166,092	173,256



23/3/2020

Statement of Cash Flows

Feilding and Districts Caledonian Society and Pipe Band Incorporated For the year ended 31 December 2019

	2019 \$	2018 \$
Cash Flows from Operating Activities		
Cash was received from:		
Fees, subscriptions and other receipts from members	492	510
Receipts from providing goods or services	12,385	11,472
Interest, dividends and other investment receipts	2,495	2,749
Total Cash was received from:	15,372	14,731
Cash was applied to:		
Payments to suppliers and employees	19,605	17,589
Total Cash was applied to:	19,605	17,589
Total Cash Flows from Operating Activities	(4,234)	(2,858)
Net Increase/(Decrease) in Cash	(4,234)	(2,858)
Bank Accounts		
Opening bank account balances	83,247	86,104
Closing bank account balances	79,013	83,247
Net change in cash for period	(4,234)	(2,858)

Statement of Accounting Policies

Feilding and Districts Caledonian Society and Pipe Band Incorporated For the year ended 31 December 2019

Basis of Preparation

Feilding and Districts Caledonian Society and Pipe Band Incorporated has elected to apply Public Benefit Entity Simple Format Reporting - Accrual (Not-for-Profit) (PBE SFR-A (NFP)), as established by the External Reporting Board for registered charities, on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000 for the last two annual reporting periods. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the Society will continue to operate as a going concern in the foreseeable future.

Revenue

Revenue is recognised to the extent that it is probably that the economic benefit will flow to the Society and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

- Donations, fundraising and other similar revenue
Donations are recognised upon receipt.
- Revenue from providing goods and services
Revenue is recognised in the period goods and services are provided.
- Interest revenue
Interest revenue is recognised as it accrues, using the effective interest method.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Stock on Hand

Stock on hand comprising ribbons and prizes is stated at cost.

Property Plant and Equipment

Property, plant and equipment are recorded at cost less aggregate depreciation provided at rates based on the estimated useful life of the asset.

Depreciation is charged on a straight line basis over the useful life of the asset. Depreciation is charged at rates calculated to allocate the cost of the asset over its remaining useful life. The depreciation rates used are:

Band Uniforms and Equipment	5-10% SL
Hall Furniture and Fittings	0-10% SL
Buildings and Improvements	1-15% SL

Goods and Services Tax (GST)

The Society is not registered for GST. Therefore all amounts are stated inclusive of GST (if any).

Income Tax

Feilding and Districts Caledonian Society and Pipe Band Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Feilding and Districts Caledonian Society and Pipe Band Incorporated For the year ended 31 December 2019

	2019 \$	2018 \$
1. Analysis of Receipts		
Fees, subscriptions and other receipts from members		
Member Subscriptions Band	447	375
Member Subscriptions Society	45	135
Total Fees, subscriptions and other receipts from members	492	510
Receipts from providing goods or services		
Dancing Days Receipts	3,273	2,507
Hall Rental	6,856	4,033
Ingleside	351	442
Band Parades/Donations	1,905	4,490
Total Receipts from providing goods or services	12,385	11,472
Interest, dividends and other investment receipts		
Interest Band	688	1,428
Interest Society	1,488	1,152
Total Interest, dividends and other investment receipts	2,176	2,580
	2019 \$	2018 \$

2. Analysis of Payments

Volunteer and employee related payments		
Honorarium Band	700	700
Honorarium Society	600	200
Total Volunteer and employee related payments	1,300	900
Payments relating to providing goods or services		
Affiliation Fees Band	691	659
Affiliation Fees Society	30	30
Audit	510	510
Cleaning Hall	1,128	1,188
Dancing Days	2,963	3,067
General Band	600	72
General Society	223	391
Ingleside	328	130
Insurance Hall	2,659	2,655
Insurance Band	400	400
Lawns Hall	960	1,040
Licences and Fees Society	109	108
Power Hall	1,911	1,424
Printing and Stationery	159	219
Rates Hall	4,284	4,050
Repairs & Maintenance Hall	635	402

	2019 \$	2018 \$
Travel Band	60	250
Total Payments relating to providing goods or services	17,651	16,596
Depreciation		
Depreciation Band	1,283	1,372
Depreciation Hall	1,983	2,396
Total Depreciation	3,266	3,768
	2019 \$	2018 \$

3. Bank accounts

Westpac 01 Band Account	7,517	7,803
Westpac 02 Society Account	4,926	562
Westpac Deposit 04 - Band Uniform/Equipment Fund	10,373	10,045
Westpac Deposit 06 - Band Uniform/Equipment Fund	-	10,181
Westpac Deposit 07 - Band Uniform Insurance Fund	10,095	9,775
Westpac Deposit 08 - Hall Maintenance Fund	26,041	25,209
Westpac Deposit 13 - Bank Uniform Insurance Fund	11,562	11,172
Westpac Deposit 14 - Hall Maintenance Fund	8,500	8,500
Total Bank accounts	79,013	83,247
	2019 \$	2018 \$

4. Debtors and prepayments

Accrued Interest	562	881
Total Debtors and prepayments	562	881

5. Property, Plant and Equipment

This year

Asset Class	Opening Carrying Amount \$	Purchases \$	Sales/Disposals \$	Current Year Depreciation and Impairment \$	Closing Carrying Amount \$
Land and Buildings	79900			940	78960
Hall Furniture and Fixtures	5277			1043	4234
Band Uniforms and Equipment	2630			1283	1347
Total	87807			3266	84542

Last year

Asset Class	Opening Carrying Amount \$	Purchases \$	Sales/Disposals \$	Current Year Depreciation and Impairment \$	Closing Carrying Amount \$
Land and buildings	80840			940	79900
Hall Furniture and Fixtures	6341			1064	5277

Band Uniforms and Equipment	4394		1764	2630
Total	91575		3768	87807

2019 \$ 2018 \$

6. Investments

McIntosh & Signal - A MacDonald Fund for Dancing	2,000	2,000
Total Investments	2,000	2,000

7. Accumulated Funds

This year

Description	Capital Contributed by Owners or Members \$	Accumulated Surpluses or Deficits \$	Reserves \$	Total \$
Opening Balance		173,256		173,256
Capital contributed by owners or members				
Capital returned to owners or members				
Surplus/(Deficit)		(7,164)		(7,164)
Distributions paid to owners or members				
Transfer to Reserves				
Transfer from Reserves				
Closing Balance		166,092		166,092

Last year

Description	Capital Contributed by Owners or Members \$	Accumulated Surpluses or Deficits \$	Reserves \$	Total \$
Opening Balance		181,153		181,153
Prior Period Adjustment		(1,195)		(1,195)
Adjusted Opening Balance		179,958		179,958
Capital contributed by owners or members				
Capital returned to owners or members				
Surplus/(Deficit)		(6,702)		(6,702)
Distributions paid to owners or members				
Transfer to Reserves				

Transfer from Reserves				
Closing Balance		173,256		173,256

8. Related Parties

The following members received the following payments for services

Name	Remuneration	2019 Value of Transactions \$	2018 Value of Transactions \$	2019 Value of Transactions \$	2018 Amount Outstanding \$
R Cotton Member	Honorarium Hall cleaning services	200 818	200 655	-	655
C Sinclair Pipe Major	Honorarium Piping fees	250 -	250 100	-	-
A Cotton Drum Sergeant	Honorarium	250	250	-	-
W Hopping Secretary	Honorarium	-	200	-	-
K Staples Chief	Honorarium	200	-	-	-
C Laing Treasurer	Honorarium	200	-	-	-
M Skiffington Secretary	Honorarium	200	-	-	-

9. Events After the Balance Date

From December 2019, the Coronavirus disease (COVID-19) significantly impacted society and businesses on an international scale. This has caused many businesses to halt operations, as well as public gatherings to be cancelled in an attempt to limit spread of the disease. Due to this, Feilding and Districts Caledonian Society and Pipe Band Incorporated has implemented safety procedures by Closing access to the hall for hirers and stopping all band practices and performances for an unknown extended period. The estimated financial effect cannot be accurately determined, at this time however, it will be significant.

FEILDING & DISTRICTS CALEDONIAN SOCIETY & PIPE BAND INC

Changes to the Rules as adopted on 22 March 2009

Clause 39(c) will now read

“Shall be given or transferred to some other **Charitable** Institution or Society to be determined by a meeting to be held at or before the time of winding up or dissolution by the Registrar, and in default thereof to such **Charitable** Institution or Institutions as a Judge of the High Court of New Zealand who may have or acquire jurisdiction in the manner of Public Charities in the Provincial District of Wellington may direct”

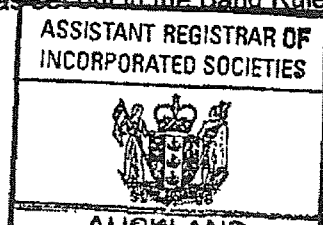
Clause 2(a) will now read “To cultivate social activities of a Scottish Nature”

Clause 2(d) will now read “To conduct Sports, Concerts and other entertainments and amusements of a Scottish Nature”.

"A"

**FEILDING & DISTRICTS CALEDONIAN SOCIETY
& PIPE BAND INCORPORATED**

1. The name of the Society shall be "The Feilding & Districts Caledonian Society and Pipe Band Incorporated."
2. The Objects for which the Society is established are:
 - (a) To cultivate social activities amongst its members.
 - (b) To promote the study of Scottish Music, Literature, Songs and other accomplishments.
 - (c) To encourage Scottish Dancing and the wearing of the Highland Dress.
 - (d) To conduct Sports, Concerts and other entertainments and amusements of a nature either public or private.
 - (e) To acquire property both real and personal of whatsoever kind and nature and to erect and furnish buildings.
 - (f) To invest and deal with the moneys of the Society not immediately required upon such securities and in such manner as the Council from time to time may decide.
 - (g) To borrow or raise money required by the Society and to give security by way of Debentures and/or Mortgages of real or personal property or otherwise on all or any part of the Society's assets and upon such terms and conditions as the Council shall deem expedient.
 - (h) To let the whole or any part of the Society's property for such terms at such rental or on such terms as may be thought proper by the Council.
 - (i) To insure the Society's assets.
 - (j) To sell or dispose of the Society's assets, or any of them.
3. It shall also be an object of the Society to further the interests of the Pipe Band and to assist with the financing of the Band. The management of the Band shall be as set out in the Band Rules herein set forth.



- 4.1 Every Candidate for membership of the Society shall make application on the prescribed form which shall be signed by the applicant and shall be proposed by one member and seconded by another member. The Candidate shall deposit with the Secretary the specified subscription which amount shall be refunded if the proposal is rejected and credited as the current year's subscription if accepted.
- 4.2 Society family concessions only apply to the immediate family of full members.
- 4.3 Membership to consist of-
 - (a) Full members over the age of Fifteen (15) years
 - (b) Playing members of the Pipe Band.
 - (c) Junior members under the age of Fifteen (15) years with a reduced subscription and no voting power.
 - (d) "Family" with children under Fifteen (15) years no voting power.
5. The subscription shall be a fee determined by the Council from time to time.
6. The financial year of the Society shall commence on the 1st day of January in each year, or such date as the Society may decide.
7. Provided due subscription is paid prior to commencement of Annual or Special General Meeting, a member will be financial and may vote at such meetings.
8. Any members whose subscription is in arrears may on resolution of the Council have his or her membership of the Society terminated and any member may by notice in writing to the Secretary resign from membership of the Society but in either case shall remain liable for subscriptions due up to the date of termination of membership or resignation as the case may be.

9. The Annual General Meeting of the Society shall be held in the month of April on the night fixed by the Council. Due notice of the Annual Meeting shall be given to every member by posting to that member at least seven days before the date of such meeting a notice setting forth the date and place of such meeting and the business to be transacted thereat. The Council may however dispense with such notice provided that seven clear days notice of the time and place of such Meeting and the business to be transacted thereat is published at least twice in a Newspaper circulating in the Feilding District.
10. At the Annual General Meeting of the Society the Treasurer shall present a Balance Sheet and Statement of Accounts, which shall have been duly audited by the Auditor appointed by the Society.
11. The Society shall be governed by a Council (herein referred to as "the Council") consisting of a Chief, two Chieftains, Secretary and Treasurer, six elected members and two members nominated by the Pipe Band all of whom shall be members of the Society and eligible to hold Office. An Honorary Patron may be elected.
- 12.1 The proposed Chief must have served for at least one term on the Council prior to nomination or be a current member of the Council.
- 12.2 If the Chief's position becomes vacant during the year a Special General Meeting be held to fill the vacancy.
- 12.3 All Office bearers shall hold office for one year but shall be eligible for re-election.
- 12.4 The duties of the elected Officers shall be:-

Chief

To preside at all meetings of the Society or Council. To act as the Society's Titular Head and to represent the Society as required;

Chieftains

To support the Chief and to act in his stead as occasions may require;

Secretary

- (a) To record and keep the records of all meetings of the Society or Council
- (b) To present such record at the next meeting
- (c) To deal with correspondence, inwards or outwards, as directed by the Society or Council
- (d) To undertake such incidental duties as may be required by the Society or Council

Treasurer

- (a) To keep suitable Books of Account
- (b) To deal with all moneys received and make all necessary payments as directed by the Society or Council
- (c) To present regular financial statements to the Council and ensure that financial limits are not exceeded
- (d) To present the Annual Accounts in accordance with Rule 10.

12.5 That a Hall Custodian be elected whose responsibilities will be to take bookings for the Society Hall and be responsible for keeping records of same and the hiring of any hall equipment as approved by Council and collect hall rentals and issue receipts for same and pay money received to the Treasurer.

13. The Council shall have the power to deal with all matters affecting the management of the Society.

14. The Council shall meet throughout the year at intervals not greater than one month.
15. If any vacancy in the Council shall occur, the remaining members shall have power to elect a member of the Society to fill such vacancy.
16. Should any members of the Council be absent from three consecutive meetings of the Council without sending an apology, the position shall be deemed vacant and the vacancy filled by the Council
17. The Council shall have the power to appoint to honorary membership any person approved by the Council. Such membership shall not confer any voting rights on the recipient
- 17.1 The Council may also confer honorary life membership on any member for distinguished or valuable service rendered to the Society. Any such member may hold office and enjoy full membership of the Society.
- 17.2 Each member of the Council, except he or she upon whom has been conferred the honour of Life Membership in accordance with the previous paragraph, shall pay the requisite subscription by 30th day of June following the Annual General Meeting at which he or she was elected to the Council or shall forfeit office from the 1st day of July immediately following. Re-instatement on payment of the subscription due shall only be at the discretion of a majority of the remaining Council members.
18. The Council shall have power to appoint sub-committees for any particular purpose and members of any subcommittee need not be members of the Council. No such sub-committee shall have the power to incur expenses on behalf of the Society without prior authority from the Council. The Chief and Secretary shall be given the power to call a meeting of such sub-committee to deal with any urgent matters.

19. Should any officer or member of the Society be guilty of misconduct toward the Society, the Council may after notifying such person in writing and after hearing their explanation (or in their absence should they decline to explain) suspend and/or remove them from office and membership.
20. An Auditor shall be elected at each Annual General Meeting of the Society and the retiring Auditor shall be eligible for re-election. Once at least in every year the accounts of the Society shall be examined, and the correctness thereof and of the Balance Sheet ascertained by the Auditor.
21. At the meetings, either of the Society or the Council the Chairman shall have a deliberative, and in the case of an equality of voting, a casting vote.
22. At all meetings, the order of business (subject in all things to the nature, scope and authority of the meetings) shall be as follows:-
 - (a) Reading minutes of previous meeting
 - (b) Reading and dealing with correspondence
 - (c) Election of new members
 - (d) Election of officers
 - (e) Receiving and dealing with reports of Committees
 - (f) Special business of which notice of motion has been given
 - (g) General business
23. The Chief and Secretary shall be ex-officio members of all sub-committees. The Chief not necessarily to be Chairman and the Secretary not necessarily to be Secretary of those Subcommittees.
24. A Special General Meeting of the Society may be called as the Council may deem necessary, and shall be called promptly at the written request of ten members; such request to state in explicit terms the reason for calling such meeting. At least seven days notice of any Special General Meeting, shall, unless otherwise provided in these Rules be given to each member by posting to them a notice setting forth the date of such meeting and the business to be considered thereat.

25. A Special Meeting of the Council shall be called promptly on the written request of three of its members, such request to state in explicit terms the reason for calling such meeting.
26. Attendances at Inglesides shall be for members, paying patrons, and for visitors approved by the Council.
27. The charges for admission to the Inglesides, and other functions of the Society shall be determined by the Council.
28. Members of the Society shall keep the Secretary informed as to their postal addresses, and a notice posted to a members postal address shall be taken and deemed legal and sufficient notice for all purposes of the Society.
- 29.1 All funds of the Society shall be held for the time being in accounts in Banks approved by the Council. All Bank Accounts shall be operated on by the Chief and the Secretary and Treasurer and one other nominated person appointed annually by the Council that any two to sign.
- 29.2 The Band under special conditions, may have the power to spend on urgent requirements when at a contest or at other times when the Council cannot be contacted. The Treasurer to be notified as soon as possible. This must not exceed the limit determined by the Council.
- 29.3 No cheques be signed by two members of same family even if holding the position of Chief, Secretary or Treasurer. In this case another Trustee is to be appointed.
30. The Chief shall if possible, preside at all meetings of the Society and of the Council, and should the Chief be absent a Chieftain shall preside. In the absence of the Chief and Chieftains, the members present shall elect a chairman for the time being.

31. The Council may from time to time make, alter or rescind by-laws not repugnant to or conflicting with those Rules as they may deem advisable.
32. The quorum necessary at meetings before business may be transacted shall be as follows:

Council Meetings Five (5) Financial Members
General Meetings Thirteen (13) Financial Members
33. Should anything occur for which provision has not been made, or which is alleged not to have been made in these Rules, the Council shall determine it in such a manner as they shall think fit, and they may afterwards if they deem it necessary draft a Rule or Rules dealing with such occurrences, for submission to a General meeting of members as provided in Rule 35.
34. The Council shall be indemnified by the Society against all legal proceedings that may be instituted against them on account of any decision given by them in exercise of their office.
35. No addition to or alteration of the non profit aims, personal benefit clause or the winding up clause shall be approved without the prior approval of Inland Revenue, and the provisions and effects of this clause shall not be removed from this document and shall also be included and implied into any document replacing this document.
36. No member of the organisation or any other person associated with a member shall participate in or materially influence any decision made by the organization in respect of payment to or on behalf of that member. Any such income paid shall be reasonable and relative to that which would be paid in an arms length transaction (being the open market value).
37. The Society shall have a Common Seal which shall be kept in the custody of the Secretary, and shall not be affixed to any documents except in pursuance of a resolution of the Council, and all documents to which the seal of the Society is affixed shall be signed by the Chief and Secretary.

38. Voting at all meetings shall be by show of hands, or by ballot (in the ordinary manner) if demanded by Five (5) members before the question is put.
39. The Society may be wound up voluntarily in the manner provided by the Incorporated Societies Act 1908. If upon winding up, or dissolution by the Registrar of the Society there remains, after the satisfaction of all its debts and liabilities, any property whatsoever the same shall be distributed to:-
- (a) The Feilding & Districts Caledonian Society's Pipe Band.
 - (b) Should the Band be wound up also at the same time or any subsequent time the same shall not be paid to or distributed among the members of the Society, but
 - (c) Shall be given or transferred to some other Institution or Society to be determined by a meeting to be held at or before the time of winding up or dissolution by the Registrar, and in default thereof to such Institution or Institutions as a Judge of the High Court of New Zealand who may have or acquire jurisdiction in the manner of Public Charities in the Provincial District of Wellington may direct.
40. The Registered Office of the Society shall be at the residence of the Secretary for the time being, or at any such other place that may be appointed by the Council. Due notice of the situation of the Office and of any change therein shall be given to the Registrar by the Society. All correspondence to be referred to 55 Weld Street, Feilding

The Band shall be known as the "The Feilding and District Caledonian Society's Pipe Band". Plus any title deemed necessary for any sponsorship deal approved by Council

41. The Band Members shall elect officers of the Band as follows:

Drum Major, Pipe Major, Pipe Sergeant, Pipe Corporal, Drum Sergeant, Drum Corporal, Drill Instructor, and Manager (The Drill Instructor and Manager to be elected at the discretion of the Band Members and Custodian). All officers to be financial Members

Their duties are:

Drum Major: shall have full control of the Pipers and Drummers at engagements, processions, drilling or marching. He/She must be competent to give instruction in marching and countermarching.

Pipe Major: Shall be qualified to give practical instruction in Pipe Music and have full control and charge of the Pipers from a musical standpoint.

Pipe Sergeant: In the absence of the Pipe Major, shall act in his/her stead, and also keep a correct roll of all attendances of Pipers and Drummers at practices, engagements and performances.

Pipe Corporal

In the absence of the Pipe Major and Pipe Sergeant shall act in their stead.

Drum Sergeant

Shall have charge of the drum and be responsible for their being kept in good order. He/She must be competent to instruct in drumming and shall have full control of drummers from a musical standpoint.

Drum Corporal

In the absence of the Drum Sergeant shall act in his/her stead.

Drill Instructor

Should the Band Members elect a Drill Instructor he/she shall assist the Drum Major in drilling Band Members, and shall be competent to instruct

the Band in all Contest and Ceremonial drill, and, when drilling the Band, he/she shall have full control.

Custodian

A Custodian shall be appointed to keep a record of all uniforms supplied to the Society's Band Members. All such Society's property issued shall be signed for in a book kept for the purpose. He/She shall report to the President or Secretary of the Society, any loss of property or damage, without delay and table once every three months a report concerning his/her custodianship. He/She shall submit to the committee of the Society an inventory of all property entrusted to his care or keeping when required. When equipment is issued to a person under the age of majority the issuing book is to be signed by a Parent or Guardian as well as the member.

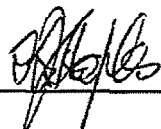
42. (a) All uniforms, instruments, and other property which has, at any time been purchased by the Society for the use of its Band, shall remain the property of the said Society, and shall be preserved by Band Members in first class condition.

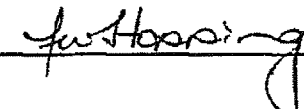
(b) Any member willfully or carelessly destroying or damaging the Society's property will be liable to be proceeded against for the value thereof, according to law.
43. The Band Meeting shall be attended by all playing members of the Band, and two representatives from the Society's Council. A quorum shall consist of seven. The two Society Reps to have full voting power at Band Meetings.
44. The Band shall elect a Secretary whose duties shall be to handle the working affairs of the Band, such as sending out notices, attending to the minutes of all Band Meetings, and shall at all times, keep in close touch with the General Secretary of the Feilding & District Caledonian Society.
45. It shall be the duty of the Band to hold regular meetings for the purpose of arranging matters pertaining to the welfare of the Band, and shall control the Band's activities, such as practices, parades and general welfare, and


table a report of Band Meetings at the following monthly meeting of the Feilding & Districts Caledonian Society Council after their meeting.

46. The Band may levy its Members to cover such incidentals which have no connection to the Society. This money to be handed to Society's Treasurer to be banked in the Band Account.
47. The Pipe Band shall elect annually two of its members to the Society's Council, who shall have full voting power
48. The Pipe Band shall have the right to accept or reject public engagements, but shall be obliged to parade in part or as a whole at any function of the Feilding and District Caledonian Society when required.
49. All Band members must be duly nominated and elected members of the Feilding & District Caledonian Society. They shall pay the first year's subscription only, and enjoy full membership privileges as long as they remain playing members of the Pipe Band.
50. Any Band Member requiring to be absent from active membership of the Band for a period from one to three months, must apply for, and be granted, leave of absence. If the absence is to be for a longer period than three months, each member must make a new application for membership before being readmitted.
51. Any member who is absent from practices or parades without due notice in writing for a period of three months is automatically discharged from the Band as a playing member.
52. The Band shall complete their own STANDING ORDERS for internal administration and discipline and have them conspicuously displayed in the Band Hall. The Band Officers will be responsible for their enforcement.

53. The Band shall elect annually representatives from their number to sit on the Executive of the Wellington Hawkes Bay Pipe Band Centre in accordance to Centre Rules

Signed 
Office Held Chief.

Signed 
Office Held Secretary.

Signed 
Office Held Treasurer





Charity Summary

Registration Number:	CC41719
Registration Date:	30/06/2008
Charity Name:	Feilding And Districts Caledonian Society And Pipe Band Incorporated

Charity Details

Trading Name

Registration Details

Registration Status:	Registered
Balance Date:	December 31
IRD Number:	Restricted
NZBN Number:	9429042713258

Address for Service:

Charity's Postal Address: 55 Weld Street
Feilding 4702

Charity's Street Address: 55 Weld Street
Feilding 4702

Charity's other details

Phone:
Fax:
Email: fdcs.dancing@yahoo.com
Website:
Facebook:
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Hawke's Bay, Taranaki, Manawatu - Wanganui, Wellington - Wairarapa
Percentage spent overseas 2

Purpose & Structure

Purpose

Promotion of Scottish Culture

Entity Structure

Pipe Band, Highland Dancing and other Scottish Cultural activities

Activities

Main Activity: Other (please state)
Activities: Other: Scottish Activities

Sectors

Main Sector: Arts / culture / heritage
Sectors: Arts / culture / heritage, Sport / recreation

Beneficiaries

Main Beneficiary: General public
Beneficiaries: Children / young people, Other charities, Older people, People with disabilities, People of a certain ethnic / racial origin, General public

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
01/01/2021	31/12/2020			AR015
14/06/2020	31/12/2019	15,053	22,217	AR014
28/06/2019	31/12/2018	14,562	21,264	AR013
22/06/2018	31/12/2017	11,518	15,716	AR012
19/09/2017	31/12/2016	8,080	7,524	AR009
15/03/2018	31/12/2015	5,375	14,717	AR011
29/07/2015	31/12/2014	21,302	27,203	AR008
09/04/2015	31/12/2013	21,302	27,203	AR007
02/07/2013	31/12/2012	30,404	38,488	AR006
03/09/2012	31/12/2011	29,366	29,685	AR005
01/08/2011	31/12/2010	26,642	26,098	AR004
27/10/2010	31/12/2009	30,012	27,892	AR002
27/10/2010	31/12/2008	35,850	38,042	AR003

Officer Details

Current Officers

Name	Officer Type	Position	Position Appointment Date
Carol Laing	Individual	Treasurer	24/04/2018
Megan Skiffington	Individual	Secretary	24/04/2018
Kevin Staples	Individual	Chief	18/03/2008

Past Officers

Name	Officer Type	Position	Last Date as an Officer
Blair Hopping	Individual	Committee	31/12/2016
Matthew Hopping	Individual	Committee	31/12/2016
Rae Cotton	Individual	Band Representative	31/12/2016
Valerie Staples	Individual	Committee Member	31/12/2016
Wilson Hopping	Individual	Committee Member	31/12/2016
Maureen Sinclair	Individual	Chieftain	31/03/2009
Liam Argyle	Individual	Committee	27/03/2012
Wendy Hopping	Individual	Secretary	24/04/2018
Blair Hopping	Individual	Committee Member	23/03/2010
Colin Sinclair	Individual	Committee Member	23/03/2010
Freda Hopping	Individual	Secretary	23/03/2010
Matthew Hopping	Individual	Committee Member	23/03/2010
Gordon Koberstein	Individual	Committee	11/03/2014
Ruth Robertstein	Individual	Committee Member	11/03/2014
Vivien Cotton	Individual	Treasurer	11/03/2014

Rates Remission Application

Applicant details	
Valuation reference number(s)	14101 370 00
Name of organisation	Feilding and Districts Steam Rail Society
Contact name	Carol Leckie
Postal address	28 Gladstone Street, Feilding P O Box 197 Feilding
Phone	323 9455
Email	dennisleckie301@gmail.com
Website	www.steamrail.org.nz
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC24390
What was the charity registration date?	15 May 2008
Please upload a copy of proof of charitable status	Charities Commission registration.jpeg
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	We provide general public participation in recreational activities such as excursions, open days and community organisation visits and talks. Just as important, we also provide our 50 + volunteers and 100 + members with the opportunity to engage in a variety of ways such as management, engineering, marketing, catering and administration. We provide opportunities for members to share collective skills with each other, from young people, mature trades, beneficiaries and professionals in employment. Many retired/trades/professionals willingly offer their time, experience and skills to keep our operating museum in working order. The Society is operated entirely by volunteers with a shared interest and passion from across the Manawatu to benefit all members of the local community and beyond.
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	We work with local businesses on a variety of things such as, catering, marketing, engineering and manual trades. We provide local residents with the opportunity to visit and experience heritage rail carriages, a steam locomotive and a diesel locomotive. We

	<p>have relocated and restored the historic Taonui station and we are in the process of restoring the Longburn signal box, gifted to us by a local resident and relocated by goodwill from McIntosh cranes. Both good examples of protecting physical resources from Manawatu District bygone era. We provide rail excursions for local residents and visitors to the Manawatu enabling them to see aspects of the Manawatu countryside that are not seen from roadways (eg Manawatu Gorge) and bring family and visitors together in a fun and enjoyable shared experience.</p>
<p>Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents</p>	<p>We provide a unique and fun opportunity for residents to be involved with the restoration of heritage rail vehicles and Manawatu rail property. We provide learning experiences for young and old and a social service for those seeking to be involved in worthwhile projects that benefit the wider community. We provide unique opportunity for families to invite friends and family from outside of the area to join with them on our rail excursions and visit otherwise hard to see, or unseen parts of the region. Our recent trips have included people from Taranaki, Auckland and Hamilton.</p>
<p>Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate</p>	<p>We hold open days, we have visits from other community groups, we provide talks to other community groups and we have an open invitation for residents to join us on our journey to restore local historic buildings and heritage rail vehicles.</p> <p>We also provide the opportunity for the general public to take part in our numerous rail excursions.</p>
<p>Estimated number of active members, clients or participants</p>	<p>50 + volunteers, 100 + members, approximately 3000 passengers and approximately 1000 visitors to our yard</p>
<p>Do other organisations use your facilities? If yes, please give details of these organisations</p>	<p>Yes, recent visits have been from the Manawatu Classic car club, PN Model Engineering club, Metlife Care Home, Feilding Intermediate school and Hapaitia Kohanga Reo.</p> <p>Prior to Covid 19, most of the schools in Feilding and several childcare centres have also visited our yards.</p>
<p>Please attach here a copy of your organisation's constitution</p>	<p>Constitution - 2020.pdf</p>

Finance details	
Please attach here a copy of your most recent audited financial accounts	Financial report 2020.pdf
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	Attached is a statement regarding our financial reserves and information about our organisation
Please attach any supporting documents here	Reserves.docx Who we are.docx
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact	Yes

details provided in this application, retaining and using these details	
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes



Feilding and District
Steam Rail Society
Incorporated

PO Box 197
Feilding
New Zealand

Tel: 06 323 5444
www.steamrail.org.nz

1 July 2020

STATEMENT ON RESERVE

Feilding Steam Rail holds reserves, including the remainder of a specific bequest (\$224,993) from local resident Arnold Curtis.

The bequest reserve is tagged in our financial accounts to use towards the upgrade of our steam locomotive, WAB 794 and Diesel locomotive DA 1401. The steam locomotive work has included body repairs, gearbox, drive couplings, cab and fittings, compressor, generator, engine, chassis/frame, brakes wheels, batteries and wiring.

A lot of this work is nearing completion, however we still have fabrication work on the cab and body and painting to complete. This work has to be done to a safety standard set down by Kiwirail to enable the locomotive to run on the main trunk line.

From our own surpluses and reserves, we are also refurbishing a heritage buffet car which includes the renewal of the sub frame and, several other carriages and vehicles. The refurbishment of the historic Taonui station has also been managed from within our funds and we also have the Longburn signal box in our yard to restore.

Our reserves are needed to be able to complete this and other work.

When complete, these assets will provide significant historical insights into the past.



Feilding and District Steam Rail Society Incorporated

PO Box 197
Feilding
New Zealand

Tel: 06 323 5444
www.steamrail.org.nz

About Feilding and District Steam Rail Society Incorporated

Feilding and District Steam Rail Society Incorporated is a railway preservation society established in 1996. It is a registered Charity and it relies on grant funding and small profits from excursions to keep things running and in good working order.

The purpose of the organisation is to rebuild and maintain heritage railway stock so that it can be enjoyed, used and experienced by people in the Manawatu and beyond through regular excursions and open days that the society hosts.

Volunteer base and members

The Society is run entirely by volunteers.

Approximately 50 volunteers aged from 14 to 75+ are currently actively giving of their time and skills. A predominant number of the volunteers are men with a wide variety of skills, expertise and knowledge. They are provided with the opportunity to volunteer their time to restore and keep machinery and equipment in running order and, at the same time they mentor younger members of the society and preserve important pieces of New Zealand locomotive heritage for the pleasure and education of the public for many years to come.

Other society volunteers are involved in being great Kiwi hosts, administering excursions, catering and management.

Our membership is consistently over 100.

Excursions

The Society has run excursions for the past 18 years. Currently we run 8 to 9 excursions on the main trunk line using heritage carriages for the enjoyment and experience of members of the community. Some of our past excursions have included The Candlelight Express, Halcombe ANZAC day, Mad Hatters, Peas Pie and Pud to Taumaranui, and Chateaux Tongariro.

Ticket sales, passenger numbers, visitors to our site and general enquiries from members of the public all tell us that we are running excursions that people want to be part of.

Feilding and District Steam Rail Society Incorporated

Performance Report

For the year ended
30 June 2020

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Feilding and District Steam Rail Society Incorporated

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
30 June 2020

Legal Name of Entity:* Feilding and District Steam Rail Society Incorporated

Other Name of Entity (if any): Feilding Steam Rail

Type of Entity and Legal Basis (if any):* Non-Profit Organisation Incorporated Society

Registration Number: CC24390

Entity's Purpose or Mission: *

Railway preservation society. Rail excursions to the paying public to destinations in the lower North Island. To educate people about rail travel and preservation. To be open to visits to our depot by interested parties.

Entity Structure: *

Management Committee consisting of: Chairman, Secretary, Treasurer, and General Manager, along with 7 others from members elected at the annual AGM in September. Number of sub-committees supporting the Management Committee, eg. Excursions, Engineering, Catering. All decisions are subject to veto by Management Committee.

Feilding and District Steam Rail Society Incorporated

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
30 June 2020

Main Sources of the Entity's Cash and Resources:*

Surplus created from excursions (up to ten per year) Open Weekend at Depot in November. Rent from 2 degrees mobile phone tower site. Fundraising events and souvenir sales.

Main Methods Used by the Entity to Raise Funds:*

Excursions, Souvenirs, Depot visits eg. Schools, Fundraising events and Charity Grants.

Entity's Reliance on Volunteers and Donated Goods or Services: *

Totally dependent on voluntary labour for all activities. No paid employees. Work not able to be done by volunteers is outsourced, eg. Heavy engineering work.



Feilding and District Steam Rail Society Incorporated

Entity Information

"Who are we?", "Why do we exist?"

For the year ended
30 June 2020

Additional Information:*

Contact details

Physical Address:

26-28 Gladstone St, Feilding

Postal Address:

PO Box 197, Feilding 4740

Phone/Fax:

06 323 5444 & 06 323 3311

Email/Website:

www.steamrail.org.nz



www.facebook.com/FeildingSteamRail/

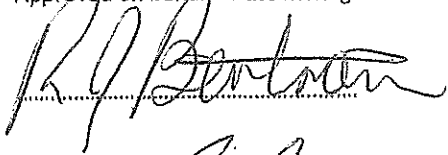


Feilding and District Steam Rail Society Incorporated

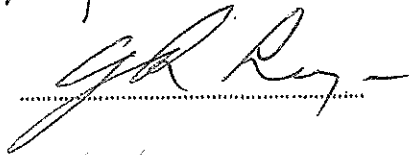
**Approval of Financial Report
For the year ended
30 June 2020**

The management committee is pleased to present the approved financial report of The Society for the year ended 30 June 2020.


Approved on behalf of the management committee



Chairman



Treasurer

 Date

Feilding and District Steam Rail Society Incorporated

Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at
30 June 2020

	Note	Actual* This Year \$	Actual* Last Year \$
Assets			
Current Assets			
Bank accounts and cash*	3	317,619	305,520
Debtors and prepayments*	3	11,346	26,023
Inventory*	3	6,084	8,152
Other current assets	3	2,110	5,374
Total Current Assets		337,159	345,069
Non-Current Assets			
Property, plant and equipment*	4	965,014	990,602
Investments*			
Other non-current assets			
Total Non-Current Assets		965,014	990,602
Total Assets*		1,302,173	1,335,671
Liabilities			
Current Liabilities			
Bank overdraft*			
Creditors and accrued expenses*	3	38,414	78,289
Employee costs payable*			
Unused donations and grants with conditions*			
Other current liabilities	3	-	-
Total Current Liabilities		38,414	78,289
Non-Current Liabilities			
Loans*	3	71,000	71,000
Other non-current liabilities			
Total Non-Current liabilities		71,000	71,000
Total Liabilities*		109,414	149,289
Total Assets less Total Liabilities (Net Assets)*		1,192,759	1,186,382
Accumulated Funds			
Capital contributed by owners or members*	5	-	-
Accumulated surpluses or (deficits)*	5	1,192,759	1,186,382
Reserves*		-	-
Total Accumulated Funds*		1,192,759	1,186,382

Feilding and District Steam Rail Society Incorporated

Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

30 June 2020

	Actual* This Year \$	Actual* Last Year \$
Cash Flows from Operating Activities*		
Cash was received from:		
Donations, fundraising and other similar receipts*	46,776	16,297
Fees, subscriptions and other receipts from members*	3,357	2,543
Receipts from providing goods or services*	327,376	316,591
Interest, dividends and other investment receipts*	1,775	5,560
Net GST	3,264	15,331
Cash was applied to:		
Payments to suppliers and employees*	360,097	347,211
Net Cash Flows from Operating Activities*	22,451	9,111
Cash flows from Investing and Financing Activities*		
Cash was received from:		
Receipts from the sale of property, plant and equipment*		
Receipts from the sale of investments*		
Proceeds from loans borrowed from other parties*		
Capital contributed from owners or members*		
Cash was applied to:		
Payments to acquire property, plant and equipment*	10,352	44,245
Payments to purchase investments*		
Repayments of loans borrowed from other parties*		
Capital repaid to owners or members*		
Net Cash Flows from Investing and Financing Activities*	(10,352)	(44,245)
Net Increase / (Decrease) in Cash*	12,099	(35,134)
Opening Cash*	305,520	340,654
Closing Cash*	317,619	305,520
This is represented by:		
Bank Accounts and Cash*	317,619	305,520

Feilding and District Steam Rail Society Incorporated

Statement of Accounting Policies

"How did we do our accounting?"

For the year ended
30 June 2020

Basis of Preparation*

Feilding and District Steam Rail Society Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)*

All amounts are recorded exclusive of GST. The amount of GST receivable or payable at 30 June 2020 is shown in the Statement of Financial Position as a current asset or current liability, as the case may be.

Income Tax

The Society has an exemption from Income Tax under sec. CW 46 Income Tax Act 2007. The Society is registered under the Charities Act 2005.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Debtors & Stock on hand

Sundry Debtors are shown at their net realizable value. Stock on hand is shown at the lower of cost or net realizable value.

Fixed Assets & Depreciation

Fixed assets are valued initially at cost and subsequently revalued as stated below. Land & Buildings have been revalued to an independent valuation obtained at the time of acquiring the property. F Group contribution assets have been valued at valuations comparable to assets owned by similar organization plus improvements. Other assets have been valued at cost. Depreciation - Buildings and Engines currently in use are depreciated at rates appropriate to the useful life of the assets. Rates used are: Buildings 3% p.a Cost Price, Engines 6% p.a DV, Shunters & Wagons 6% p.a DV, Carriages 6% p.a DV, Fences Tracks and Lights 8-16% p.a DV, Other Assets 13-24% p.a DV.

Grant Income

Grants received are recognized in operating revenues, unless specific conditions attached to a grant and repayment of the grant is required where these conditions are not met. In these cases, the grant is treated as a liability until the conditions are met.

Stock on Hand

Stock on hand is shown at the lower of cost or net realizable value.

Feilding and District Steam Rail Society Incorporated
Notes to the Performance Report
For the year ended
30 June 2020

Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Fundraising revenue, Donations and other similar revenue	Fundraising	10,528	6,404
	Grants for current operations	28,843	2,314
	Donations	6,602	1,599
	Sausage Sizzles	(672)	102
	Raffle	4,642	2,711
Total		49,943	13,130
Fees, subscriptions and other revenue from members	Fees and subscriptions from members	3,357	2,543
	Total		3,357
Revenue from providing goods or services	Charters	435	16,343
	Train Trips	336,310	240,582
	Trading Souvenirs	3,897	4,174
	Rental	7,259	7,363
	Sundry	1,365	2,468
Total		349,266	270,930
Interest, dividends and other investment revenue	Interest	1,775	5,560
Total		1,775	5,560
Other revenue	Sale of Surplus Equipment	1,957	3,286
	Bequest		
Total		1,957	3,286

Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended
30 June 2020

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Expenses related to public fundraising			
	Total	-	-
Expenses related to volunteer and employee related costs			
		This Year \$	Last Year \$
	Contractors	17,333	
	Total	17,333	-
Expenses related to providing goods or services			
		This Year \$	Last Year \$
	Charter Expenses		15,694
	Excursion Expenses	252,039	218,778
	Engine Oils and fuels	1,983	2,280
	R&M Engines & Carriages	21,173	29,264
	Souvenirs Purchases	2,414	3,914
	Power	2,462	2,247
	Rates	6,732	6,139
	Rubbish Disposal	342	940
	Consumables	3,852	2,610
	Rent	6,480	6,364
	Minor Capital Expenses	1,363	2,160
	Property/Building R&M	4,645	4,663
	Other Train Running Expenses	6,203	11,327
	Conference Expenses/Membership	1,782	1,493
	Communication Costs	2,862	3,024
	Licence Fees	1,752	2,162
	Postage Secretarial Expenses	447	387
	Promotion	261	51
	Training	7,728	3,321
	Staff Entertainment	296	311
	Society Expenses	1,039	458
	Consultancy	7,473	
	Other/Sundry	574	913
	Total	333,902	318,500
Grants and donations made			
		This Year \$	Last Year \$
	Grants refunded	10,000	
	Total	10,000	-
Other expenses			
		This Year \$	Last Year \$
	Audit Fees	2,323	3,213
	Transport	250	250
	Depreciation	35,940	33,525
	Bank Fees	170	248
	Interest	3	7
	Total	38,686	37,243

Feilding and District Steam Rail Society Incorporated

Statement of Service Performance

"What did we do?", When did we do it?"

For the year ended

30 June 2020

Description of the Entity's Outcomes*:

Providing enjoyable, quality, affordable excursions for passengers on excursions. Providing transport for passengers coming to Feilding for Christmas Parade.

Description and Quantification (to the extent practicable) of the Entity's Outputs:*	Actual*	Actual*
	This Year	Last Year
6 Trips through Manawatu Gorge	–	226
1 Trip to Chateau for lunch	373	273
1 Trip to Taranaki	473	351
1 Trip to Woodville	345	538
Christmas Parade Train	–	614
1 Trip to Te Kuiti	–	228
1 Trip to Masterton for Lunch (2 trips in 2018 year)	–	180
1 Trip to Napier	281	483
1 Trip to Taumaranui	–	273
4 Trips Around the Block	1345	–
Total number of Passengers Carried	2817	3166

Additional Information:

In 2019 there were two charters, one to Pahiatua for rail photographers and one to Halcombe for ANZAC day. Planned trips to Whanganui and Taihape did not happen due to operational reasons. In 2020 trips in the yard were run for local schools.



Feilding and District Steam Rail Society Incorporated

Statement of Financial Performance

"How was it funded?" and "What did it cost?"

For the year ended

30 June 2020

	Note	Actual* This Year \$	Actual* Last Year \$
Revenue			
Donations, fundraising and other similar revenue*	1	49,943	13,130
Fees, subscriptions and other revenue from members*	1	3,357	2,543
Revenue from providing goods or services*	1	349,266	270,930
Interest, dividends and other investment revenue*	1	1,775	5,560
Other revenue	1	1,957	3,286
Total Revenue*		406,298	295,449
Expenses			
Expenses related to public fundraising*			
Volunteer and employee related costs*		17,333	
Costs related to providing goods or services*	2	333,902	318,500
Grants and donations made*	2	10,000	
Other expenses	2	38,686	37,243
Total Expenses*		399,921	355,743
Surplus/(Deficit) from operations for the Year*		6,377	(60,294)



Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended

30 June 2020

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash	Westpac Cheque Account	1,453	1,027
	Westpac Savings Account	10,540	3,176
	Westpac Souvenir Account	433	195
	Westpac Excursion Account	60,319	29,251
	Westpac Imprest Account	206	896
	ANZ Bank	1,351	1,468
	ANZ Bank - Curtis Bequest	224,993	235,278
	Paypal	18,324	34,229
	Total		317,619
Debtors and prepayments	Sundry Debtors	11,346	26,023
	Total	11,346	26,023
	Inventory	6,084	8,152
Total		6,084	8,152
Other current assets	GST Clearing Account	2,110	5,374
	Total	2,110	5,374
Investments		-	-
Total		-	-
Other non-current assets		-	-
	Total	-	-

Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended
30 June 2020

Note 3 : Analysis of Assets and Liabilities

Liability Item	Analysis	This Year \$	Last Year \$
Creditors and accrued expenses	Sundry Creditors	5,042	3,225
	Trip Deposits	33,372	71,897
	Unspent Grants		3,167
	Total	38,414	78,289
Liability Item	Analysis	This Year \$	Last Year \$
Employee costs payable			
	Total	-	-
Liability Item	Analysis	This Year \$	Last Year \$
Unused donations and grants with conditions			
	Total	-	-
Liability Item	Analysis	This Year \$	Last Year \$
Other current liabilities	GST		
	Total	-	-

Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended
30 June 2020

Note 3 : Analysis of Assets and Liabilities

Liability Item	Analysis	This Year \$	Last Year \$
Loans	Mortgage - MDC	71,000	71,000
	Total	71,000	71,000
		This Year \$	Last Year \$
Other non-current liabilities			
	Total	-	-

Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended
30 June 2020

Note 4 : Property, Plant and Equipment

This Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*	72,000			-	72,000
Track*	193,999	1,750		5,099	190,650
Fence*	12,502			1,250	11,252
Yard Improvements*	431			69	362
Buildings*	247,412			11,995	235,417
Other Plant*	41,701	8,602		2,267	48,036
Office Equipment*	1,517			364	1,153
Vehicles	-				-
Engines	104,513			3,951	100,562
Carriages	288,473			9,597	278,876
Shunting Tractor/Wagons	28,054			1,348	26,706
Total	990,602	10,352	-	35,940	965,014

Last Year					
Asset Class*	Opening Carrying Amount*	Purchases	Sales/Disposals	Current Year Depreciation and Impairment*	Closing Carrying Amount*
Land*	72,000			-	72,000
Track*	160,476	36,410		2,887	193,999
Fence*	13,891			1,389	12,502
Yard Improvements*	513			82	431
Buildings*	259,408			11,996	247,412
Other Plant*	38,690	3,857		846	41,701
Office Equipment*	1,996			479	1,517
Vehicles	-				-
Engines	108,716			4,203	104,513
Carriages	294,704	3,978		10,209	288,473
Shunting Tractor/Wagons	29,488			1,434	28,054
Total	979,882	44,245	-	33,525	990,602

Feilding and District Steam Rail Society Incorporated
Notes to the Performance Report
For the year ended
30 June 2020

Note 5: Accumulated Funds

Description*	This Year			
	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance	-	1,186,382	-	1,186,382
Capital contributed by owners or members*	-	-	-	-
Capital returned to owners or members*	-	-	-	-
Surplus/(Deficit)*	-	6,377	-	6,377
Transfer to Reserves*	-	-	-	-
Transfer from Reserves*	-	-	-	-
Closing Balance	-	1,192,759	-	1,192,759
Last Year				
	Capital Contributed by Owners or Members*	Accumulated Surpluses or Deficits*	Reserves*	Total*
Opening Balance	-	1,246,676	-	1,246,676
Capital contributed by owners or members*	-	-	-	-
Capital returned to owners or members*	-	-	-	-
Surplus/(Deficit)*	-	(60,294)	-	(60,294)
Distributions paid to owners or members*	-	-	-	-
Transfer to Reserves*	-	-	-	-
Transfer from Reserves*	-	-	-	-
Closing Balance	-	1,186,382	-	1,186,382

Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended
30 June 2020

Note 6 : Commitments and Contingencies

Commitments

There is a Lease Commitment on Railway Land for 9 years from 01.09.2016, commitment \$6000 + GST p.a, rent increases 2% each 31 August - final expiry 31.08.2025.

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Bank Overdraft Facility

The society has a \$5,000 overdraft limit with Westpac Bank NZ. The current interest rate is 10.85% p.a.

Feilding and District Steam Rail Society Incorporated

Notes to the Performance Report

For the year ended
30 June 2020

Notes 7-12

Note 7: Other

Assets Used as Security for Liabilities*

Nature and Amount of Borrowing*	Nature and Amount of Asset Used as Security*
MDC - unregistered mortgage	\$71,000 interest free repayable upon expiry of the project. The term of the loan is for as long as the Society continues to operate a facility for the preservation and storage of steam engines in Feilding.

Note 8: Assets Held on Behalf of Others*

Description of the Assets Held*	

Note 9: Related Party Transactions*

Related Party Disclosures:

S Anderson was contracted during the year to perform operational management services. The amounts paid to him totalled \$11,255. He is on the governance committee of the society. (2019:Nil)

Note 10: Events After the Balance Date*

Events After the Balance Date:

On 11 March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March 2020, New Zealand increased its COVID-19 alert level to level 4 and a nationwide lockdown commenced. As part of this lockdown the society closed. On 28 April 2020, New Zealand went to alert level 3. On 14 May 2020, New Zealand went to alert level 2. On 9 June 2020, New Zealand went to alert level 1. At this time the full financial impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to Feilding and District Steam Rail Society Incorporated.

Note 11: Ability to Continue Operating*

The Committee believes the Society has the resources to be able to continue to operate for twelve months from the balance date.

Note 12: Grants

	Brought Forward	Received	Spent	Carried Forward
Eastern Central Energy Trust		6,950.00	6,950.00	
Feilding Manchester Lions		540.50	540.50	
NZ Lottery Grants Board		5,000.00	5,000.00	
Rail Heritage Trust		3,185.50	3,185.50	
Trillian Trust		3,167.00	3,167.00	
Mainland Foundation (refunded in March 2020)		10,000.00	10,000.00	
TOTAL		28,843.00	28,843.00	

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the members of Feilding and District Steam Rail Society Incorporated

Report on the Performance Reports

We have reviewed the accompanying performance report of Feilding and District Steam Rail Society Incorporated, which comprise the statement of financial position as at 30 June 2020 and the statement of financial performance, entity information, statement of service performance and statement of cash flows for the year ended 30 June 2020 and a summary of significant accounting policies and other explanatory information.

Committee's responsibility for the Performance Reports

The Committee is responsible on behalf of the entity for:

- (a). Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b). The committee are responsible for the preparation and fair presentation of the performance report which comprises:

- The entity information; and
- The statement of service performance; and
- The statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report.

In accordance with the Public Benefit Entity Simple Format Reporting- Accrual (Not For Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

- (c). For such internal control as the committee determine necessary to enable the presentation of the performance report that is free from material misstatement, whether due to fraud or error.

The Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report. We conducted my review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Review Engagements (New Zealand) (ISRE (NZ) 2400

Pinny & Associates



(Revised) and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) (ISRE (NZ) 3000(Revised). Those standards require us to conclude whether anything has come to my attention that causes me to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting-Accrual (Not For Profit). Those standards require that we comply with ethical requirements

A review of the performance report in accordance with ISRE (NZ) 2400 (Revised) is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgment, including identifying areas where the risk of material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised). Accordingly we do not express an audit opinion on the performance report.

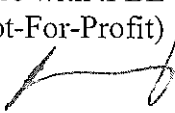
Other than in my capacity as assurance practitioner, I have no relationship or interest in Feilding and District Steam Rail Society Incorporated.

CONCLUSION

Based on our review, nothing has come to our attention that causes us to believe that:

- (a). The reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are not suitable;
- (b). The performance report on pages 1 to 18 does not present fairly, in all material respects,
 - The financial position of Feilding and District Steam Rail Society Incorporated as at 30 June 2020 and statement of financial performance and its cash flows for the year then ended; and
 - The entity information and service performance for the year then ended.

In accordance with .PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit)


Pinny & Associates Ltd.
Assurance Practitioner.
Palmerston North
23 November 2020

Pinny & Associates

Chartered Accountants



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND

Constitution and Rules
Of the
Feilding and District Steam Rail Society Incorporated

1 NAME

The name of the Society shall be the Feilding and District Steam Rail Society Incorporated. It is also known as Feilding Steam Rail.

2 INTERPRETATION

In the constitution, except where a contrary intention is obvious:

“Society” means Feilding and District Steam Rail Society Incorporated

“Member” generally means all classes of members, unless preceded by the words “ordinary”, “family”, “life”, “junior”, “financial”.

“Membership” shall carry a similar interpretation as “member”

“Rules” means the Constitution of the Society and any other rules or bylaws that the management committee shall from time to time deem necessary.

“Committee” means the Executive Committee of the Society.

“General Meeting” means any gathering of ordinary and other members, called in the manner prescribed elsewhere in this Constitution, for the purposes of discussing and resolving any Society matters deemed necessary by the Committee or individual members.

“Misconduct” means, with reference to any member of the Society:

- (a) Any act or acts carried out which are contrary to any provision of this constitution; or
- (b) Any act or acts against statutory or common law, directed at or towards the Society; or
- (c) Any statement made, or act or acts carried out which, by their nature, would bring, or are likely to bring, the good name of the society in to disrepute; or
- (d) Any involvement in activities, which by their similar nature, are in direct competition with those of the Society, and are likely to have a detrimental effect on the Society’s welfare, income, or public support and/or acts likely to be misconstrued by the general public as being part of or associated with the Society’s activities; or
- (e) Any act contrary to the provisions of the safety Case, the safety System or any Policy, Standard, Code or Procedure arising from them (e.g. the society’s Drug and Alcohol Policy)

Words importing the singular number shall include the plural number and vice versa, and words importing only the masculine gender shall include the feminine.

3 REGISTERED OFFICE

The registered office of the Society shall be at such place as the Committee may determine. The Secretary shall give notice to the Registrar of Incorporated Societies of any change of place.

4 OBJECTS

The objects of the Society shall be to:

- 4.1.1 Restore, refurbish, maintain, renovate and operate working steam and diesel and other locomotives, rolling stock and railway equipment for the benefit of all persons in New Zealand.
- 4.1.2 Undertake anything else to achieve the above.
- 4.1.3 Maintain, be responsible for, and provide facilities for steam locomotives, rolling stock and equipment owned, leased or managed by the Society.
- 4.1.4 Promote the activities set out in that section of the constitution titled ACTIVITIES.
- 4.1.5 To undertake and execute any charitable work within Manawatu or elsewhere in New Zealand.

5 ACTIVITIES

The activities of the Society shall be to:

- 5.1.1 Acquire, buy, rent or lease a site or sites suitable for the storage of locomotives, rolling stock, spares and equipment.
- 5.1.2 Construct or provide a building or buildings suitable for the protection of the above mentioned, and to promote a suitable environment for their restoration, preservation or renovation.
- 5.1.3 Acquire, store and catalogue a comprehensive stock of spare parts for the maintenance and servicing of steam locomotives and rolling stock;
- 5.1.4 Promote, where practical, usage of locomotives or rolling stock by way of excursions or other similar activities for the benefit of the public, the Society and its members.
- 5.1.5 Conduct such social activities as the Committee may from time to time determine.
- 5.1.6 Publish, print, distribute and advertise, periodicals, books, magazines, or other printed matter on topics of railway or related interest, or which relates to the Society's activities.

6 POWERS

The Society will have the widest possible powers to do anything which may be necessary to promote the Society's objects including:

- 6.1 To raise, receive, hold and administer funds from subscriptions,

- donations, legacies, grants and any other sources for the furtherance of the objects of the Society.
- 6.2 To secure in such manner as the Society shall think fit the repayment of any moneys borrowed or raised by the Society AND to give and execute any mortgages, AND other instruments as security for such payments and repay, redeem or purchase any such securities.
 - 6.3 To accept the custody, control and manage any real or personal property which may be bequeathed or donated to the Society. And to carry out any trusts attached to gifts or bequests to the Society.
 - 6.4 To invest all moneys held by the Society in investments authorised by law in New Zealand for the investment of trust funds.
 - 6.5 To raise money and to obtain property to further the objects of the Society.
 - 6.6 To operate trading and savings accounts with a Bank.
 - 6.7 To institute, defend, compromise or abandon legal proceedings involving the property or affairs of the Society.
 - 6.8 To appoint any subcommittee for any purpose it deems necessary to achieve the objects and delegate any of its powers and duties to that subcommittee.
 - 6.9 To regulate its meetings as it thinks fit.
 - 6.10 To appoint and remunerate, subject to paragraph 9.2 and 9.3, from the membership or otherwise, any persons to assist the Committee with the business of the Society.
 - 6.11 To organise any fund-raising activities in furtherance of the objects of the Society.
 - 6.12 To refuse, at its discretion, any application for membership.
 - 6.13 To appoint any person to act as editor or publisher for any Society publications and to fix amounts to be charged for such publications.
 - 6.14 To suspend or dismiss such other officers, staff, employees or servants as may be required.
 - 6.15 To allow non-members to participate in any Society activity.
 - 6.16 To decline, at its discretion, any particular application or applications, whether from members or non-members, to participate in any trip, tour, excursion, or other activity of the society.
 - 6.17 To impose such penalties as may be considered necessary for the enforcement of the rules of the society, pursuant to section 3 of the Incorporated Societies Amendment Act 1922.
 - 6.18 To make satisfactory arrangements for the co-operation with other organisations whose objects are altogether or in part similar to those of the Society, and to arrange affiliations with such organisations where desirable.

- 6.19 To acquire by way of purchase, lease or otherwise any real or personal property and sell any of the same on terms and conditions as it thinks fit.
- 6.20 To raise or borrow such sums of money as is necessary or expedient for the purposes of the society, upon mortgage or other charge of any real leasehold or personal property of the Society. And to issue such debenture or mortgage charging the whole of any part of the assets of the Society or to borrow money from its bankers or other persons with or without security.
- 6.21 To enter into negotiations, contracts, agreements or undertakings in the name and on behalf of the Society that it considers to be in the interests of the Society.
- 6.22 To invest and deal with all moneys of the Society, not immediately required, upon such securities and in such manner as it may determine.
- 6.23 To authorise the use of the Common Seal of the Society.
- 6.24 To carry on any business in New Zealand.
- 6.25 To apply for, and receive financial grants for, and on behalf of the society.
- 6.26 To guarantee and give guarantees and to indemnify and give indemnities for the payment of money or the performance of contract or obligations of any Society, including this Society, company, trust board, or other organisation not formed for profit, and having objects altogether or in part similar to those of the society.
- 6.27 To deal with any contingency not provided for in this Constitution.

7 SERVICE OF NOTICES

- 7.1 Notices shall be deemed to be served if given in writing by any means at the current postal/email address recorded in the member register.
- 7.2 It shall be the responsibility of the members to keep the secretary informed of their current address.

8 MEMBERSHIP AND VOTING RIGHTS

- 8.1 There shall be four classes of members: "Life Members", "Family Members", "Junior Members" and "Ordinary Members".
- 8.2 Life Members: Any person, who the Society decides at its AGM, may be declared a Life member for the rest of their lifetime. They shall be entitled to one vote.
- 8.3 Junior Members: Any person under the age of 18 years (at the commencement of the financial year) may become a Junior Members. They shall have no vote if under the age of 14 years.

- 8.4 Ordinary Members: Any person 18 years or over (at the commencement of the financial year) may become an Ordinary member. They shall be entitled to one vote.
- 8.5 Family Members: Family membership shall be available to family groups consisting of at least one adult and partner or offspring. There shall be one vote per family.
- 8.6 Prospective members must complete a membership form and submit it to the Secretary along with the subscription fees.

9 CONDUCT AND RESPONSIBILITY OF MEMBERS

- 9.1 No members shall derive any pecuniary gain from the property or operations of the Society. The income of the Society from all sources shall be applied solely towards the promotion of the objects of the Society and no portion of the funds shall be paid directly or indirectly by way of bonus or dividend to any member of the Society. This does not prevent the reimbursement or reasonable expenses to members.
- 9.2 Payment to a member of the Society, or person associated with a member, must be for goods or services that advance the purposes of the Society. Such payments must be reasonable and consistent with payments that would be made between unrelated parties.
- 9.3 No member of the Society, or anyone associated with a member, may take part in or influence any decision made by the Society in respect of payments of any income, benefit or advantage to or on behalf of that member or associated person.
- 9.4 No member of the Society is entitled to use the name of the Society, or the fact that they are a member of the Society, when endeavouring to obtain personal favours from any outside person or organisation, nor in any circumstances which may lead other persons to misconstrue their communication as an official communication on behalf of the Society.
- 9.5 The Society will not be held responsible for any acts or statements of individuals members made without the express authority of the Committee.
- 9.6 Members shall not hold the Society, or any other party involved, responsible in respect of personal injury, damage or loss of personal property, suffered by members whilst participating in the Society's activities or visits arranged by the Society to private premises, or places not normally open to the public.
- 9.7 Members of the Society shall maintain a high and exemplary standard of conduct at all times when travelling on trains or on railway property or engaged in any activity that may be construed as society activity.
- 9.8 Any member who is of the belief that any action, whether carried by the Committee or on its authority, or by any individual member, is

inconsistent with any provision of the Constitution, may bring such action to the notice of the Committee, who shall ensure that if such inconsistency exists, remedial action is taken in a judicial manner.

- 9.9 Members of the Society shall familiarise themselves with the requirements of the Society's safety Case and safety System (including associated documents), undertake any required training programmes to maintain or increase their level of expertise, and if the situation arises accept any necessary and prescribed disciplinary action taken by officers appointed by the Committee.

10 TERMINATION OF MEMBERSHIP

Membership of the Society shall be terminated at any time by any one of the following:

- 10.1 Voluntary resignation in writing.
- 10.2 Formal decision of the committee based on belief of a member's misconduct, or action(s) detrimental to the Society's interests. A notice of intention must first be given the member. The member concerned will have the right of appeal to the Committee as follows:
- a) Within 14 days of receipt of a notice of intention of termination of membership, the member concerned may either forward a written submission to the secretary for consideration of appeal by the Committee, or may give written notice of their wish to appear personally before the Committee.
 - b) On receipt of either a written submission or a notice of intention to appear, the secretary must call, within 28 days of receipt, a meeting of the Committee to either hear the appeals from the member, or consider the written submission.
 - c) If the member makes no appeal against the intention of termination of membership, their membership is terminated and the member shall be given notice in writing of the decision to terminate the membership.
- 10.3 On death.
- 10.4 Non payment of subscription fees by 31 October.
- 10.5 There shall be no refund of subscriptions paid.

11 PATRON

- 11.1 The members present and entitled to vote, at a general meeting, may appoint any person as patron of the Society.
- 11.2 Any person so appointed shall receive the same rights, privileges and responsibilities as ordinary members.
- 11.3 The term of office of a patron shall be for an indefinite period, or a specified number of years, as determined at the general meeting at which such appointment is made.

12 COMMITTEE AND OFFICERS

- 12.1 The Committee shall consist of a Chairperson, Treasurer, Secretary and up to eight other members to be elected at the annual general meeting (AGM). The number of Committee members shall be determined at each AGM.
- 12.2 In the event of any vacancy occurring in the Committee during the year the remaining Committee members can either co-opt a new member to fill the vacancy until the next AGM or not fill the vacancy.
- 12.3 The Committee may co-opt new Committee members when necessary.
- 12.4 The office of any officer or member of the Committee shall be vacated if the holder:
 - 12.4.1 Ceases to be a member of the society for any reason
 - 12.4.2 Voluntarily resigns from the committee
 - 12.4.3 Is removed from office by resolution of at least two-thirds of the members voting in person at a special general meeting convened for that purpose
 - 12.4.4 Any member of the Committee failing to attend three consecutive meetings, unless leave of absence is given by the Committee, shall be deemed to have resigned from the Committee.
- 12.5 Decisions arising at any meeting of the Committee shall be determined by a majority of votes. If the voting is equal, the Chairperson shall have the casting vote.
- 12.6 The Chairperson may, at any time, summons a meeting of the Committee.
- 12.7 The Committee shall appoint a Deputy Chairperson.

13 RESPONSIBILITIES OF THE COMMITTEE

The Committee shall be responsible for:

- 13.1 Controlling generally the affairs and all the activities of the Society.
- 13.2 Controlling the Society's finances and ensuring that authority to make payments on behalf of the Society is clearly delegated
- 13.3 Ensuring the safe custody of the society's property.
- 13.4 Appointing executive officers to control the various activities of the Society and to assist members of the Committee.
- 13.5 Arranging any other activities, in addition to those already mentioned, provided that such additional activities are in furtherance of the objects of the Society.
- 13.6 Any formal contract entered into by the Committee for and on behalf of the Society shall be by written deed, carrying the common seal of the Society, and a copy of every such deed shall be available for inspection by any member of the society by appointment with the Secretary.

- 13.7 Every decision of the Committee which is not inconsistent with, or does not purport to repeal or alter anything contained in this Constitution or any resolution of any general meeting of the Society shall be general binding on all members until it is cancelled, amended or reversed by at least two thirds of the members voting in person at an annual or special general meeting.
- 13.8 All Committee members and appointed officers shall be required to:
- 13.8.1 Make a declaration of association (DoA) with any other rail organisation(s) on acceptance of nomination for Committee membership and during their term when a change is made. Associations to be declared include (but are not limited to) membership of, employment by, and connections through friends or family relationships with other rail organisations.
 - 13.8.2 On election or appointment, sign a non-disclosure agreement (NDA) protecting the commercial and/or financial interests of the Society and abide by any lawful decision reached by the Committee in the event of a breach of the NDA. Sanctions for breaches of the NDA may include (but are not limited to) suspension from attending committee meetings and/or from membership of the Society, pending a formal hearing.
 - 13.8.3 Make a declaration of conflict of interest (DoCI) regarding any personal ownership of property under discussion at a meeting.

14 DUTIES AND RESPONSIBILITIES OF OFFICERS

The duties of the following officers include the following.

14.1 Chairperson

Present to the AGM an Annual Report covering all aspects of the Society's activities during the previous financial year ended 30 June.

14.2 Deputy Chairperson

Assist the Committee and the Chairperson with the running of the Society, shall stand in for the Chairperson in their absence as required, and may have other duties as defined by the Committee from time to time.

14.3 Secretary

Keep minutes of all meetings of the Society and the Committee, a register of all members of the Society (in accordance with the Incorporated Societies Act 1908) showing the names, addresses, and dates they became members, remind unpaid members of subscriptions not paid after three months of becoming due, conduct correspondence of the Society and the Committee, and perform general secretarial duties.

14.4 Treasurer

Receive all moneys of the Society and promptly pay the same into such bank(s) as the Committee shall appoint, pay accounts promptly,

keep all accounts of the Society and prepare a statement of financial position and a statement of financial performance to be submitted to the AGM of the Society.

15 CHEQUES

All cheques drawn on the Society's cheque accounts shall be signed by two approved members of the Committee. Any direct credit for the payments of accounts shall be approved by a second approved member of the Committee.

16 AUDIT

The accounts shall be audited or reviewed as required by law. The auditor/reviewer shall be an accredited professional who shall be independent of the Society.

17 PUBLIC STATEMENTS

Public statements on behalf of the Society shall be made only by the Chairperson or on his express authority.

18 GENERAL AND SPECIAL MEETINGS

18.1 The AGM of the Society shall be held within three months after the balance date each year for the purposes of considering the Annual Report and the statement of financial position and the statement of financial performance, election of Committee, fixing the amount of subscriptions, appointment of auditor/reviewer, and such other business as shall have been specified in the notice convening the meeting.

18.2 A special General Meeting may be convened whenever the Committee considers it necessary or advisable to do so, or shall be called by the Secretary within 14 days after they receive a written request to that effect signed by no less than 10 members of the Society, specifying the reason for the meeting.

18.3 No business shall be transacted at any Special General meeting except that specified in the notice calling the meeting.

18.4 Fourteen days' notice of any General Meeting (Special or Annual) must be given. The notice must specify the place, time, date and purpose of the meeting, and shall be given to every member of the Society.

18.5 Motions arising at any General Meeting (Special or Annual) (except the election of the Committee members which is done by ballot) shall be determined by a majority of 75% ascertained by a show of hands, but by ballot if required by any members present. Voting members may appoint a proxy, who must be a voting member present at the meeting, by written notice to the Secretary. In the event of equality of votes the Chairperson shall have a casting vote.

- 18.6 No members shall be eligible to vote, unless they are a financial or life member.
- 18.7 Balloted votes for election of officers and Committee members shall be counted by at least two scrutineers appointed by the meeting.
- 18.8 At a General meeting a quorum shall consist of 10 members who are qualified to vote being personally present.
- 18.9 The chairperson, if present, shall occupy the chair. In the event of their absence, or their express wish not to occupy the chair, the deputy Chairperson may occupy the chair, or failing them, the meeting shall elect from the members present a chairperson who shall not be the Secretary or the Treasurer.

18.10 If an election is required for the positions of Chairperson, Treasurer, Secretary and/or Committee, all members are to be notified of the candidates by the Secretary at least 3 days prior to the AGM.

18.11 All candidates for the position of Treasurer are to supply a resumé of qualifications and experience to the Secretary at the time of nomination. Members will be advised of this information when notified of the candidates.

19 COMMITTEE MEETINGS

- 19.1 The next meeting of the Committee shall be set by the Committee at the end of each meeting. If three members of the Committee sign a requisition asking for a meeting, it must be called.
- 19.2 Only officers and members of the Committee may attend a Committee meeting as of right, but other persons may attend as observers and speak only at the invitation of the Committee
- 19.3 At all meetings of the Committee 50% of the committee members shall form a quorum.
- 19.4 The chairperson, if present, shall occupy the chair. In the event of their absence, or their express wish not to occupy the chair, the deputy Chairperson may occupy the chair, or failing them, the meeting shall elect from the members present a chairperson.

20 SUBSCRIPTIONS

The Annual subscription shall be fixed at the AGM and shall be due on 1 July each year. The Committee shall have the power to remit the subscription of any member if the circumstances justify it doing so.

21 FINANCIAL YEARS

The financial year for the Society shall be from 1 July to 30 June the following year.

22 LIABILITY

No officer of the Society shall be liable for the acts, receipts, neglects, or defaults of any officer of the Society or for any loss occasioned by any error of judgement or oversight on their part or for any other damage, misfortune whatever which shall happen in the execution of the duties or their office or in relation to them unless the same happens through their own wilful default or dishonesty.

23 PROPERTY OF THE SOCIETY

23.1 A comprehensive list of the Society's property and assets shall be made available to members of the Society.

23.2 Prior to the disposal of, or any scrapping of any of the Society's heritage property it shall first be offered to other heritage rail organisations.

24 COMMON SEAL

The Society shall have a Common Seal to be kept by the Secretary. It shall only be fixed to an instrument, deed, paper or other writing by resolution of the Committee.

25 ALTERATION OF RULES

These rules can only be altered by the decision of a majority of 75% of members attending a special general meeting called for that purpose, provided that no alteration or addition can be made to the charitable objects, personal benefit or the winding up clauses that materially detracts from the charitable nature of the Society.

26 WINDING UP

26.1 If a majority of members present at a general meeting convened for the purpose, resolve that the Society be dissolved as from a date to be named, such resolution is to be confirmed at a subsequent General Meeting as provided for by Section 24 of the Incorporated Societies Act 1908. Notice of any such resolution is to be sent to the Registrar of Incorporated Societies.

26.2 On winding up, any assets remaining after the satisfaction of all liabilities shall be disposed of to a similar charitable organisation as decided upon by the members at the meeting.

27 CONSTITUTION BINDING ON MEMBERS

27.1 All members shall, by virtue of their membership, be bound by the rules in this Constitution, and by any rules which from time to time the Committee may formally advise the members of the society, and by the Safety Case and Safety System as approved by the New Zealand Transport Agency.

27.2 Upon admission to the Society, or as soon as soon as practical

afterwards, each member shall have a copy of the Constitution made available to them.

- 27.3 No member shall be absolved from the effect of this Constitution on the grounds that they do not have full knowledge of it, or of any provision in it.
- 27.4 A copy of the Constitution and all its amendments shall be kept in the office of the Society available for inspection by members.
- 27.5 A copy of the Safety Case and Safety System (including associated documents) shall be kept in the Society's office available for inspection by members.

Certificate of Registration

Feilding And District Steam Rail Society Incorporated

Registration number: CC24390

This is to certify that Feilding And District Steam Rail Society Incorporated was registered as a charitable entity under the Charities Act 2005 on 15 May 2008.



Chair
Charities Commission



Chief Executive
Charities Commission

Rates Remission Application

Applicant details	
Valuation reference number(s)	14101 053 00
Name of organisation	Feilding Baptist Church
Contact name	Eleanor Keyte-Bailey
Postal address	P O Box 401 Feilding 4740
Phone	06 323 5063
Email	info@feildingbaptist.org.nz
Website	fbc.org.nz
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC22059
What was the charity registration date?	24/03/2008
Please upload a copy of proof of charitable status	Charities Commission Registration.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	Feilding Baptist Church where you can belong...where you can grow....where you can serve. To fulfil this mission we aim to meet regularly for worship, prayer, teaching, fellowship and encouragement. Foster personal & spiritual growth through participation in our activities & ministries both within the church and within the community. Express the love of God to the community through programmes run by the church and through the practical service of individual members
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	Manawatu District Council - I quote "Our people delivering great service to our community." Our worship services and teaching encourage us in service through our programmes for youth - ICONZ (Boys Brigade), Girls Brigade and our Mainly Music programme for preschoolers/Mothers and Carers, as well as individual spontaneous care of friends and neighbours in the community. During Covid Lockdown many participated in the pick up & delivery of goods/prescriptions to those shut in.
Demonstrate how your organisation's service or services meet the current and	Our programmes aim to lay a good foundation for 'good living', law abiding, outward looking , generous caring citizens. With this foundation

future needs of Manawatū District residents	built on over the years the young folk will mature into healthy law abiding citizens who will also care for their environment. A good foundation helps folk make good life-style choices.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Our buildings are available for hire. We currently have a regular booking by Te Aho o Te Kura Pounamu (Correspondence School); RTLB, Education Branch often request to use our building for training teachers. We offer it free of charge to Order of St John (Ambulance) and to Keep Feilding Beautiful. Requests for Birthdays and Celebration of Life (funeral family gatherings), funerals and weddings. An Indian wedding reception was held at the beginning of 2020. Young folk come from Marton to ICONZ & Girls Brigade. Apart from our full time minister and part time cleaner all activities are run by Volunteers.
Estimated number of active members, clients or participants	About 60 actual members but with attendances of 87 adults & teenagers and 22 children
Do other organisations use your facilities? If yes, please give details of these organisations	Order of St John-Ambulance and area training; Correspondence School; RTLB; Orchid Society annual show; Keep Feilding Beautiful; Friendship Force; Idea Services South Street.
Please attach here a copy of your organisation's constitution	FBC Constitution final 18 10 18.pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	Performance Report December 2020.pdf
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	We have constant affirmation of our facility. We adapt the hall walls to enlarge or minimise the space needed for an event. We also use the auditorium, which is designated for our church services, for use to hirers eg The Lions Annual

	School Speech Competition and latterly the Friendship Force have outgrown the smaller Activity rooms. Our kitchen is often given compliments. Eden Christian Kindergarten overflow with enthusiasm at their annual presentation to their parents.
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes

On behalf of my organisation, I declare that all of the prior information is correct	Yes
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Performance Report

Feilding Baptist Church
For the year ended 31 December 2020

Prepared by CATAS Limited

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Compilation Report

Feilding Baptist Church For the year ended 31 December 2020

Compilation Report to the Members of Feilding Baptist Church.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Feilding Baptist Church for the year ended 31 December 2020.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Members are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken by CATAS

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed by Church and Trust Accounting Services Limited (CATAS) and accordingly no assurance is expressed.

Independence

We have no involvement with Feilding Baptist Church other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Church and Trust Accounting Services Limited

PO Box 21145, Edgware, Christchurch 8143

Dated: 1 March 2021

Entity Information

Feilding Baptist Church For the year ended 31 December 2020

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Feilding Baptist Church

Entity Type and Legal Basis

The Church is a member of the Baptist Union of New Zealand under the Baptist Union Incorporation Act 1923. The Church is also a registered charity which was established by the Charities Act 2005.

Registration Number

CC22059

Entity's Purpose or Mission

Feilding Baptist Church, where you can belong... where you can grow... where you can serve...

To fulfill this mission, we aim to:

- Meet regularly for worship, prayer, teaching, fellowship and encouragement.
- Foster personal and spiritual growth through participation in our activities and ministries both within the church and in the community.
- Express the love of God to the community through programmes run by the church and through the practical service of individual members.
- Support the work of mission both in New Zealand and Overseas.

Entity Structure

Governance of the local church is the responsibility of the Pastor and a Board of 3-4 Overseers elected by the congregation from within its own membership. The Board, with the Pastor, sets the overall direction and strategy for the Church, appoints Ministry Leaders who manage specific areas of the Church's mission, and provides spiritual care for all of the members as they live out that mission within the church and the Community.

Feilding Baptist church is affiliated to the Baptist Union of New Zealand, from which it may receive administrative and practical support as required. Feilding Baptist Church also networks with other regional Baptist Churches and Feilding Christian Leaders.

Main Sources of Entity's Cash and Resources

The primary source of income is donations and offerings from the congregation.

Main Methods Used by Entity to Raise Funds

Small amounts of income come from members efforts and hireage of the church facilities.

Entity's Reliance on Volunteers and Donated Goods or Services

The Church has one full time paid Pastor.
Ministries and activities are run by volunteers.
Estimated Volunteer hours have greatly increased due to Covid-19.

Contact Details:

Physical Address: 42 Bowen Street, Feilding 4702, Feilding, Manawatu, New Zealand, 4702

Postal Address: PO BOX 201, Feilding, New Zealand, 4740

Website: www.feildingbaptist.org.nz

Statement of Service Performance

Feilding Baptist Church For the year ended 31 December 2020

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

The Church aims to:

- to impact the lives of people within the church and in the community with emphasis on belonging, growing and serving
- to equip our members for Christian service within our community
- to support and serve our community through our programmes and activities, particularly for young people and families

Description of the Entity's Outputs

- Supporting the development of Christian faith and witness among the congregation through participation in worship, prayer, teaching, fellowship and service. This includes Sunday programmes specifically for youth and children. During Covid-19 Lockdowns Church services were held by Zoom and this kept many in touch - average attendance was 40 per service.
- Provision of ICONZ and Girls Brigade programmes for boys and girls which foster physical, spiritual, educational development and participation in community service. During Covid-19 Lockdowns Girls Brigade kept in touch with internet activities, badge work and projects.
- Provision of Mainly Music programmes for preschool children, which encourage physical and social development for the children, also provides friendship and encouragement for parents and carers. Mainly Music delivered promotions for Easter, Mothers & Fathers Day along with Birthday Acknowledgements.
- Provision of financial support for overseas mission.
- A specified offerings of loose change, over four weeks netted \$863.40 for CBM - a Christian Mission which majors in eye and orthopedic surgery for children and children's healthcare.

2020 2019

Quantification of the Entity's Outputs

Average adult attendance at Sunday Services (includes Teenagers)	87	83
Average child attendance at Sunday Services (includes Children's Programmes)	22	19
Average attendance of boys aged 8 - 16 years at ICONZ - 36 sessions per year	24	24
Average attendance of girls aged 5 - 17 years at Girls Brigade - 36 sessions per year	40	40
Average attendance of parents/ carers at Mainly Music - 36 sessions per year	7	14
Average attendance of Preschoolers at Mainly Music - 36 sessions per year	10	18
Donations to Overseas Mission from Annual Income (\$)	1,224	1,224
Funds donated by Members directly to specific Overseas Mission (\$)	3,789	2,410

Additional Information

Additional services such as weddings and funerals with corresponding counselling and support are available as required.

Church members support the local food banks through monthly food basket donations.

Statement of Financial Performance

Feilding Baptist Church

For the year ended 31 December 2020

'How was it funded?' and 'What did it cost?'

	NOTES	2020	2019
Revenue			
Donations, fundraising and other similar revenue	1	4,633	865
Fees, subscriptions and other revenue from members	1	128,524	107,939
Revenue from providing goods or services	1	7,039	12,262
Interest, dividends and other investment revenue	1	2,088	2,675
Other revenue	1	18	132
Total Revenue		142,302	123,873
Expenses			
Expenses related to public fundraising	2	696	-
Volunteer and employee related costs	2	77,547	77,389
Costs related to providing goods or service	2	33,580	43,465
Grants and donations made	2	4,655	4,281
Other expenses	2	12,824	14,241
Total Expenses		129,301	139,376
Operating Surplus/(Deficit) for the Year		13,001	(15,503)
Non Operating Movements			
Movement in Revaluation of Assets	3	-	48,308
Total Non Operating Movements		-	48,308
Surplus/(Deficit) for the Year		13,001	32,805

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

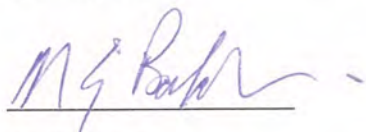
Feilding Baptist Church As at 31 December 2020

'What the entity owns?' and 'What the entity owes?'

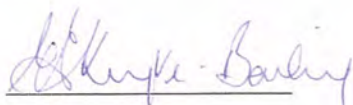
	NOTES	31 DEC 2020	31 DEC 2019
Assets			
Current Assets			
Bank accounts and cash	4	50,562	30,363
Debtors and prepayments	4	1,895	2,408
Other Current Assets	4	81,702	79,432
Total Current Assets		134,159	112,203
Non-Current Assets			
Property, Plant and Equipment	6	1,013,937	1,019,378
Total Non-Current Assets		1,013,937	1,019,378
Total Assets		1,148,097	1,131,580
Liabilities			
Current Liabilities			
Creditors and accrued expenses	5	3,853	1,724
Employee costs payable	5	2,261	2,915
Other current liabilities	5	2,040	-
Total Current Liabilities		8,154	4,639
Total Liabilities		8,154	4,639
Total Assets less Total Liabilities (Net Assets)		1,139,942	1,126,941
Accumulated Funds			
Accumulated surpluses or (deficits)	7	818,283	814,416
Reserves	8	321,659	312,525
Total Accumulated Funds		1,139,942	1,126,941

Approved by:

This performance report has been approved by the Members, for and on behalf of Feilding Baptist Church for year ended 31 December 2020.



Martin Baldwin
Chairperson
Date: 23/3/21



Eleanor Keyte-Bailey
Treasurer
Date: 23/03/21

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

Feilding Baptist Church For the year ended 31 December 2020

'How the entity has received and used cash'

	2020	2019
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	4,514	865
Fees, subscriptions and other receipts from members	128,524	107,939
Receipts from providing goods or services	7,482	12,706
Interest, dividends and other investment receipts	2,287	2,933
Cash receipts from other operating activities	18	132
GST	(214)	185
Payments to suppliers and employees	(110,896)	(122,150)
Donations or grants paid	(4,336)	(4,281)
Total Cash Flows from Operating Activities	27,379	(1,672)
Cash Flows from Investing and Financing Activities		
Payments to acquire property, plant and equipment	(7,337)	-
Payments to purchase investments	(2,270)	(2,914)
Cash Flows from Other Investing and Financing Activities	2,427	125
Total Cash Flows from Investing and Financing Activities	(7,180)	(2,790)
Net Increase/ (Decrease) in Cash	20,200	(4,462)
Cash Balances		
Cash and cash equivalents at beginning of period	30,363	34,824
Cash and cash equivalents at end of period	50,562	30,363
Net change in cash for period	20,200	(4,462)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

Feilding Baptist Church

For the year ended 31 December 2020

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Measurement Basis

The measurement and reporting of the financial performance and financial position are on a historical cost basis, except when otherwise indicated. All figures are reported in New Zealand dollars (NZ\$) and all values are rounded to the nearest whole New Zealand dollar.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Feilding Baptist Church is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions under Section CW 41 and CW 42 of the Income Tax Act 2007. As a result, no provision has been made for Income Tax.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Recognition of Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Church and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

Donations and Grant Revenue

Recognition of any donations received and grant revenue has been applied as per the XRB's Reporting Framework (PBE SFR-A (NFP)).

Donations are recognised as revenue upon receipt.

Any donations that have been received for a particular purpose and have a "use it or return it" condition have been recorded as a liability if the conditions have not yet been met. If any donations have been received that are for a specific purpose but do not have a "use it or return it" clause, these will be recorded as revenue.

Significant donations of any assets have been recorded as revenue where a valuation is possible.

Any Grant funds received for a particular purpose and have a "use it or return it" condition have been recorded as a liability if the conditions have not yet been met. For any other grant funds received, these have been recorded as revenue at the time they have been received.

Revenue from Providing Goods and Services

The Church receives revenue from members and the community. Revenue is recognised in the period the goods and services are provided.

Interest Income

Interest income is recognised on an accrual basis.

Other Income

All other income is accounted for on an accruals basis and accounted for in accordance with the substance of the transaction.

Donated Services Recognition

The work of the Church is dependent on the voluntary service of many people. Since these services are not normally purchased by the Church, and because of the difficulty in determining their value with reliability, donated services are not recognised in the Performance Report.

Accounts Receivable

Accounts Receivable (Debtors) are stated at their estimated realisable value. Bad debts are written off in the period in which they are identified.

Income Received in Advance

Income received in advance relates to grants or service agreements received where there are unfulfilled obligations for the Church to provide services in the future. The amounts are recorded as revenue as the obligations are fulfilled.

Property, Plant & Equipment

Property, Plant & Equipment are initially recorded at cost. Historical cost includes expenditure directly attributable to the acquisition of the assets. Land and buildings have been revalued to the current rateable or government valuation. Items costing less than \$500 are usually expensed immediately. All other assets are depreciated over the estimated useful life on a straight line basis using IRD depreciation rates.

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the book value). The gain or loss arising from the disposal of an item of property, plant & equipment is recognised in the Statement of Financial Performance.

Asset Class	Rate & Depreciation Method
Land	0%
Buildings	1% SL
Furniture & Fixtures	7% - 30% SL
Plant & Equipment	7% - 40% SL

Investments

Investments are carried at the lower of cost and net realisable value. Where in the opinion of the Leadership there has been a permanent reduction in the value of the investments this has been brought to account in the current period.

Accounts Payable

Accounts Payable (Creditors) are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

Employee Costs Unpaid as at Balance Date

Employee Entitlements are calculated on accrued entitlements at current rates of pay. These include salaries & wages accrued up to balance date and annual leave earned but not taken at balance.

PBE Standards RDR Applied

The Church has applied PBE Standards RDR IPSAS 17 for the revaluation of Land and Buildings. PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) allows the use of a current rateable or government valuation as a valuation method when applying PBE Standards RDR IPSAS 17. The Church has chosen the current rateable valuation as the valuation method for Land & Buildings.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Changes in Comparative Figures

Some minor changes have been made to the groupings of revenue and/or expense items from the previous year's Performance Report. This brings the Performance Report in-line with Charities Service's guidance. There is no change in the overall revenue and/or expenses, and therefore no change to the Net profit or equity as a result.

Notes to the Performance Report

Feilding Baptist Church

For the year ended 31 December 2020

	2020	2019
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Received - Ministries	2,755	750
Fundraising Income - Girls Brigade	1,877	-
Fundraising Income - ICONZ	2	115
Total Donations, fundraising and other similar revenue	4,633	865
Fees, subscriptions and other revenue from members		
Donations from Members	19,750	7,543
Fellowship Income	174	770
Tithes & Offerings	108,600	99,625
Total Fees, subscriptions and other revenue from members	128,524	107,939
Revenue from providing goods or services		
Hall Hire	1,963	4,891
Girls Brigade Income	3,200	4,349
ICONZ Income	1,390	1,931
Mainly Music Income	485	1,090
Total Revenue from providing goods or services	7,039	12,262
Interest, dividends and other investment revenue		
Interest Received	1,510	2,321
Interest Received - Girls Brigade	577	354
Interest Received - ICONZ	1	-
Total Interest, dividends and other investment revenue	2,088	2,675
Other revenue		
Other Income	18	132
Total Other revenue	18	132
	2020	2019
2. Analysis of Expenses		
Expenses related to public fundraising		
Fundraising Expenses - Girls Brigade	696	-
Total Expenses related to public fundraising	696	-
Volunteer and employee related costs		
ACC Levies	141	153
Annual Leave Provision	(850)	(122)
Cleaning Wages	2,220	2,724
Pastoral Wages & Allowances	76,035	74,634
Total Volunteer and employee related costs	77,547	77,389
Costs related to providing goods or services		

	2020	2019
Administration Expenses		
Accounting	2,232	2,232
Advertising	-	128
Board Expenses	285	914
Cleaning Contract	281	268
Cleaning Supplies	630	526
General Admin Expense	1,048	1,130
Photocopier Lease	2,339	2,332
Printing & Stationery	272	295
Telephone & Internet	1,366	2,624
Total Administration Expenses	8,453	10,450
Ministry Expenses		
Girls Brigade Expenses	2,043	6,084
ICONZ Expenses	2,409	2,193
Low Value Assets	-	138
Mainly Music Expenses	1,126	1,454
Other Community Ministry	543	445
Fellowship & Pastoral	1,409	2,872
Worship Expenses	1,349	1,313
Reimbursements	1,056	1,751
Youth Expenses	308	310
Total Ministry Expenses	10,243	16,560
Property Expenses		
Fire safety/Security	1,662	1,518
Gas & Electricity	2,601	2,428
Insurance	8,144	7,585
Rates	539	546
Repairs & Maintenance	1,938	4,378
Total Property Expenses	14,884	16,455
Total Costs related to providing goods or services	33,580	43,465
Grants and donations made		
Girls Brigade, ICONZ, Mainly Music	1,019	900
Missionaries/Tranzsend	1,224	1,224
National Resource Centre (Baptist Union)	2,025	1,775
Other Overseas Mission	100	-
Other Donations	-	352
Other Community Ministry Donations	287	30
Total Grants and donations made	4,655	4,281
Other expenses		
Bank Fees	46	45
Depreciation	12,777	14,196
Total Other expenses	12,824	14,241

2020 2019

3. Analysis of Non Operating Movements**Movement in Value of Assets**

Increase in Value of Land - 42 Bowen Street	-	85,000
Decrease in Value of Buildings - 42 Bowen Street	-	(36,692)
Total Movement in Value of Assets	-	48,308
Total Analysis of Non Operating Movements	-	48,308

2020 2019

4. Analysis of Assets**Bank accounts and cash**

Bank Accounts - Church	36,709	21,983
Bank Accounts & Petty Cash - ICONZ	4,133	4,903
Bank Accounts & Petty Cash - Mainly Music	155	409
Bank Accounts - Girls Brigade	9,564	3,069
Total Bank accounts and cash	50,562	30,363

Debtors and prepayments

Accrued Income	-	860
Accrued Interest	553	752
GST	1,342	796
Total Debtors and prepayments	1,895	2,408

Other current assets

Term Deposits	81,702	79,432
Total Other current assets	81,702	79,432

2020 2019

5. Analysis of Liabilities**Creditors and accrued expenses**

Accrued Expenses	3,237	1,345
Designated Giving Funds Held	616	230
Hall Hire Received in Advance	-	150
Total Creditors and accrued expenses	3,853	1,724

Employee costs payable

Accrued Annual Leave Due	439	1,289
Wages Deductions Payable	945	1,413
Wages Payable - Payroll	878	213
Total Employee costs payable	2,261	2,915

Other current liabilities

Fonomarae Funds Held on Behalf	2,040	-
Total Other current liabilities	2,040	-

6. Property, Plant & Equipment

2020

Asset Class	Opening Carrying Amount	Purchases	Sales/ Disposals	Asset Revaluation Increase/ (Decrease)	Current Year Depreciation and Impairment	Closing Carrying Amount
Land	275,000	-	-	-		275,000
Buildings	721,979	-	-	-	7,250	714,729
Furniture & Fittings	8,938	-	-	-	2,176	6,762
Plant & Equipment	13,460	-	-	-	2,895	10,565
Sound Equipment	-	5,095	-	-	382	4,713
Computer Equipment	-	2,242	-	-	74	2,168
Total	1,019,377	7,337	-	-	12,777	1,013,937

2019

Asset Class	Opening Carrying Amount	Purchases	Sales/ Disposals	Asset Revaluation Increase/ (Decrease)	Current Year Depreciation and Impairment	Closing Carrying Amount
Land	190,000	-	-	85,000		275,000
Buildings	766,300	-	-	(36,691)	7,629	721,980
Furniture & Fittings	11,161	-	-	-	2,223	8,938
Plant & Equipment	17,804	-	-	-	4,344	13,460
Total	985,265	-	-	48,309	14,196	1,019,378

The Baptist Union of New Zealand holds title to the property as trustee for the Church upon the terms set out on the Sixth Schedule to the Baptist Union Incorporation Act 1923 (amended 1970).

Land and buildings have been restated to their valuation in accordance with the most recent government valuation carried out by Quotable Values (QV) from August 2019. The current revaluation surplus on revalued Land and Buildings is \$291,457 (2019: \$291,457) and is reflected in the revaluation reserve in the equity section of the balance sheet.

2020 2019

7. Accumulated Funds**General Funds**

Opening Balance	814,416	802,048
Current Year Earnings	13,001	32,805
Transfers to/from Reserves/Held Funds	(9,134)	(20,437)
Total General Funds	818,283	814,416

Movement in Reserves

Opening Balance	312,525	292,088
Asset Revaluation Reserve	-	20,000
Girls Brigade Funds	3,991	(1,031)
ICONZ Funds	(666)	404
Mainly Music Funds	(440)	64
Held Funds - Church Sign	-	1,000
Worship Upgrade (Sound Gear & Keyboard) Held Funds	6,249	-
Total Movement in Reserves	321,659	312,525

Total Accumulated Funds	1,139,942	1,126,941
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2020 2019

8. Breakdown of Reserves**Reserves**

Asset Revaluation Reserve	291,457	291,457
Girls Brigade Funds	18,279	14,288
ICONZ Funds	4,276	4,942
Mainly Music Funds	182	622
Short Term Mission Fund	216	216
Held Funds - Church Sign	1,000	1,000
Worship Upgrade (Sound Gear & Keyboard) Held Funds	6,249	-
Total Reserves	321,659	312,525

The Revaluation Reserve reflects the movements in the value of Land and Buildings due to revaluing them to the latest Rating Valuation (August 2019).

The Fund Reserves reflect funds that have been set aside for various ministries within the Church operation.

2020 2019

9. Commitments**Photocopier/ Printer Rental**

The Church has entered into a Rental Agreement with Fuji Xerox for a Photocopier/ Printer. The term of the rental agreement is 60 months, commencing 27 April 2018 at \$133.86 per month (excl. GST).
Remaining commitment.

Total Photocopier/ Printer Rental	3,748	5,354
Total Commitments	3,748	5,354

10. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 December 2020 (Last year - nil).

11. Investments

Details of investments:

Investment	Balance	Rate	Term	Maturity
Term Deposit - Girls Brigade	\$11,384	2.45%	18 months	15/05/2020
Term Deposit - Christian Savings	\$10,642	2.65%	276 days	11/02/2021
Term Deposit - Christian Savings	\$10,668	1.95%	184 days	13/01/2021
Term Deposit - Christian Savings	\$10,759	2.05%	365 days	13/07/2021
Term Deposit - Christian Savings	\$10,746	1.20%	273 days	13/07/2021
Term Deposit - Christian Savings	\$11,494	1.25%	365 days	11/11/2021
Term Deposit - Westpac	\$16,009	1.55%	239 days	01/04/2021
Total Investments	\$81,702			

2020 2019

12. Related Parties

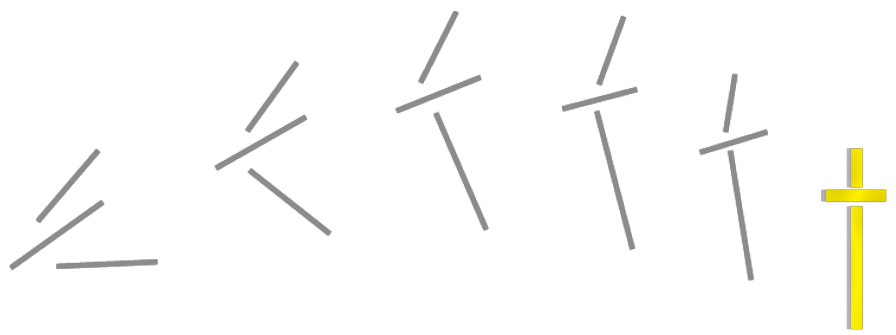
Stipend paid to the full time Minister of the Church, who is also on the Leadership of the Church. Stipend, Superannuation Contributions and Allowances	60,000	59,420
Total Related Parties	60,000	59,420

13. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

14. Ability to Continue Operating

The entity will continue to operate for the foreseeable future. The nature of the organisation is that it is reliant on the continued support of its members. The management is confident of receiving this ongoing support and accordingly has adopted the going concern assumption in the preparation of these financial statements.



Together

- belonging

- growing

- serving

Constitution
October 2018

Feilding Baptist Church
Te Haahi Iriiri o Aorangi

Adopted unanimously by Feilding Baptist Church members
Thursday 18th October 2018



Martin Baldwin (Minister)



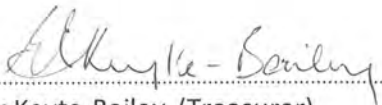
Esme Haigh (Overseer)



Michael Taylor (Overseer)



Reon Hince (Overseer)



Eleanor Keyte-Bailey (Treasurer)

1 THE CHURCH

1.1 The name of the church is the Feilding Baptist Church, Te Haahi Iriiri o Aorangi.

1.2 The church is a community of those who believe in God the Father, in God the Son Jesus Christ and in God the Holy Spirit - one God; who are repentant of their sin and who have been saved by personal faith in Jesus Christ through his atoning death and resurrection; who publicly proclaim their faith and are committed to the church's vision, aims and functions.

1.3 The church believes in:

1.3.1 The true humanity and deity of the Lord Jesus Christ.

1.3.2 The atonement made on the Cross by our Lord for the sin of the world.

1.3.3 The person of the Holy Spirit as the one who sanctifies and who sets apart, empowers and imparts spiritual gifts to the church.

1.3.4 The inspiration of the Bible and its authority in all matters of faith and practice.

1.3.5 Salvation by faith in Jesus Christ alone.

1.3.6 Membership of the church for those who have received salvation.

1.3.7 The immersion of believers as the only scriptural form of baptism.

2 AIMS AND FUNCTIONS

2.1 To meet regularly for worship, prayer, teaching, encouragement and fellowship.

2.2 To engage in the task of mission, principally within New Zealand but also overseas (Matthew 28:19-20).

- 2.3 To express God's love to the community through ministries of the Word and practical care.
- 2.4 In every possible way to seek to make disciples of Jesus Christ and bring them into His church.

3 STRUCTURE

- 3.1 The church is an autonomous body governed through its members, working closely with Regional and National Baptist Staff, the Baptist Churches of New Zealand and the wider body of Christ.
- 3.2 The Leadership shall consist of the Senior Pastor, together with the Board of Overseers/Elders and Ministry Leaders.
- 3.3 The church may set up a Charitable Trust or Trusts to provide resources which will enable the church through the Trust to minister to its local community by seeking to meet the social, emotional, physical, spiritual and educational needs of the people of that community. The church shall elect Trustees when required under the relevant Trust Deed(s). Nominations and voting shall be in accordance with the election of Board members in Section 5 (Nominations) of this Constitution.

4 MEMBERSHIP

Members' Pledge

- To live at all time, such a life as reflects a true Christian and a member of the church.
- To take an active and diligent part in the life and work of the church, regularly attending its services of worship as far as I am able, and being willing to help in whatever way I can.
- To be faithful in prayer for the church and its witness in the community.

- To share conscientiously in contributing to the funds of the church according to my means.
- To share in the government of the church by supporting and encouraging the leadership of the church and by attending church members' meetings.
- To do all in my power to deepen and enrich the spirit of fellowship in the church, always seeking to develop a spirit of love in this fellowship of Christ's people.
- To share by life and word in the supreme task of the church, namely by witnessing to the saving power of Jesus Christ our Lord.

4.1 Feilding Baptist Church believes in open membership, i.e. membership is open to anyone who:

- confesses faith in the Lord Jesus Christ
- agrees with the church's basis of belief
- has been a regular participant in the life of the church for six months
- is willing to uphold the commitments outlined in the Members' Pledge

4.2 Application for membership shall be made to the Senior Pastor. The applicant will be interviewed by the Senior Pastor or nominated Board Representatives. Upon satisfaction of the Board the applicant will be welcomed into membership at an appropriate church gathering.

4.3 A membership roll shall be kept.

The roll shall be reviewed annually by the Board. Any member who has ceased to fulfil the spirit of the Members' Pledge shall be contacted, where possible, and given the opportunity to comment. The Board will then decide which names, if any, shall be removed from the roll.

4.4 Resolution of differences and church discipline

4.4.1 In cases of difference between church members, the Lord's words, as set out in Matthew 18:15-17 shall be followed.

4.4.2 If an allegation of conduct inconsistent with the teaching of scripture is received the Board shall arrange to have the allegation investigated.

If the allegation is found to have substance, appropriate action will be taken by the Board to address the issue and to seek repentance and reconciliation.

Where repentance and/or reconciliation does not result, the Board may take appropriate action and/or bring a recommendation to a church meeting.

The person or persons concerned shall, where possible, be given an opportunity to speak at any meeting called to consider their membership.

The Board shall have the power to admonish, suspend or expel any member for misconduct.

5 LEADERSHIP

5.1 Senior Pastor

5.1.1 Pastoral Responsibility

The Senior Pastor, along with the Board, shall be entrusted with the oversight of the church and of all staff and ministry leaders. The Senior Pastor shall ensure an annual plan is produced for the church. This plan shall require the approval of the Board. The Senior Pastor shall be accountable to the Board for the agreed outcomes in the plan.

5.1.2 Pastoral Vacancy

When a vacancy occurs in the senior pastorate, the church may, on the recommendation of the Board, appoint an interim pastor who shall temporarily take up this function. A search committee shall be appointed by the church on the recommendation of the Board. The committee shall be guided by the Baptist Union pastoral search protocols. The committee shall, after consultation with the Board, bring one nomination to a church meeting called for that purpose. Two weeks' notice shall be given of the meeting. No call to the

pastorate shall be made except on the votes of at least 75% of the votes cast at that meeting.

Voting shall be by secret ballot.

5.1.3 Termination of the Pastorate

Three months' notice shall be given by the church or the Pastor before the pastorate is terminated unless another period is negotiated between the parties. Any resolution to terminate the pastorate shall require a vote of at least 50% of votes cast by secret ballot at a properly constituted special members' meeting called for that purpose.

While it is acknowledged that the Senior Pastor, and any person appointed under Section 5.3.3 (Other Pastoral Staff) is not an employee, the church membership shall ensure that the pastor is treated with fairness and dignity upon the conclusion of the pastorate. Any dispute or difference arising out of the conclusion of the pastorate must be referred to an independent party for resolution by way of mediation or such alternative dispute resolution process that is agreed as being appropriate. In the event it is not possible to reach agreement as to the identity of the independent party, a senior staff member of the Baptist Union shall appoint such an independent person.

5.1.4 Nature of the Relationship

Unless the parties agree in writing to the contrary, the relationship between the church and the Senior Pastor and any staff appointed under Section 5.3.3 (Other Pastoral Staff) will not be an employment relationship, but a relationship of spiritual service, and is not intended to create a legal relationship.

5.2 Board

5.2.1 Responsibilities

The Board, along with the Senior Pastor are responsible for the governance and direction of the church seeking to bring into reality the vision and mission of the church.

5.2.2 Character

Board members shall have exhibited the qualities of an elder as found in 1 Timothy 3:1-7.

5.2.3 Nominations

After prayerful consideration suitable people will be sought for the Overseers/Elders' Board. In addition to the scriptural qualities required of all nominees, it will be desirable to consider the balance of skills and the representative nature of the Board.

The Board will then bring nominations to a church meeting. A majority of not less than 66% of the votes cast by secret ballot is required. Board members shall serve for a term of three years and shall be eligible for re-election. However, after serving two successive terms a board member must stand down for 12 months before being eligible to serve again.

5.2.4 Meetings

The Board shall meet where practicable twice a month with the Senior Pastor.

5.3 Staff and Ministry Leaders

5.3.1 Ministry Areas

The Senior Pastor and Board shall determine the ministry areas of the church.

The Senior Pastor may appoint church members to be Ministry Leaders heading up ministry areas. Such appointment will require the ratification of the Board.

5.3.2 Ministry Leaders

Each Ministry Leader member will develop an annual plan, including goals, expected outcomes and the resources required. This plan requires the agreement of the Senior Pastor and will be incorporated in the Annual Plan agreed to by the Board (Clause 5.1.1 Senior Pastor).

The Ministry Leader will be required to work according to the values and policies of the church and within the parameters

of the budget allocated to that ministry. They will be given the authority to develop their ministry and will be accountable to the Senior Pastor for achieving the agreed outcomes.

A Ministry Leader may appoint others to form a team to assist them in their ministry.

Where a ministry area cannot be achieved by a volunteer but requires the appointment of a paid worker (full or part time), the Board on the recommendation of the Senior Pastor will recommend to the church such appointment, subject to (Clause 5.3.3) below.

5.3.3 Other Pastoral Staff

Those staff considered "Pastors" in the life of the church shall receive from the church a Letter of Call to their ministry position, subject to Section 6.1. Clear "Terms of Call" shall accompany the call to that person, together with the arrangements for the termination of the call.

6 GOVERNMENT OF THE CHURCH

There shall be an annual church members' meeting and such other members' meetings as may be called from time to time.

The church financial year shall end on the 31 December. The Annual Meeting shall be held in or near March and shall include:

- The consideration of the Annual Report and of the Financial Statements for the preceding year. The Financial Statements must be prepared or audited by a suitably qualified, independent person.
- Approval of the budget for the current financial year.

The election of the Board shall normally be made at this meeting but can be made at any members' meeting. The Board may call any other church members' meeting as necessary.

At least two Sundays' notice is required for any church members' meeting.

6.1 Purpose

The purpose of any church members' meeting shall be to seek to discover and confirm the mind of God on matters affecting the life and work of the church and its mission.

The following are matters that must be decided by a members' meeting:

6.1.1 Calling of a Senior Pastor (and other paid pastoral staff)

6.1.2 Appointment of Board members

6.1.3 Approval of the church budget

6.1.4 Approval of non-budgeted expenditure, outside the agreed parameters that have been delegated to leadership by the members

6.1.5 Purchase or development of land and property

6.1.6 Altering this church constitution

6.2 Quorum

At least 20% of the resident church membership shall be the quorum for any church members' meeting where binding decisions are to be made.

6.3 Special Meetings

The Board, on receipt of a request signed by at least 10% of the resident members shall call a special meeting of the church members within 21 days of the request being received. Normal notice of the meeting shall be given.

6.4 National Leader

The National Leader of the Baptist Union of New Zealand may call a special church members' meeting by making announcements, or arranging for announcements to be made, on at least two Sundays prior to the meeting. The National Leader or nominee will chair such a meeting.

6.5 Chairperson

The Board will appoint a chairperson.

6.6 Attendance

Both church members and others of the congregation are able to attend church meetings, but only members may vote. A secret ballot shall be held if requested by not less than 10% of the members present at the meeting or if requested by the chairperson.

7 DECLARATION OF TRUST

7.1 Any land or any property including church buildings and manses shall be vested in the Baptist Union as Trustee, which shall hold them for and on behalf of the church; and shall deal with the property by consent and direction of the church in accordance with the Trusts declared in the Sixth Schedule to the "Baptist Union Incorporation Act 1923".

8 ALTERATIONS TO THIS CONSTITUTION

8.1 Any recommended alteration to the constitution shall be publicised at least two Sundays before a members' meeting, either by including the details of the proposed change in the church newsletter or by posting it on a noticeboard in the church foyer. No alterations or additions shall be made to the constitution unless adopted by a majority of at least two thirds of the members present at a members' meeting.

8.2 Unless the church agrees to forgo its charitable status and income tax exemption, no alteration shall be made to this constitution which would in any way detract from the exclusively charitable nature of the church and in particular shall not alter the provisions of clauses 9 and 10 hereof.

9 NO PECUNIARY PROFIT FOR ANY INDIVIDUAL

9.1 No decision of the church or its leadership shall be made which would allow a member or members to receive any private pecuniary profit provided that:

9.1.1 A member may receive reimbursement for all expenses properly incurred in connection with the affairs of the church.

9.1.2 The church may pay reasonable and proper remuneration to any officer or employee of the church in return for services actually rendered to the church.

9.1.3 Any member of the church may be paid for all usual professional business or trade charges for services rendered, time expended and all acts done by that member or by any firm or entity of which the member is a partner, employee or associate, in connection with the affairs of the church.

9.1.4 Any member may retain any remuneration properly payable to the member by any company or undertaking with which the member may in any way be concerned or involved for which the member has acted in any capacity whatever notwithstanding that member's connection with that company or undertaking is any way attributable to that member's connection with the church.

9.1.5 Nothing shall prevent the church from making payments to any individual (whether a member or not) in fulfilling any of the purposes expressed in Clause 9.1.2 hereof.

9.2 Members or leaders of the church, in determining all reimbursements, remuneration and charges payable in this clause, shall ensure that the restrictions imposed by the following clause are strictly observed.

9.3 Notwithstanding anything contained or implied in this constitution, no member of the church or any person associated with a member shall participate in or materially influence any decision made by the church in respect to the payment to or on behalf of that

member or associated person, of any income benefit or advantage whatsoever.

10 WINDING UP PROVISIONS

Subject to clauses 17, 18 and 19 of the Sixth Schedule to the Baptist Union Incorporation Act, if the members resolve at a properly constituted meeting of the church adopted by a majority of at least two thirds of the members present at such a church meeting that the church should be wound up then the net proceeds arising from such winding up shall be applied, with the prior approval of the Baptist Union of New Zealand, to such charitable purposes within New Zealand as the members may determine or in default of such determination as may be determined by a Judge of the High Court of New Zealand on application by the members, and such proceeds shall not be paid or distributed amongst the members of the church.


18.10.18

Certificate of Registration

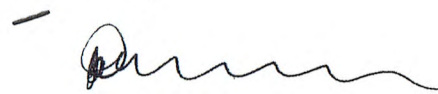
Feilding Baptist Church

Registration number: CC22059

This is to certify that Feilding Baptist Church was registered as a charitable entity under the Charities Act 2005 on 25 March 2008.



Chair
Charities Commission



Chief Executive
Charities Commission

Rates Remission Application

Applicant details	
Valuation reference number(s)	14101/7200
Name of organisation	Feilding Civic Centre
Contact name	Carla Bennett
Postal address	84 Aorangi Street PO Box 442 Feilding 4740
Phone	063238306
Email	manager@feildingciviccentre.org.nz
Website	www.feildingciviccentre.org.nz
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC11199
What was the charity registration date?	26th September 2007
Please upload a copy of proof of charitable status	FCCT charity cert.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	The trust's objectives are to provide a cost effective, modern sports and entertainment centre to a wide range of community groups within the Manawatu District.
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	Back in 2004, the council established a trust to administer the Civic Centre and the trustees are carrying out the council's vision by providing a fit for purpose sports and entertainment facility for the local community. The positive outcomes are clearly demonstrated by the steady increase in the use of the facility year by year.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	In the past year 1136 community groups used the Civic Centre to satisfy their own goals and objectives. Activities covered a wide range of sports, cultural and entertainment activities and the user groups can be categorised as Maori, other ethnic groups, women, older folk, rural community, families, youth and children, and many other community organisations.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū	Our venue hire charges are kept reasonable enabling a wide range of individuals and groups to hire the facility. To demonstrate how accessible

District residents as well as how these residents are given the opportunity to participate	our facility is to our community, it is economic for an individual to hire the stadium for a hour or two to play basketball or badminton etc.
Estimated number of active members, clients or participants	1136 groups 45,000 foot traffic
Do other organisations use your facilities? If yes, please give details of these organisations	Our facilities are available to anyone or group in our community. As stated above 1136 groups used our facility last year. Our organisation is controlled by the terms of our trust deed rather than a constitution.
Please attach here a copy of your organisation's constitution	
Finance details	
Please attach here a copy of your most recent audited financial accounts	FCCT 2020 Audit Report.pdf
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes

I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes



**Performance Report
for the year ended 30 June 2020**

Feilding Civic Centre Trust
Performance Report
for the year ended 30 June 2020

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Feilding Civic Centre Trust

Entity Information for the year ended 30 June 2020

Legal Name of Entity: Feilding Civic Centre Trust
Type of Entity and Legal Basis: Charitable Trust registered on 5th August 2004
Registration Number: CC11199

Entity Purpose or Mission:

The Trust seeks to provide a sports and entertainment facility which engenders a feeling of civic pride and which is recognised as the "venue of choice for community activities"

Entity Structure:

Governance is by eight (8) Trustees appointed by the Manawatu District Council for 3 yearly terms. The Trustees can be reappointed as their terms expire. The Trustees are all volunteers.

Trustees:			Term Expires:
	David Stroud	Chair	30/09/2022
	Stuart Osborne	Deputy Chair	30/10/2020
	Tony Chapman		30/10/2020
	John Gregory		30/09/2022
	Anne-Marie Rogers		30/09/2022
	Lindsay Taylor		30/10/2020
	Johanna Wood		30/10/2020
	Allan Williams		30/09/2022

During the year, Pat Snoxell retired as a Foundation Trustee and was appointed by MDC as an advisory trustee.

Secretary / Treasurer: David Young
Manager: Carla Bennett
Auditors: CKS Audit, Palmerston North
Bankers: ANZ Bank
Solicitors: John Key

Main Sources of Cash & Resources:

- The Trust receives an annual operating grant from the Manawatu District Council.
- The Trust receives revenue from charging hireage fees for the use of the Civic Centre Complex.
- Periodically the Trust organises a special event with the dual purpose of promoting the Civic Centre and acting as a fundraiser.
- Interest is received on the bank term deposits.
- The trust is a charitable trust and not-for-profit organisation.

Contact Details:

Physical Address 84 Aorangi Street, Feilding 4740
Postal Address PO Box 442, Feilding 4740
Phone (06) 3238306
Email manager@feildingciviccentre.org.nz
Website www.feildingciviccentre.org.nz

FEILDING CIVIC CENTRE TRUST

OUR PROUD HISTORY OF IMPROVEMENT AND GROWTH for the year ended 30th June 2020

- (a) In the mid 1950s, the community organised a Queen Carnival to raise funds to help finance a new sports and entertainment centre to replace the old Drill Hall. The complex was officially opened in 1955.
- (b) Originally the Civic Centre was managed by MDC but in July 2004, a Charitable Trust was established with eight volunteer trustees appointed to run the complex for the benefit of the community.
- (c) In 2004, MDC provided the trust with an initial payment of \$177,000 being a \$200,000 grant less the cost of replacing part of the roof \$23,000.
- (d) In 2013, \$100,000 grant was received from MDC to meet the cost of further planned improvements.
- (e) In 2014, MDC met the substantial costs of earthquake strengthening to bring the Civic Centre up to 68% of the current standard. As part of this project, asbestos was removed from the steel rafters in the ceiling area.
- (f) Following a two year study, major improvements are currently underway to make part of the building watertight and also to upgrade the drainage pipes both under and around the building. The cost is being met by MDC.
- (g) In the 16 years the Trust has been operating, it has invested a total of \$1,148,347 improving the entire complex including fixtures and fittings and plant and equipment. The majority of the cost has been met from numerous grants and donations. A portion of the cost has come from the two MDC cash grants mentioned above plus the Trust has endeavoured to generate approximately \$20,000 per year from trading activities which has been applied to improvements.

Feilding Civic Centre Trust

Statement of Service Performance for the year ended 30 June 2020

Description of Outcomes

- (a) The Trust seeks to provide a cost effective sports and entertainment centre to community groups.
- (b) The Trust strives to practice "continuous improvement" in the management of the civic centre complex.
- (c) The Trustees are keen to carry on the tradition of the Civic Centre being the focal point for community events and to make improvements which will ensure the needs of the community continue to be met.
- (d) The Trust is constantly looking for new opportunities which will increase the usage of the Civic Centre.

Quantification of Outputs

	2020	2019
(a) Estimated numbers using the Civic Centre per annum	30,387	44,131
(b) Average number of hirings per month	75	95

Note:

Comparisons with prior years is not appropriate due to closure for a period due to Covid-19 plus disruption from major contract work from January 2020.

Impact of Covid-19 Global Pandemic

In line with government advice, the Feilding Civic Centre closed on Monday 23rd March 2020 and reopened on Tuesday 2nd June. During this period, the trust had no revenue from trading activities but with the assistance of the government employment subsidy our two permanent employees were able to be retained. Expenses were kept to a minimum during this difficult period. Due to the lengthy shut-down, comparisons of venue hire and expenses with prior years is not entirely relevant.

Feilding Civic Centre Trust
Statement of Financial Performance
for the year ended 30 June 2020

	Notes	2020	2019
Revenue			
Funding from Local Government		81,181	79,540
Venue Hireage		44,708	61,900
Covid-19 Wage subsidy		12,834	-
Grant for major maintenance expenses		13,450	-
Grants for capital improvements		18,577	-
Interest		2,324	4,700
Total Revenue		173,074	146,140
Expenses			
Employee Related Costs		60,105	60,473
Costs related to providing services	1	87,920	101,514
Depreciation	3	34,747	36,567
Total Expenditure		182,772	198,554
Total Surplus (Deficit)	4	(9,698)	(52,414)

Note:

Venue Hire was adversely impacted by flooring resurfacing in January 2020 and the forced closure due to Covid-19 from end of March to end of May 2020.

The financial information should be read with the accompanying statement of accounting policies, notes to the performance report and the audit report.

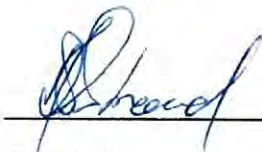


Feilding Civic Centre Trust

**Statement of Financial Position
as at 30 June 2020**

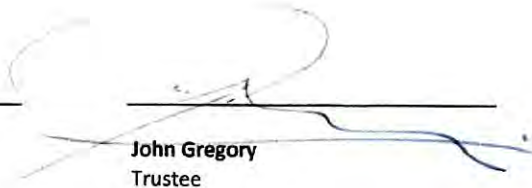
	Notes	2020	2019
Assets			
Current Assets			
Bank Accounts & Cash	2	74,787	49,926
Debtors & Prepayments	2	5,901	12,503
Investments	2	<u>50,000</u>	<u>100,000</u>
Total Currents Assets		130,688	162,429
Non Current Assets			
Property, Plant & Equipment	3	344,813	346,241
Total Assets		<u>475,501</u>	<u>508,670</u>
Liabilities			
Creditors & Accrued Expenses	2	7,796	11,979
Employee costs payable	2	5,132	2,852
Unused donations & grants with conditions	2	<u>22,554</u>	<u>44,122</u>
Total Liabilities		35,482	58,953
Total Assets less Total Liabilities		<u>440,019</u>	<u>449,717</u>
Accumulated Funds	4	<u>440,019</u>	<u>449,717</u>

This performance report has been approved by the Trustees for and on behalf of the Feilding Civic Centre Trust



David Stroud
Chair

7th August 2020



John Gregory
Trustee

7th August 2020

The financial information should be read with the accompanying statement of accounting policies, notes to the performance report and the audit report.

Feilding Civic Centre Trust

Statement of Cash Flows for the year ended 30 June 2020

	Notes	2020	2019
Cash from Operating Activities			
Cash was received from:			
Funding from Local Government	81,181		79,540
Receipts from Services	49,398		59,433
Covid-19 Wage Subsidy	18,716		-
Grants for capital improvements	3,577		-
Interest	3,512		4,911
GST (net)	724		586
Unused donations with conditions	<u>1,000</u>		<u>14,122</u>
		158,108	158,592
Cash was applied to:			
Payments to suppliers and employees	<u>149,928</u>		<u>167,379</u>
		149,928	167,379
Net Cashflows from Operating Activities		8,180	(8,787)
Cash from Investing and Financing Activities			
Cash was received from:			
Receipt from Term Deposit investment	<u>50,000</u>		<u>50000</u>
		50,000	50,000
Cash was applied to:			
Payments to acquire Property, Plant & Equipment	<u>33,319</u>		<u>68,326</u>
		33,319	68,326
Net Cashflows from Investing and Financing Activities		16,681	(18,326)
Net Increase (Decrease) in Cash		24,861	(27,113)
Opening Cash		49,926	77,039
Closing Cash		74,787	49,926
Represented by:			
Bank Accounts and Cash	1	74,787	49,926

The financial information should be read with the accompanying statement of accounting policies, notes to the performance report and the audit report.



Feilding Civic Centre Trust

Statement of Accounting Policies For the Year Ended 30 June 2020

Reporting Entity

The Feilding Civic Centre Trust is an Exempt Council Controlled Organisation (CCO) as defined by section 6 of the Local Government Act 2002. The Feilding Civic Centre Trust is a Charitable Trust registered under the Charitable Trust Act 1957 and is domiciled in New Zealand.

Basis of Preparation

Feilding Civic Centre Trust has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (not for profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The Trust is registered for GST. All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Revenue

Revenue is measured at the value of the consideration received.

Revenue from hireage of facilities is recognised once the hireage is complete.

Funding received from the Manawatu District Council is recognised as Revenue once conditions pertaining to eligible expenditure has been fulfilled.

Debtors and Prepayments

Trade and other receivables are measured at fair value less any provision for impairment.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Property, Plant & Equipment

Property, Plant and Equipment is disclosed at cost less accumulated depreciation and impairment. Depreciation is charged over assets considered useful lives and assessed for impairment annually.

Depreciation

Depreciation is provided on a diminishing value basis on all property, plant & equipment at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives. The useful lives of major classes of assets have been estimated as follows:

Leasehold Improvements	4 - 38 years	2.6% - 25% DV
Plant and Equipment	1.6 - 25 years	4% - 60% DV

Employee Costs Payable

Includes accrued salaries and wages up to balance date and annual leave earned to, but not yet taken at balance date.

Income Tax

Feilding Civic Centre Trust is wholly exempt from New Zealand Income Tax as a charity registered with Charities Services per section CW41-43 of the Income Tax Act 2007.

Tier 2 Accounting Standards Applied

Feilding Civic Centre Trust has not applied any PBE Tier 2 accounting standards.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year.

Feilding Civic Centre Trust

Notes to the Performance Report For the Year Ended 30 June 2020

	2020	2019
Note 1: Analysis of Expenditure		
Costs related to providing services		
Alarm Testing & Monitoring	2,237	2,755
Audit Fee	2,756	2,865
Bad Debt	47	-
Cleaning	15,825	19,182
Computer Costs	3,072	3,123
Event expenses	-	-
Electricity & Gas	7,202	8,835
General Expenses	3,125	5,352
Insurance	3,464	12,451
Repairs & Maintenance	13,748	24,028
Marketing	850	975
Printing & Stationary	1,452	2,229
Rates	5,209	5,159
Telephone	963	975
Website upgrade	1,070	-
Garden Make over	-	4,900
Floor Resurfacing -Stadium	26,900	3,400
Upgrade winches and chains for bball hoops	-	5,285
	87,920	101,514
 Note 2: Analysis of Assets and Liabilities		
Bank Account & Cash		
ANZ Trading Account	9,560	3,733
ANZ Savings Account	49,866	30,977
ANZ Event Trading Account	2,109	2,348
ANZ Events Savings Account	13,252	12,868
	74,787	49,926
 Debtors & Prepayments		
Trade Receivables	5,363	10,053
Interest Accrued	112	1,300
GST	426	1,150
	5,901	12,503
 Investments		
Bank Term Deposits	50,000	100,000
 Creditors & Accured Expenses		
Trade Payables	4,996	9,179
Audit Fee	2,800	2,800
Unused donations with conditions	16,672	44,122
Income in Advance - unused grant received with conditions attached	5,882	-
	30,350	56,101
 Employee Costs Payable		
Annual Leave	4,700	2,852
Accured Wages	432	0
	5,132	2,852



Note 3: Property, Plant & Equipment

2020

Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation	Closing Carrying Amount
Leasehold improvements	193,031	28,599	-	16,773	204,857
Concert Chamber	68,729	-	-	5,416	63,313
Cedar Room	3,915	-	-	1,077	2,838
Stadium	70,203	-	-	8,528	61,675
Stafford Street Entrance	543	-	-	69	474
Main Kitchen	2,322	-	-	455	1,867
General Furniture	7,498	4,720	-	2,429	9,789
Work in Progress	-	-	-	-	-
	<u>346,241</u>	<u>33,319</u>	<u>-</u>	<u>34,747</u>	<u>344,813</u>

2019

Asset Class	Opening Carrying Amount	Purchases	Sales/Disposals	Current Year Depreciation	Closing Carrying Amount
Leasehold improvements	151,071	60,193	-	18,233	193,031
Concert Chamber	75,026	-	-	6,297	68,729
Cedar Room	4,656	-	-	741	3,915
Stadium	74,760	5,090	-	9,647	70,203
Stafford Street Entrance	623	-	-	80	543
Main Kitchen	2,890	-	-	568	2,322
General Furniture	3,019	5,480	-	1,001	7,498
Work in Progress	-	-	-	-	0
	<u>312,045</u>	<u>70,763</u>	<u>-</u>	<u>36,567</u>	<u>346,241</u>

Note 4: Accumulated Funds

	2020	2019
Opening Accumulated Funds	449,717	502,131
Total Surplus (Deficit)	<u>(9,698)</u>	<u>(52,414)</u>
Closing Accumulated Funds	440,019	449,717
Comprises:		
Trust Funds	10	10
Accumulated Surplus (Deficit)	<u>440,009</u>	<u>449,707</u>
	440,019	449,717

Note 5: Unused donations

In 2018 Eastern and Central Community Trust donated \$30,000 towards the upgrading of the two Concert Chamber dressing rooms. One dressing room has now been upgraded and the remaining \$15,000 has been allocated towards the cost of upgrading the second dressing room. Feilding and District Promotions donated \$672 and MDC \$1000 towards the cost of a community defibrillator and a further sponsor is being sought so this project can proceed.

Note 6: Commitments

- The Trust leases the Civic Centre complex from the Manawatu District Council. The current lease expires on 7 July 2029. The annual peppercorn rental fee is \$10 per annum.
- The Trust has entered into a contract with Crest Clean providing cleaning services expiring 31st January 2022.

Note 7: Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (2019: nil)

Note 8: Covid-19

In line with government advice, the Feilding Civic Centre closed on Monday 23rd March and reopened on Tuesday 2nd June 2020. During this period, the trust had no revenue for venue hire but with the assistance of the employment subsidy, the two permanent employees were able to be retained. Expenses were kept to a minimum during this difficult period. On Tuesday 2nd June 2020 the centre was reopened and a number of bookings were cancelled, resulting in reduced revenue for the remainder of the financial year. The impact of Covid-19 on the 2020/2021 financial year is unable to be determined at this time.

Note 9: Related Party Transactions

The Manawatu District Council (MDC) is the ultimate parent of the Feilding Civic Centre Trust. The following material transactions requires disclosure:

	2020	2019
Operating Grant	81,151	79,540
Rates and Insurance	5,209	14,144

As building owner, MDC pays various minor service charges relating to the building on behalf of the Trust, some of which are on-charged.

Note 10: Events after Balance Date

There have been no significant events since balance date (2019: nil)



INDEPENDENT AUDITOR'S REPORT

To the Trustees of the Feilding Civic Centre Trust

Report on the Financial Information

Opinion

We have audited the financial information in the performance report on pages 6 to 12 of the Feilding Civic Centre Trust which comprise the statement of financial position as at 30 June 2020, the statement of financial performance and statement of cash flows for the year then ended, and a the statement of accounting policies and notes to the performance report.

In our opinion the accompanying financial information presents fairly the financial position of the Feilding Civic Centre Trust as at 30 June 2020 and its financial performance and cash flows for the year ended on that date in accordance with the requirements of Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, relevant to reporting financial position, financial performance and cash flows.

Basis for Opinion

We conducted our audit of the Performance Report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)) . Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of the entity in accordance with Professional and Ethical Standard 1 *International Code of Ethics for Assurance Practitioners (including International Independence Standards)(New Zealand)* issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Other than in our capacity as auditor we have no relationship with, or interests in, the Feilding Civic Centre Trust.

Restriction on Responsibility

This report is made solely to the Trustees, as a body. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees as a body, for our audit work, for this report, or for the opinion we have formed.

Other Information

The Trustees are responsible for the other information. The other information comprises the entity information and statement of service performance but does not include the financial information and our auditor's report thereon.

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

In connection with our audit of the financial information, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial information 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.

The Trustees Responsibility for the Financial Information

The Trustees are responsible for determining that the Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) framework is acceptable in the entity's circumstances and, for the preparation of financial information in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit), and for such internal control as the Trustee's determines is necessary to enable the preparation of financial information that are free from material misstatement, whether due to fraud or error.

In preparing the financial information, the Trustees are responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Information

Our objectives are to obtain reasonable assurance about whether the financial information as a whole are 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 ISAs (NZ) will always detect a material misstatement when it exists. Misinformation 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 the financial information.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- identify and assess the risks of material misstatement of the financial information, 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 entity's internal control.
- conclude on the appropriateness of the use of the going concern basis of accounting by the Trustees and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity'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 information 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 entity to cease to continue as a going concern.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

We communicate with the Trustees 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.

CKS Audit.

CKS Audit
10 August 2020

Certificate of Registration

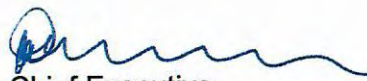
Feilding Civic Centre Trust

Registration number: CC11199

This is to certify that Feilding Civic Centre Trust was registered as a charitable entity under the Charities Act 2005 on 26 September 2007.



Chair
Charities Commission



Chief Executive
Charities Commission

Rates Remission Application

Applicant details	
Valuation reference number(s)	14081 28200
Name of organisation	Feilding Congregation of Jehovah's Witnesses
Contact name	Adrian Williams
Postal address	55 Sherwill St East Feilding 4702
Phone	0211611934
Email	adrianwilliams1453@gmail.com
Website	
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC27574
What was the charity registration date?	30/6/2008
Please upload a copy of proof of charitable status	Charities Register.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	Provides religious services / activities Provides services (e.g. care / counselling), Provides advice / information / advocacy, Provides buildings / facilities / open space
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	Charitable Organization
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	Charitable Organization
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Charitable Organization
Estimated number of active members, clients or participants	55
Do other organisations use your facilities? If yes, please give details of these organisations	No
Please attach here a copy of your organisation's constitution	Charity Rules.PDF.pdf

Finance details	
Please attach here a copy of your most recent audited financial accounts	
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	NZCongregationPerformanceReport-2020.pdf
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes

I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Congregation of Jehovah's Witnesses

Not-for-Profit Entity

PERFORMANCE REPORT

for the year ended

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Statement of Receipts and Payments	4
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Notes to the Performance Report	6

Entity Information

Who we are. Why we exist.

For the year ended:

Legal name of entity	
Type of entity and legal basis (if any)	Registered not-for-profit religious charity.
Registration number	

Entity's purpose or mission:

The practice and advancement of the Christian religion founded on the Holy Bible as understood by the denomination of Christians known as Jehovah's Witnesses through the provision of public meetings within the local area.

Entity structure:

--

The main sources of the entity's cash and resources:

Voluntary donations.

The main methods used by the entity to raise funds:

Not applicable.

The entity's reliance on volunteers and donated goods or services:

All activities, including cleaning, maintenance, technical arrangements, and teaching at the Kingdom Hall, are conducted entirely by volunteers and financed by voluntary donations.

Additional information:

For further information concerning the religious practices of Jehovah's Witnesses, see the website: jw.org

Contact details:

Physical address	
Postal address	

Statement of Service Performance

What we do.

For the year ended:

Description of the entity's outcomes:

Outcomes we have sought to achieve have primarily focused on advancing the Christian religion as practiced by the body of Christian persons known as Jehovah's Witnesses.

This includes preaching and teaching publicly, without charge, at public places of worship the gospel of God's Kingdom under Christ Jesus as a witness to the name, word and supremacy of Almighty God Jehovah. This teaching is facilitated by the dissemination and distribution, without charge, of Bibles and Bible-based literature of all kinds, and in various languages, in the form of printed publications, audio, video and other electronic recordings.

Additionally we spread our gospel, without charge, by means of the study of the Bible and Bible-based literature at public places of worship. This at times involves providing, supporting, or maintaining, land, buildings and works for the purpose of public worship, Bible education and Christian fellowship.

From time to time when necessary we dispense spiritual and pastoral assistance and incidental humanitarian relief without charge to persons in need of pastoral care.

We also co-operate with and assist any other associations of Jehovah's Witnesses to achieve their stated outcomes.

Description and quantification (to the extent practicable) of the entity's outputs:

	Actual this year	Actual last year
Public meetings held		
Mid-week meetings held		

Statement of Receipts and Payments

How it was funded. What it cost.

For the year ended:

	Actual this year \$	Actual last year \$
Operating Receipts		
Donations, fundraising and other similar receipts		
Fees, subscriptions and other receipts from members		
Receipts from providing goods or services		
Interest, dividends and other investment income receipts		
Other operating receipts		
Total Operating Receipts		
Operating Payments		
Payments related to public fundraising		
Volunteer and employee related payments		
Payments related to providing goods or services		
Grants and donations paid		
Other operating payments		
Total Operating Payments		
Operating Surplus or (Deficit)		
Capital Receipts		
Receipts from the sale of resources		
Receipts from borrowings		
Capital Payments		
Purchase of resources		
Repayments of borrowings		
Increase/(Decrease) in Bank Accounts and Cash		
Bank accounts and cash at the beginning of the financial year		
Bank Accounts and Cash at the End of the Financial Year		
Represented by:		
Cheque account(s)		
Savings account(s)		
Term Deposit account(s)		
Other deposits		
Cash Floats		
Petty Cash		
Total Bank Accounts, Deposits, and Cash at the End of the Financial Year		

Statement of Resources and Commitments

What we own. What we owe.

As at

Schedule of Resources

	This Year \$	Last Year \$
Bank accounts and cash		
Money held on behalf of others		
Money owed to the entity		
Other resources		
Land		
Buildings		
Equipment and Furnishings		
Other		

Schedule of Commitments

	This Year \$	Last Year \$
Money payable by the entity		
Other commitments		
Guarantees		

Schedule of Other Information

	This Year \$	Last Year \$
Grants or donations with conditions attached (where conditions not fully met at balance date)		
Resources used as security for borrowings		

Notes to the Performance Report

For the year ended:

Note 1: Accounting Policies

How did you do your accounting?

Basis of Preparation

Goods and Services Tax (GST)

Standard Notes 2 and 3: Not applicable

Note 4: Correction of errors

There are no errors to notify.

Note 5: Related Party Transactions

There were no transactions involving related parties during the financial year. (Last year – nil)

Note 6: Events after the balance date

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report. (Last year – nil)

FEILDING CONGREGATION OF JEHOVAH'S WITNESSES

RULES

1. The name of the Congregation shall be **Feilding Congregation of Jehovah's Witnesses** (hereinafter called the "Congregation") formerly known as **Jehovah's Witnesses - Feilding Kingdom Hall Trust**.

OBJECTS

2. The objects of the Congregation are to advance within New Zealand the Christian religion as practiced by the body of Christian persons known as Jehovah's Witnesses in harmony with the teaching and directions of the ecclesiastical Governing Body of Jehovah's Witnesses (hereinafter called "Governing Body") by:
 - (a) Preaching and teaching publicly and without charge from house to house, place to place and at public places of worship the gospel of God's Kingdom under Christ Jesus, unto all nations and peoples, as a witness to the name, word and supremacy of Almighty God Jehovah by the dissemination of Bible truths orally, written, and by the use of any other lawful means that are directly or indirectly conducive to the furtherance of the exclusively charitable and religious objects of the Congregation—Matthew 24:14; 28:19, 20; Psalm 83:18;
 - (b) Promoting this Christian religion by disseminating and distributing without charge Bibles and Bible-based literature of all kinds, and in various languages, by use of the printed page, audio, video and electronic recordings or other lawful means;
 - (c) Spreading this Christian religion without charge by means of the study of the Bible and Bible-based literature in private homes and/or at public places of worship;
 - (d) Dispensing spiritual and pastoral assistance and incidental humanitarian relief without charge to necessitous persons;
 - (e) Providing, supporting, and maintaining, land, buildings and works for the purpose of public worship, Bible education and Christian fellowship;
 - (f) Co-operating with and assisting any other associations of Jehovah's Witnesses in New Zealand in pursuit of their exclusively religious and charitable objects, whether incorporated or not.
3. The Congregation shall operate exclusively in pursuit of its charitable and religious objects, and not for the pecuniary gain of any persons or person. The controlling document of the Congregation is the Bible, a copy of which is hereby incorporated by reference into this document.

POWERS

4. In pursuit and furtherance of its exclusively religious and charitable objects, the Congregation may exercise, as it thinks fit, by any lawful means whatsoever, the following powers:
 - (a) To accept, receive, collect, hold, invest and re-invest any donations and voluntary contributions of money, gifts, grants, subsidies, subscriptions, and legacies and to administer them, use them, dispose of them, or apply them;
 - (b) If the Congregation intends to own any real property:
 - i) to apply for and obtain incorporation as a Board under the Charitable Trusts Act 1957 if necessary;



SEP RUL

- ii) to accept, develop and turn to account any land acquired by the Congregation or in which it is interested;
 - iii) to, build, rent, lease, furnish, alter or maintain buildings and works;
 - iv) to sell, exchange, donate, gift or otherwise dispose of any real property;
 - v) to execute mortgages, borrow money, or otherwise raise finance, with or without security;
- (c) To accept, purchase, acquire, hold, administer, use, gift, dispose of or apply any personal property or assets;
 - (d) To operate bank accounts;
 - (e) To negotiate and enter into any contract;
 - (f) To do any and all other lawful things as are incidental or conducive to the attainment of its objects.

REGISTERED OFFICE

5. If the Congregation is incorporated as a Board under the Charitable Trusts Act 1957, the registered office of the Congregation shall be situated at the same address as that of the presiding overseer from time to time of the Congregation.

MEMBERSHIP

6. A Person is eligible for Congregation membership only where he or she:
- (a) is fully dedicated to Almighty God, Jehovah and baptised as one of Jehovah's Witnesses;
 - (b) acts in harmony with the doctrines and organizational arrangements set forth by the Governing Body;
 - (c) reports ministerial activity to the Congregation; and
 - (d) has neither disassociated himself or herself from Jehovah's Witnesses nor is disfellowshipped as one of Jehovah's Witnesses.

Anyone meeting these requirements shall be designated a member of the Congregation. A Person not meeting these requirements shall not be, nor deemed to be, a member of this Congregation.

COMMITTEE

7. The Congregation Service Committee, the members of which are jointly appointed from time to time by the New Zealand Branch Office of Jehovah's Witnesses and the Congregation Body of Elders, shall administer the temporal secular affairs and business of the Congregation (hereinafter called the "Committee"). Each member of the Committee shall also be a member of the Congregation. Also, for the purposes of the Charities Act 2005 (hereinafter called "Act"), each duly appointed member of the Committee shall be considered and designated as one of the Congregation's "Officers", as that term is defined in the Act. If a designated Officer ceases for any reason whatsoever to be a member of the Committee or the Congregation he shall automatically cease to be an Officer of the Congregation.

8. If the Congregation is incorporated as a Board under the Charitable Trusts Act 1957, the Committee shall also be considered and designated as the Board of Trustees thereof.
9. The Committee shall have the power to conduct, manage, direct and control the temporal secular affairs of the Congregation; to call general and special meetings of the Congregation and/or the Committee if the demands of the Congregation and/or the Committee make it necessary; to negotiate and enter into contracts and do all things necessary or expedient in carrying out the objects of the Congregation as stated. Also, the powers of the Committee may be delegated to any other person or persons, upon such terms and conditions as the Committee may consider necessary or appropriate.
10. The Committee shall keep all usual and proper books of account properly posted up and other records of the affairs of the Congregation.
11. In exercising any of the powers conferred upon them, the Committee at all times shall act in complete harmony and unity with the Body of Elders of the Congregation.

MEETINGS

12. (a) In calling a general or special meeting of the Congregation the Committee shall provide reasonable notice to the members.
- (b) A majority of the members of the Congregation present at any meeting shall constitute a quorum for the transaction of all business. Each member present at a meeting of members shall be entitled to one vote cast by hand. The affirmative vote on any matter of a majority of the members present at which a quorum has been established shall constitute the act of the members.

COMMON SEAL

13. Upon incorporation, the common seal of the Congregation shall be appointed by the Committee who shall be responsible for the safe custody and control thereof.
14. Whenever the common seal of the Congregation is required to be affixed to any deed, document, writing or other instrument, the seal should be affixed thereto pursuant to a resolution of the Committee and in the presence of two Committee members who shall sign the documents or instrument to which the seal is so affixed, or pursuant to the resolution of such Committee to whom this power is delegated and in the presence of such two Committee members designated by the Committee.

NO PRIVATE PROFIT

15. (a) Any income, benefit or advantage of the Congregation shall be applied to the objects of the Congregation.
- (b) No member or Officer of the Congregation or any person associated with a member shall participate in or materially influence any decision made by the Congregation in respect of the payment to or on behalf of that member or Officer or associated person of any income, benefit or advantage whatsoever.
- (c) Any such income paid shall be reasonable and relative to that which would be paid in an arm's length transaction (being the open market value)
- (d) The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

16. Any member who is or may be in any other capacity whatever interested or concerned directly or indirectly in any property or undertaking in which the Congregation is or may be in any way concerned or involved, shall disclose the nature and extent of that member's interest to the other members, and shall not take any part whatever in any deliberations of the members concerning any matter in which that member is or may be interested other than as a member of the Congregation.

AMENDMENT TO RULES

17. These rules and objects may be altered, added to, rescinded, substituted in full or varied or amended by a resolution passed by a majority of those present at any meeting of which at least three days' notice has been given by posting such notice setting forth the purpose of any proposed alteration, addition, rescission, variation or amendment in a conspicuous place at the usual place of holding meetings, provided however such alteration, addition, rescission, variation or amendment shall not affect the exclusively religious and charitable nature of the Congregation or enlarge the class of persons who may become members of the Congregation or result in the distribution of its assets on winding up or dissolution for any purpose that is not exclusively religious and charitable.

WINDING UP

18. In the event of the Congregation being wound up the surplus assets shall be realised and thereafter all funds after payment of the Congregation's liabilities and expenses of winding up shall be paid to the Watch Tower Bible and Tract Society of New Zealand which is organised and operated exclusively for religious and charitable purposes. If the Watch Tower Bible and Tract Society of New Zealand is not in existence or not authorised by law to receive such assets, then all properties and assets shall be distributed to another charitable organisation in harmony with the exclusively religious purposes of Jehovah's Witnesses within New Zealand.

Certified as a correct copy of the Rules duly adopted:

Donald G Cox

 Print Name

Donald G Cox

 Signature

 Presiding Overseer/Officer

 Designation

Dated the 29 day of April 2008

[Create Annual Return](#)

[Update Charity Details](#)

[Print Charity Summary](#)

[Log o](#)

[Upda
\(/Acc](#)

[Help](#)

Charity Dashboard

This is the charity information for: **Feilding Congregation Of Jehovah's Witnesses**. Withheld information is marked with (w).

[Annual Returns](#)

Charity Details

[Purpose &
Structure](#)

[Officer Details](#)

[Update Details](#)

[Charity Documents](#)

[Deregister](#)

Charity Details

Legal Name:

Feilding Congregation Of Jehovah's Witnesses

Registration details

Registration Status:

Registered

Date of Registration:

30/06/2008

Registration Number:

CC27574

NZBN Number:

9429042638506

Balance Date:

August 31

IRD Number: (w)

68521777

Address for service

Charity's Postal Address:

55 Sherwill Street East
Feilding
4702

Charity's Street Address:

99 Beattie Street
Feilding 4702
Feilding
4702

Charity's other details

Phone:

021 605 336

Email:

mikeweitekamp@gmail.com (<mailto:mikeweitekamp@gmail.com>)

Areas of Operation:

Manawatu - Wanganui

View Charity Link:

<https://www.register.charities.govt.nz/Charity/CC27574>

(<https://www.register.charities.govt.nz/Charity/CC27574>)

[Privacy statement \(https://www.charities.govt.nz/privacy-statement/\)](https://www.charities.govt.nz/privacy-statement/)

[Terms of use \(https://www.charities.govt.nz/terms-of-use/\)](https://www.charities.govt.nz/terms-of-use/)

[Copyright \(https://www.charities.govt.nz/copyright/\)](https://www.charities.govt.nz/copyright/)

Freephone (*within New Zealand*)

0508 CHARITIES (0508 242 748)

Calling from outside New Zealand

+64 9 339 0848

Email

info@charities.govt.nz

(<mailto:info@charities.govt.nz>)

Physical Address

Charities Service

Level 8, 45 Pipitea

Street

Wellington Centr

6011



**Te Tari Taiwhenua
Internal Affairs**

(<http://dia.govt.nz>)

New Zealand Government (<http://newzealand.govt.nz>)

Rates Remission Application

Applicant details	
Valuation reference number(s)	14410 015 00
Name of organisation	Feilding Golf Club(Inc)
Contact name	Ann Heap
Postal address	PO Box 267, Feilding 4740
Phone	06 323 4553
Email	secretary@feildinggolfclub.co.nz
Website	www.feildinggolfclub.co.nz
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC53714
What was the charity registration date?	7/09/2016
Please upload a copy of proof of charitable status	Charities letter.pdf
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	To provide a well maintained facility to our local community and visitors to our region. Along with NZ Golf initiatives to grow the fame of golf at all levels.
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	The principal purpose of the Feilding Golf Club is to provide recreational services for the residents of the Manawatu District. As such, the Club believes it contributes to the Councils aim to build a strong and vibrant community.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	The Feilding Golf Club provides a well maintained, easy walking golf course for the health & well-being of all ages.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	The golf course is available most days of the year. Membership is available on an annual basis or there is a summer alternative. Green Fee (walk in) players are also welcome.
Estimated number of active members, clients or participants	450 active members. Unknown casual players.
Do other organisations use your facilities? If yes, please give details of these organisations	Golf Tournaments - Central Districts Joiners Association, RICOH Palmerston North. Clubhouse functions include various meetings,

	lunches & dinners, birthdays and the occasional wedding. These are supported by local clubs - Rotary, Lions, 60's Up, Feilding Dinner Club, etc.
Please attach here a copy of your organisation's constitution	Feilding Golf Club (Inc) Rules 2018.pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	2020 Financial Report.pdf
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	The Board of Management is currently looking at the Clubhouse Earthquake Strengthening options and will require substantial funds in the future.
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local	Yes

Government Official Information and Meetings Act 1987	
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Feilding Golf Club (Inc)

Performance Report

For the Year Ended 30 September 2020

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Feilding Golf Club (Inc)

Entity Information

For the Year Ended 30 September 2020

Legal Name:	Feilding Golf Club (Incorporated)
Type of Entity and Legal Basis:	Registered Charity
Registration Number:	CC53714
Purposes or Mission:	The promotion of health, advancement of education, promotion of social inclusion and community benefit through the provision of golf and sports facilities and associated activities.
Structure:	Feilding Golf Club is managed by a Board of Management which consists of 6 club members. The Club has 6 staff, 1 being full time and 5 part time. Volunteers assist with various tasks throughout the year.
Main Source of Cash and Resources:	The main source of income is from subscriptions. The Club is also reliant on other business related income. Grant funding is sourced for capital items and special projects.
Main Methods Used to Raise Funds:	Fundraising activities include a social evening and auction, raffles and sale of firewood derived from the golf course.
Reliance on Volunteers and Donated Goods or Services:	Volunteers assist with the daily operation of the Club including administration tasks collecting and re-cycling rubbish, collecting and splitting firewood, maintaining buildings, cutting grass and numerous other tasks. Donations from members assist with the funding of the business.
Additional Information:	The Club endeavours to keep subscriptions affordable for all members.

CONTACT DETAILS

Physical Address:	1487 Waughs Road, Aorangi, Feilding
Postal Address:	PO Box 267, Feilding 4740
Telephone:	06 323-4553
Email Address:	secretary@feildinggolfclub.co.nz
Website Address:	www.feildinggolfclub.co.nz
Facebook Address:	Feilding Golf Club

Feilding Golf Club (Inc)

Statement of Service Performance

For the Year Ended 30 September 2020

Description of Objectives:

The clubs' golfing objective is to continue to provide an excellent golf course for its members and the wider community, and to do so at a small operating surplus. It seeks to grow its membership over time and to increase the use of the course by holding tournaments and other fund raising events, and by encouraging visitors to play.

Description of Outcomes:

Tournaments - The Club held a total of 7 tournaments this financial year. These included the 1 inaugural tournament run by our Mens & Womens Match Committees (see below), Opening and Closing Days, Christmas Cheer, Waitangi Day Salvors, Queens Birthday (members only), Womens Spring Tournament. In addition Business House Golf and Twilight Golf contributed to the income.

Description and Quantification (to the extent practicable) of the Outputs:

	Actual This Year	Budget This Year	Actual Last Year
Members as at 30/9/20	457	445	442
Tournament Entries:			
Mens Queens Birthday	0	80	76
Feilding Open mixed 36 holes	68	80	n/a
Womens Premier Challenge	0	120	97

Feilding Golf Club (Inc)

**Statement of Financial Performance
For the Year Ended 30 September 2020**

		2020	2019
		\$	\$
INCOME	Note		
Donations, Fundraising and other Similar Revenue	7	65,869	27,753
Fees, Subscriptions and Other Revenue from Members		234,058	227,418
Revenue from Providing Goods and Services	8	205,665	222,362
Interest, Dividends and Other Investment Revenue		13,842	10,979
Other Revenue		120	102
Total Revenue		<u>519,554</u>	<u>488,614</u>
EXPENSES			
Expenses Related to Public Fundraising		0	0
Employee & Volunteer Related Costs	9	173,893	165,706
Costs Related to Providing Goods and Services	10	221,312	229,071
Grants and Donations Made		0	0
Other Expenses	11	67,202	67,656
Total Expenses		<u>462,408</u>	<u>462,432</u>
NET SURPLUS/DEFICIT FOR THE YEAR		<u><u>57,146</u></u>	<u><u>26,182</u></u>

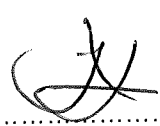


Feilding Golf Club (Inc)

Statement of Financial Position

For the Year Ended 30 September 2020

		2020	2019
		\$	\$
ASSETS			
<u>Current Assets</u>			
Bank Accounts and Cash	12	246,156	149,483
Debtors and Prepayments	13	22,693	26,000
Inventory	14	5,549	6,035
		<u>274,398</u>	<u>181,518</u>
Total Current Assets			
<u>Non Current Assets</u>			
Fixed Assets	3	428,203	458,103
Investments	15	1,423	1,423
		<u>429,626</u>	<u>459,526</u>
Total Non Current Assets			
Total Assets		<u><u>704,024</u></u>	<u><u>641,044</u></u>
LIABILITIES			
<u>Current Liabilities</u>			
Creditors and Accrued Expenses	16	31,022	33,223
Employee Costs Payable		11,191	8,761
Unused Donations and Grants with Conditions	17	4,450	4,588
Other Current Liabilities	18	86,062	80,319
		<u>132,725</u>	<u>126,891</u>
Total Current Liabilities			
Total Liabilities		<u>132,725</u>	<u>126,891</u>
Net Assets		<u><u>571,299</u></u>	<u><u>514,153</u></u>
<u>Members Funds</u>			
Closing Funds		570,799	513,653
Reserve - W.J. MacLeod Trust		500	500
		<u>571,299</u>	<u>514,153</u>
Total Members Funds		<u><u>571,299</u></u>	<u><u>514,153</u></u>



.....
Chairperson

Feilding Golf Club (Inc)**Statement of Cash Flow
For the Year Ended 30 September 2020**

	2020	2019
	\$	\$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	59,491	21,706
Subscriptions and other receipts from members	234,737	229,813
Receipts from providing goods and services	211,915	221,464
Interest and other investment receipts	13,842	10,979
Net GST	137	897
Cash was applied to:		
Payments to suppliers and employees	414,332	419,373
Net Cash Flows from Operating Activities	<u>105,790</u>	<u>65,486</u>
 Cash Flows from Investing and Financing Activities		
Cash was applied to:		
Payments to acquire property , plant and equipment	9,118	9,994
Payments to purchase investments		
Net Cash Flows from Investing and Financing Activities	<u>(9,118)</u>	<u>(9,994)</u>
 Net increase/(Decrease) in Cash	<u>96,673</u>	<u>55,492</u>
 Opening Cash	149,483	93,991
Closing Cash	246,156	149,483
 This is represented by		
Bank Accounts and Cash	<u>246,156</u>	<u>149,483</u>

Feilding Golf Club (Inc)

Notes to the 2020 Performance Report

1. Statement of Accounting Policies

Statement of Compliance and Basis of Preparation

- a) The Club is eligible to apply Tier 3 PBE Accounting Standards : PBE SFR-A (NFP) Public Entity Benefit Simple Format Reporting - Accrual (Not-For-Profit), on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000.
- The Club has elected to report in accordance with PBE SFR-A (NFP). All transactions in the Performance Report are reported using the accrual basis of accounting. The Club has opted to include a Statement of Movements in Member Funds in the Report.
- The accounting principles recognised as appropriate for the measurement and reporting of the Combined Statement of Financial Performance and Statement of Financial Position on a historical basis are followed by the Club unless otherwise stated in the Specific Accounting Policies. The information is presented in New Zealand dollars. All values are rounded to the nearest \$.
- b) The particular accounting policies which materially affect the measurement of profit and of financial position have been applied as follows:

Stock

Stock is stated at the lower of cost or net realisable value. Cost is determined on a first in, first out basis.

Accounts Receivable

Accounts receivable are valued at estimated realisable value. Amounts not considered recoverable have been written off when identified as such.

Fixed Assets

Fixed assets are included at original cost less accumulated depreciation.
The fixed asset capitalisation threshold is \$500 exclusive of GST.

Depreciation

Depreciation is provided at rates estimated to write off fixed assets over their expected useful lives.
The depreciation ranges used are:

Land and Buildings	2.00 - 25.00%
Club House Plant	10.00 - 67.00%
Office Equipment	10.00 - 60.00%
Course Plant & Equipment	10.00 - 80.40%

Income

Donations are accounted for when they are received unless they are for a specified purpose, in which case they are brought to account when the specific purpose is undertaken.

Grants are brought to account on receipt.

Interest is brought to account on receipt.

All other income is accounted for on an accruals basis

Expenses

Expenses are recognised on an accrual basis.

Subscriptions in Advance

Subscriptions paid in advance are recognised as income in the periods to which they relate.

Feilding Golf Club (Inc)

Notes to the 2020 Performance Report (Cont'd)

Taxation

In accordance with the Income Tax Act 2007 sec CW46 the Feilding Golf Club income is exempt from income tax.

Goods and Services Tax

The Club is registered for GST. All revenue and expense transactions are recorded net of GST. Where applicable all assets and liabilities have been stated net of GST with the exception of receivables and payables which are stated inclusive of GST.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year.

2. Assets Used As Security For Liabilities

A first mortgage over the Club's land and buildings is held by BNZ

3. Fixed Assets

	Opening Cost \$	This Years Additions	Accum. Depn \$	2020 Closing Book Value \$	2019 Closing Book Value \$
Land & Buildings	765,263	-	463,999	301,264	317,788
Club House Plant	91,318	9,118	81,732	18,704	12,053
Office Equipment	8,825	-	8,641	184	222
Course Plant & Equipment	545,493	-	437,442	108,051	128,040
Total	<u>1,410,899</u>	<u>9,118</u>	<u>991,814</u>	<u>428,203</u>	<u>458,103</u>

The rating valuation of the land and buildings as prepared by Quotable Value of New Zealand as at 1 August 2019 is \$2,960,000.

4. Goods or Services in Kind Provided to the Club

Volunteers undertake many and varied tasks for the Club with total annual hours estimated at 3,000. This excludes Board & Committee members carrying out their normal committee duties.

5. Related Parties Transactions

There have been no related party transactions during the financial year nor are there any contingent related party transactions at year end.

6. Commitments & Contingencies

The Club has no commitments or contingencies for the 2020 financial year. (2019 - nil)

Feilding Golf Club (Inc)

Notes to the 2020 Performance Report

(Cont'd)

	2020	2019
	\$	\$
7. Donations, Fundraising and Other Similar Revenue		
For Revenue Purposes		
Donations	11,419	9,082
Fundraising	2,190	2,097
Raffles	7,261	7,286
Sponsorship	940	1,609
Grants -Covid-19 wage subsidy	35,059	
- Sport Manawatu	1,000	
	<u>57,869</u>	<u>20,073</u>
For Capital Purposes		
Grants		
N.Z. Racing Board	8,000	
N.Z. Community Trust		7,680
		<u>7,680</u>
	<u>65,869</u>	<u>27,753</u>
8. Revenue from providing Goods or Services		
Bar Income	121,007	115,701
Tournament Income	22,760	33,568
Green Fees		
Golf Green Fees	40,852	45,354
Foot Golf	191	1,217
Course Hire	2,941	5,226
Other Goods and Services Provided		
Cart Shed Hire	3,405	3,363
Clubhouse Hire	4,734	4,898
Firewood Sales	3,626	4,396
Locker Hire	640	740
Signage on Tees & Buildings	5,509	7,900
	<u>205,665</u>	<u>222,362</u>
9. Employee & Volunteer Related Costs		
Course Wages & Contract Labour	99,876	98,811
Bar Wages	22,238	15,965
Administration Wages	39,863	39,914
Cleaning & Caretaking Wages	11,917	11,016
	<u>173,893</u>	<u>165,706</u>

Feilding Golf Club (Inc)

Notes to the 2020 Performance Report

(Cont'd)

	2020	2019
	\$	\$
10. Costs Related to Providing Goods and Services		
Club House Expenses		
Caretakers House expenses	2,969	3,249.04
Cleaning	3,078	3,798.87
Insurance	8,674	10,268.10
Maintenance & Sundry	12,635	10,556.02
Maintenance - Car Park	0	1,535.97
Power & Gas	9,635	9,870.66
Course Expenses		
Course Development	589	0.00
Fuel & Lubricants	9,768	12,590.11
Machinery Repairs	17,929	10,580.18
Maintenance & Sundry	29,184	25,530.68
Power	4,609	3,084.21
Seeds & Fertilizer	5,155	6,901.56
Bar Purchases & Expenses	51,980	52,054.83
Tournament Expenses	12,051	23,782.73
Administration Expenses		
Advertising, Printing & Stationery & Autoscore	9,888	11,202.20
Computer Expenses	2,822	2,860.79
Insurance	6,245	7,812.40
Interest - Bank & Members	0	0.00
Junior Golf	2,156	2,300.00
Dotgolf expenses	2,072	0.00
Legal Fees	0	448.88
Levies	18,101	18,417.10
Rates (less \$4,199 Remissions)	3,281	3,376.30
Representative Teams	1,669	3,173.51
Telephones	4,550	4,328.80
Trophies, Prizes, Engraving	2,272	1,347.83
	221,312	229,071
11. Other Expenses		
Audit Fee	2,000	2,300
Accounting	750	750
Professional fees	13,056	14,277
NZ Racing Board grant repayment	8,000	
Sundry	4,398	6,952
Depreciation	38,998	43,377
	67,202	67,656

Feilding Golf Club (Inc)

Notes to the 2020 Performance Report

(Cont'd)

	2020	2019
	\$	\$
12. Bank Accounts and Cash		
Cash on Hand	1,015	1,015
BNZ Current Account	18,339	4,755
BNZ Deposit Account	0	7,122
BNZ On Call Account	100,194	25,108
BNZ Machinery Account	9,955	6,549
BNZ Beautification Account	4,481	4,588
Daily Clearing Account	0	34
BNZ Term Deposit	112,172	100,313
	246,156	149,483
13. Debtors and Prepayments		
GST Receivable	0	0
Accounts Receivable	7,806	10,632
Prepayments	14,887	15,368
	22,693	26,000
14. Inventory		
Bar	3,281	3,635
Other	2,268	2,400
	5,549	6,035
15. Investments		
Shares - Farmlands Ltd	1,423	1,423
	1,423	1,423
16. Creditors and Accrued Expenses		
Accounts Payable	30,448	32,785
GST Payable	574	437
	31,022	33,222
17. Unused Donations and Grants with Conditions		
Donations	4,450	4,588
	4,450	4,588
The donation has been made with the condition that the funds be spent on improvements to the gardens		
18. Other Current Liabilities		
Income in Advance		
Tee advertising	7,890	0
Subscriptions (Annual)	70,197	70,894
Subscriptions (12 year)	7,975	9,425
	86,062	80,319

19 Covid-19
 On 11 March 2020, the World Health Organisation declared an outbreak of Covid-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March 2020, New Zealand increased its Covid-19 alert level to level 4 and a nationwide lockdown commenced. As part of the lockdown the Club closed. On 28 April 2020, New Zealand went to alert level 3. On 14 May 2020, New Zealand went to alert level 2. On 9 June 2020, New Zealand went to alert level 1.
 At this time the full financial impact of the Covid-19 pandemic is not able to be determined, but it is not expected to be significant to Feilding Golf Club Incorporated.

Feilding Golf Club (Inc)

Appendix
Bar Trading Account
For the Year Ended 30 September 2020

	2020	2019
	\$	\$
Sales	121,007	115,701
Less Cost of Sales		
- Opening Stock	3,635	3,629
- Purchases	45,372	46,194
	49,007	49,823
- Closing Stock	3,281	3,635
	45,726	46,189
 Gross Profit	 75,281	 69,512
Less Expenses - Sundry	6,254	5,866
- Wages	22,238	15,965
	28,492	21,831
 Net Surplus from Bar	 46,789	 47,682
 Gross Profit % to Sales	 62.21%	 60.08%

Feilding Golf Club (Inc)

Appendix

Statement of Movements in Member Funds
For the Year Ended 30 September 2020

	2020	2019
	\$	\$
Opening Funds	514,153	487,971
Net Surplus/(Deficit)	57,146	26,182
Closing Funds	<u>571,299</u>	<u>514,153</u>

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the members of Feilding Golf Club Incorporated

Report on the Performance Report

We have reviewed the accompanying performance report of Feilding Golf Club Incorporated, which comprise the statement of financial position as at 30 September 2020 and the statement of financial performance, statement of movement in accumulated funds, entity information, statement of service performance and statement of cash flows for the year ended 30 September 2020 and a summary of significant accounting policies and other explanatory information.

Committee's responsibility for the performance report

The Committee is responsible on behalf of the entity for:

- (a). Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b). The committee are responsible for the preparation and fair presentation of the performance report which comprises:
 - The entity information; and
 - The statement of service performance; and
 - The statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report.

In accordance with the Public Benefit Entity Simple Format Reporting- Accrual (Not For Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

- (c). For such internal control as the committee determine necessary to enable the presentation of the performance report that is free from material misstatement, whether due to fraud or error.

The Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report. We conducted my review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Review Engagements (New Zealand) (ISRE (NZ) 2400

(Revised) and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) (ISRE (NZ) 3000(Revised). Those standards require us to conclude whether anything has come to my attention that causes me to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting-Accrual (Not For Profit). Those standards require that we comply with ethical requirements

A review of the performance report in accordance with ISRE (NZ) 2400 (Revised) is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgment, including identifying areas where the risk of material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised). Accordingly we do not express an audit opinion on the performance report.

Mark Pinny is the assurance practitioner, and is also a member of Feilding Golf Club Incorporated, but does not take part in any form of management within the club.

CONCLUSION

Based on our review, nothing has come to our attention that causes us to believe that:

- (a). The reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are not suitable;
- (b). The performance report on pages 3 to 12 does not present fairly, in all material respects,
 - The financial position of Feilding Golf Club Incorporated as at 30 September 2020 and statement of financial performance and its cash flows for the year then ended; and
 - The entity information and service performance for the year then ended.

In accordance with .PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit)

Pinny & Associates

Pinny & Associates Ltd.
Assurance Practitioner.
Palmerston North
27.11.2020

Pinny & Associates

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Chartered Accountants



RULES
of the
FEILDING GOLF CLUB INCORPORATED

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**RULES of the
FEILDING GOLF CLUB INCORPORATED**

1.0 NAME AND DESCRIPTION

- 1.1 The Club shall be called the **FEILDING GOLF CLUB INCORPORATED** and its registered office shall be at the Club House, Aorangi, Waughs Road, Feilding or such other place in Feilding as the Board of Management may from time to time determine. The Club shall consist of Full Playing Members, Intermediate Members, Junior Members, Life Members, Temporary Members, Honorary Members, Social Members, Summer Members and 9 Hole Members, Twilight Golf Members, Business House Golf Members, FootGolf Social Members and such other class of members as shall from time to time be provided for by the Board of Management. Full Playing members and Life Members are to take part in the Management of the Club. Fully subscribed Full Playing Members, Life Members and 9 Hole Members alone are entitled to vote at meetings.

2.0 OBJECTS

- 2.1 The objects of the Club are to provide for members, a Golf Course, a Club House and other Sports Facilities, and to have available all the things incidental to the playing of Golf and other Sports and all facilities and finances are to be applied to these purposes.

3.0 BOARD OF MANAGEMENT

- 3.1 The management of the affairs and business of the Club shall be vested in the Board of Management (in these rules referred to as "The Board") and will consist of:
- (a) The President
 - (b) The Vice President
 - (c) One member of the Men's Golf Committee
 - (d) One member of the Women's Golf Committee
 - (e) One other Member
 - (f) The Treasurer, who shall be appointed pursuant to Rule 10.
- 3.2 All Officers of the Board must be full playing members for a minimum period of two years prior to their appointment.
- 3.3 All these Officers shall be called "Board Members".

4.0 ELECTION OF THE BOARD

- 4.1 The Board Members other than the Treasurer shall be elected as follows:
- 4.2 The President and Vice President shall be elected at each Annual Meeting by a resolution of Members of the Club that are entitled to vote. The term of office for each will be no longer than 3 years.
- 4.3 The Men's Club Captain shall be elected at the Men's Golf Committee Annual Meeting and shall hold office until the Men's Golf Committee Annual Meeting next following his election, when he shall retire but shall be eligible for re-election. Should the Men's Club Captain decline nomination as a member of the Board then a member shall be elected as provided in Clause 12.1 herein.
- 4.4 The Women's Club Captain shall be elected at the Women's Golf Committee Annual Meeting and shall hold office until the Women's Golf Committee Annual Meeting next following her election when she shall retire, but shall be eligible for re-election. Should the Women's Club

Captain decline nomination as a member of the Board then a member shall be elected as provided in Clause 13.1 herein.

- 4.5 One Member shall be elected at the Annual General Meeting and shall hold office until the Annual General Meeting next following his/her election, when he/she shall retire but shall be eligible for re-election.
- 4.6 The President and any Board Member shall be eligible for re-election without requirement for nomination.
- 4.7 Except as provided in Rule 4.6, no person shall be eligible for election to the Board at any Annual General Meeting unless at least 16 clear days prior to the meeting there has been given to the Secretary, a nomination in writing bearing the signature of the proposer and seconder (being full playing members of the club) and also signed by the nominee indicating his/her willingness to be elected to the office stated in the nomination. A person may be nominated for more than one office, but may not be elected to more than one such office.
- 4.8 If a retiring Board Member seeks re-election and there is no other nomination for the office held by that member he/she shall be deemed to be re-elected. If a retiring Board Member does not seek re-election and there has been only one nomination for the office held by that member, such nominee shall be deemed to be elected.
- 4.9 If the number of candidates exceeds the number of vacancies a ballot shall be held. The Secretary shall have available voting papers for the members entitled to vote, who shall vote for no more than the number of candidates required to fill the vacancies. Votes shall be exercised by voting papers placed in the Ballot Box in the Secretary's Office. The Ballot Box shall be available to members for 14 days prior to the Annual General Meeting and votes may be cast up to 5.00 p.m. on the day appointed for the Annual General Meeting.
- 4.10 Two Past Presidents of the Club shall be appointed by the Board as scrutinisers and they shall count the votes and report the result of their count to the Chairman of the Annual General Meeting, who shall declare the result at such meeting.
- 4.11 In the event of a tie in the voting, the Chairman shall resolve it by lot at the Annual General Meeting.
- 4.12 The Board shall have power at any time to appoint any person to be a Board Member to fill a vacancy in any office of the Board. Any Member so appointed shall hold the office until the next Annual General Meeting, but shall be eligible for election at that meeting.
- 4.13 The Club may at any Special General Meeting, remove any Board Member before the expiration of his/her period in office notwithstanding anything in these rules. The Board may appoint any member to be a Board Member to fill the vacancy created. Any member so appointed shall hold office until the next Annual General Meeting, but shall be eligible for election at that meeting.

5.0 REMOVAL FROM OFFICE

- 5.1 Any member of the Board shall be removed from office:
- (a) If he/she is convicted of an offence punishable by imprisonment.
 - (b) If he/she is declared a mentally ill person or an incapable person within the meaning of the Mental Health Act.
 - (c) If he/she is absent from meetings of the Board for a continuous period of two calendar months without leave of absence from the Board.
 - (d) If he/she is adjudicated Bankrupt.

6.0 RESIGNATION OF OFFICERS

- 6.1 (a) Any member of the Board may resign by notice to the Club. A Member who resigns pursuant to this rule shall not be disqualified from being re-elected at any time thereafter.
- (b) Every Officer of the Club shall ipso facto vacate his/her office on ceasing to be a member of the class of members qualified to be elected to that office or on being suspended from the membership of the Club for a period exceeding 30 days.

7.0 POWERS AND DUTIES OF THE BOARD OF MANAGEMENT

7.1 The Board shall be responsible for all aspects of financial management, course management and development, business and general affairs of the club including the following:

- (a) To plan and co-ordinate a long term policy for the prudent use of the Club's finances and resources.
- (b) To formulate a long term policy for the management, beautification and improvement of the course including the maintenance and replacement of machinery.
- (c) To formulate a long term policy to promote membership of the Club.
- (d) To ensure the availability of funds for the operation of the Club.

7.2 The Board may exercise such powers and take such actions as the Club by its Rules or otherwise is authorised to exercise and do, and which are not hereby or by statute directed or required to be exercised or done by the Club in General Meeting. Without prejudice to the powers conferred herein the Board shall have the following powers:

- (a) To buy or sell any real or personal property or any rights or privileges at such price and upon such terms and conditions as it thinks fit and to give and execute such mortgages, deeds, instruments and securities as are considered necessary, provided that no commitment for the sale or purchase of land may be made without approval of a resolution passed at a General Meeting of members.
- (b) To borrow money on such terms as the Board determines.
- (c) To purchase, acquire, construct, alter or maintain such buildings, fences, machinery and other works as are required by the Club.
- (d) To appoint, re-employ or suspend staff and to determine conditions of service, remuneration and terms of contracts entered into with employees, catering staff and Club Professional.
- (e) To delegate any of its powers to Committees and to regulate the Committee activities in accordance with Rule 22.0 herein.
- (f) To lease or accept leases, and enter into negotiations, contracts and agreements in the name of and on behalf of the Club, as is necessary for its efficient operation.
- (g) To make by-laws for the regulation and maintenance of the Club House, the grounds, the course and any properties of the Club and for the arrangement and control of games and matches.
- (h) To close the list of members and to regulate the number of members of any class.
- (i) To expel, suspend or fine any member for misconduct or breach of the Club's rules or by-laws.

- 7.3 Notwithstanding the powers set out in Clause 7.2(a) to 7.2(f) inclusive, the Board shall not commit the Club to expenditure on any single item or on any project exceeding \$100,000 in cost without first obtaining the Club's approval at a General Meeting.
- 7.4 Any officer of the Board or member of any Committee having a financial interest in any matter under discussion must before a vote is taken declare such financial interest. The Chairman shall then decide whether he/she may vote or not and the Chairman's ruling shall be final. Failure to declare an interest may render the member liable to expulsion from the Board or Committee.
- 7.5 To affiliate with any governing body controlling golf as played in New Zealand and to make payment of any fees, subscriptions or sums of money as prescribed by such body.
- 7.6 Any income, benefit or advantage shall be applied to the objectives of the Club. With reference to Clauses 7.2(d) and 9.1, no member of the Club or any person associated with a member shall participate in, or materially influence any decision made by the Club in respect of the payment to or on behalf of that member or associated person of any income, benefit or advantage whatsoever.

Any such income shall be reasonable and relative to that which would be paid in an arms length transaction (being open market value).

The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

8.0 MEETINGS OF THE BOARD

- 8.1 The Board shall meet at such time and at such places as it shall determine and failing agreement shall meet monthly in the Club House. Notice of any meeting of the Board shall be given to all Board Members.
- 8.2 The quorum for any meeting of the Board shall be three.
- 8.3 The Board shall elect from their number a Chairman who shall preside over each meeting of the Board, and a Deputy Chairman who shall act in the event of the Chairman's absence. The Chairman at any meeting, in addition to his/her own vote as a Board Member, shall have a casting vote.
- 8.4 Should the membership of the Board reduce below the quorum, the continuing Board Members shall summon a Special General Meeting of the Club.

9.0 SECRETARY

- 9.1 There shall be a Secretary who shall be appointed by the Board at such remuneration and on such terms and conditions as it shall think fit. The Secretary shall be responsible for the implementation of the Board's policies and procedures.
- 9.2 The Secretary will be available at all times to attend all Board Meetings and Committee meetings except the Women's Golf Committee Meetings, unless leave of absence is obtained from the Chairman, who will then delegate a minute secretary for those meetings. The Secretary shall have no voting rights at these meetings.
- 9.3 The Secretary shall keep minutes of all resolutions and proceedings at General Meetings, shall produce such minutes at all such meetings, and shall keep a record of the members present and voting at all meetings for the election of members.
- 9.4 The Secretary shall keep a Register of Members of the Club in terms of Section 22 of The Incorporated Societies Act 1908 and shall also furnish the Registrar of Incorporated Societies with certified returns and Balance Sheets as required by Section 23 of the said Act.

- 9.5 The Secretary shall keep correct accounts and books showing the financial affairs of the Club and the particulars usually shown in books of a like nature, and shall pay into the ANZ National Bank Ltd. at Feilding, or such other Bank as the Board may from time to time direct to the credit of the Club all moneys he/she may receive. All payments out of the funds of the Club shall be made by the order of the Board, by cheques signed by any two members of the Board, or by one of the Board members and the Secretary.
- 9.6 The Secretary shall make such arrangements with members as may be necessary for payment of members' subscriptions.
- 9.7 The Secretary shall attend to all other matters that are specified in his/her Employment Contract.

10.0 TREASURER

- 10.1 The Treasurer shall be an appointee of the Board.
- 10.2 All books, accounts and records shall be produced to the Treasurer for his/her information as he/she may require. The Treasurer shall submit a statement of the financial affairs of the Club to the Annual General Meeting, such statement having been previously examined and certified as correct by an Auditor. A copy of the financial statement shall be available to each member at least seven days before the Annual General Meeting.
- 10.3 The Treasurer shall prepare budgets projecting the income and expenditure for the Club for each financial year and include future projections as directed. These budgets shall be reviewed, amended and approved by the Board.
- 10.4 The Treasurer shall complete the annual budgets not later than the 30th October in each year, and shall update them not less than three monthly.
- 10.5 The Treasurer shall recommend by the 10th November in each year, the level of subscriptions for the coming season.
- 10.6 The Treasurer will submit to the Board, at each Board meeting, such financial information, and attend to other financial matters as the Board requests.

11.0 FINANCIAL YEAR

- 11.1 The Club financial year shall be from the 1st October to the 30th September following or such period as the Board may decide.

OTHER COMMITTEES

12.0 MEN'S GOLF COMMITTEE

- 12.1 There shall be a Men's Golf Committee, which shall consist of a Club Captain, Vice-Club Captain and three other elected members with the power to co-opt. The Club Captain shall be appointed to the Club's Board, but if he declines nomination then a representative shall be elected by the Men's Annual Meeting from the other four committee members.
- 12.2 This committee will be responsible for the day to day running of men's golf including the compiling of the yearly programme, running of men's tournaments and the setting up of the golf course for men's golf.
- 12.3 The maximum term for the Men's Club Captain is three years.

13.0 WOMEN'S GOLF COMMITTEE

- 13.1 There shall be a Women's Golf Committee, which shall consist of a Club Captain, Vice-Club Captain, Secretary and four elected members with the power to co-opt. The Club Captain shall

be appointed to the Club's Board but if she declines nomination then the representative shall be elected by the Women's Annual Meeting from the other six committee members.

- 13.2 This committee will be responsible for the day to day running of women's golf including the compiling of the yearly programme, running of women's tournaments and the setting up of the course for women's golf.
- 13.3 The maximum term for the Women's Club Captain is three years.

MIXED 9 HOLLERS COMMITTEE

- 14.1 There shall be a Mixed 9 HOLLERS Golf Committee which shall consist of a Club Captain, Vice Club Captain and four elected members with the power to co-opt.
- 14.2 This Committee shall be responsible for the day to day running of 9 Hole Golf including the compiling of the yearly programme and the running of 9 Hole Tournaments.
- 14.3 The maximum term for the 9 Hole Club Captain is 3 years.

ELECTION OF COMMITTEES

- 15.1 No member shall be eligible for any elected position on a Committee unless at least 16 clear days before the relevant meeting there has been given to the Secretary a nomination in writing bearing the signature of the proposer and seconder (being full playing members of the Club) and also signed by the nominee indicating his/her willingness to be elected to the Committee in question. A person may be nominated for more than one Committee.
- 15.2 If the number of candidates exceeds the number of vacancies a ballot shall be held. The Secretary shall have voting papers available for the members entitled to vote, who shall vote for no more than the number of candidates required to fill the vacancies. Votes shall be exercised by voting papers placed in the Ballot Box in the Secretary's Office. The Ballot Box shall be available to members for 14 days prior to the relevant meeting and votes may be cast up to 15 minutes prior to the advertised time of commencement of that meeting.
- 15.3 Where the election is to be held at an Annual General Meeting two Past Presidents of the Club shall be appointed by the Board as scrutineers and they shall count the votes and report the result of their count to the Chairperson who shall declare the result at such meeting.
- 15.4 Where the election is to be held at a Men's Annual Meeting or a Women's Annual Meeting two members shall be appointed by the meeting as scrutineers and they shall count the votes and report the result of their count to the Chairperson who shall declare the result at such meeting.
- 15.5 In the event of a tie in the voting, the Chairperson shall resolve it by lot.
- 15.6 The Board shall have the power at any time to appoint a member to a committee to fill a vacancy. Any member so appointed shall hold office until the next relevant annual meeting.

COMMITTEE ORGANISATION

- 16.1 All committees will be given a list of their duties by the Board.
- 16.2 All committees will work within budgetary guidelines set by the Board.
- 16.3 All committee shall conform to any guidelines imposed by the Board.
- 16.4 No Committee shall commit the Club to expenditure in excess of its budgetary limit without the prior consent of the Board.

16.5 No Committee shall commit the Club to expenditure on any single item, project or development exceeding \$1000 in cost (or such larger sum as is authorised by the Board) without the consent of the Board.

16.6 All Committees shall meet monthly and reports of meetings shall be placed before the Board at the meeting immediately succeeding the Committee's meeting.

17.0 ANNUAL GENERAL MEETING

17.1 The Annual General Meeting of the Club shall be chaired by the Chairman of the Board and shall be held not later than the 12th day of December in each year at such time and place as the Board may determine. Notice of the meeting shall be given not less than 16 days prior. The business of the meeting shall be:

- (a) Presentation of the Chairman's Report
- (b) Adoption of the audited Financial Statement of the Club
- (c) The appointment Auditor and the terms of any Audit to take place will be set down by the Board of Management at the end of each financial year so that when the Annual Accounts are available the Audit may take place in accordance with that criteria..
- (d) Announcing the election results
- (e) Such other business as shall have been notified in the meeting notice
- (f) General Business.

18.0 SPECIAL GENERAL MEETINGS

18.1 A Special General Meeting:

- (a) May be called by direction of the Board at any time.
- (b) Shall be called by the Secretary within 14 days after the receipt of a requisition to that effect signed by not less than 20 members of the Club specifying the subject to be discussed at such meeting. Notice of any meeting specifying the matter to be discussed shall be given at least 7 days prior to the date of the meeting. No business shall be transacted at any Special General Meeting except that for which notice has been given as aforesaid and no resolution shall be declared carried unless supported by a majority of members present and voting thereon.

19.0 QUORUM

19.1 A quorum at any General meeting shall be twenty members.

20.0 MEN'S AND WOMEN'S GOLF COMMITTEES' ANNUAL MEETINGS

20.1 The Annual Meetings for the aforesaid Committees shall be held not later than the 20th day of November in each year at such times and places as the respective Committees may determine for the purpose of electing officers. Notices of such meetings shall be given sixteen days prior. The Annual Meetings shall be chaired by the Club Captains.

20.2 Nominations shall close for each committee sixteen days prior to the meetings. If the number of candidates exceeds the number of vacancies a ballot shall be held. The Secretary shall have voting papers available for the members entitled to vote. Each member entitled to vote shall exercise their vote by placing their voting paper in the Ballot Box in the Secretary's office. The Ballot Box shall be available to members for fourteen days prior to the meeting and votes may be cast up to 5.00 p.m. on the day of the respective meetings.

20.3 Scrutineers shall be appointed by the meetings and they shall count the votes and report the results to the Chairpersons of the Annual Meetings, who shall declare the results at such meetings.

20.4 In the event of a tie in the voting, the Chairman shall resolve it by lot at the Meeting.

21.0 NOTICE OF MEETINGS

21.1 Notice required to be given to members for the Annual General Meeting, Special General Meetings and the Men's and Women's Golf Committees' Annual Meetings may be effected by hand or by post to the member at the address last notified by the member to the Secretary, or by advertising in a newspaper circulating in the town of Feilding and its environs and by notice posted in the Club House, or by social media to the member at the address last notified by the member to the secretary **AND** the failure of any member to receive such notice shall not invalidate the meeting the subject of the notice.

22.0 MEMBERSHIP

22.1 Membership of each of the classes of membership defined in Rule 1.0 herein shall be limited to such number of men and women respectively as the Board may from time to time direct. Except as elsewhere provided the conditions and privileges of each class of membership shall be:

22.2 FULL PLAYING MEMBERS

Such members may exercise at all times full playing rights and privileges in respect of the course, Club House and facilities generally.

22.3 INTERMEDIATE AND JUNIOR MEMBERS

- (a) Junior Members shall be under the age of 19 years as at 31st December in any year.
- (b) Intermediate Members shall be 19 years and over and under the age of 25 years as at 31st December in any year.
- (c) Subject as above set forth, Junior and Intermediate Members shall have the privilege of playing on the course or parts thereof subject to such conditions and restrictions as the Board may from time to time impose and shall be entitled to use such portions of the Club House as the Board may from time to time determine.

22.4 LIFE MEMBERS

At any Annual General Meeting the members may by a two-thirds majority of the members present and entitled to vote at such meeting elect to Life Membership any member of the Club who has rendered outstanding services to the Club and/or to golf and who has been recommended by the Board. Life Members shall be entitled to all privileges of the Club and shall not be liable to pay any annual subscription.

22.5 TEMPORARY MEMBERS

The Board may admit as a Temporary Member of the Club, any member of any Club affiliated to the New Zealand Golf Association upon such terms and at such subscription in each case as the Board may deem reasonable. Such members shall have all the privileges of a Full Playing Member of the Club except that they shall have no voting rights. Membership shall terminate immediately they cease to be a member of another affiliated Club.

22.6 HONORARY MEMBERS

The Board on the nomination of the Men's and Women's Golf Committees may elect to Honorary Membership of the Club any person whose position is such that the Board would deem it appropriate to grant Honorary Membership for such period as may be thought fit. Such

persons may include important overseas visitors, outstanding and notable leaders in the community and persons holding important positions in golf administration. Such Honorary Members shall be entitled to the full use of the Club House, course and grounds without fee.

22.7 **SOCIAL MEMBERS**

Social Members may be admitted without an Entrance Fee. The election of such members shall be in the manner prescribed for the election of members. They shall not be entitled to play on the course.

22.8 **SUMMER MEMBERS**

Summer Members shall have the privileges of Full Playing Members during such part of the summer months as the Board shall determine, except that they shall have no voting rights.

22.9 **9 HOLE MEMBERS**

9 Hole Members, the criteria for which shall be from time to time stipulated by the Board, shall otherwise have the privileges of Full Playing Members including the right to vote.

22.10 **OTHER MEMBERS**

Twilight Golf Members, Business House Golf Members, FootGolf Social Members and any other class of membership from time to time put in place by the Board of Management shall have the criteria which shall from time to time be stipulated by the Board of Management except that they shall have no voting rights and the same will apply to any future classes of membership put in place by the Board of Management.

23.0 **ELECTION OF MEMBERS**

23.1 The election of members shall be dealt with by the Board. Such election shall be by the unanimous vote of the Board. No rejected candidate shall be proposed for election within the space of twelve months following, unless with the sanction of the Board. No person shall be eligible for election until a nomination form signed by that person has been posted at the Club House for a period of at least fourteen days prior to the election. All candidates shall be Honorary Members until the election date.

24.0 **ENTRANCE FEE AND SUBSCRIPTION**

24.1 Subject as in hereinafter provided the Entrance Fee and all Annual Subscriptions for all members shall be of such form and of such amounts as the members in General Meeting may from time to time determine provided that:

- (a) The Board shall have power to increase the Annual Subscription payable by an amount not exceeding 5% per annum in any one year without requiring the approval of the members in General Meeting.
- (b) The Board shall have power to waive, suspend or reduce the Entrance Fee without requiring the approval of the members in General Meeting.

24.2 The final date for payment of any part of the subscription and fees for Full Playing Members shall not be later than the 15th February in each year unless the member has made an arrangement for paying by instalments with the Secretary prior to the commencement of play in any playing season and for a new member not later than one month after the meeting of the Board at which such a member was elected.

24.3 All other classes of members shall pay their subscription and fees in full prior to the commencement of play or once they have made arrangements with the Secretary.

- 24.4 Any member failing to pay his/her subscription on or before the dates as above subscribed or having failed to make suitable arrangements for payment with the Secretary may be notified by the Secretary that if all arrears owing to the Club are not paid within seven days of the date of notice, he/she shall be held to have withdrawn from the Club and failing payment within that time he/she shall cease to be a member and shall not be proposed for re-election until all arrears to the Club have been paid.
- 24.5 Any new member joining the Club, who is a financial playing member of another Golf Club which has an Entrance Fee of the amount of the Entrance Fee to this Club or in excess thereof, may be admitted to the membership of this Club without payment of any Entrance Fee, provided that such new member shall have previously paid to any club affiliated to the N.Z. Golf Association an Entrance Fee equal to or in excess of that imposed by this Club. The Board may give credit to any joining member for any Entrance Fee paid to another Club which is less than the Entrance Fee payable to this Club.
- 24.6 No member shall be entitled to vote at any meeting of the Club unless he/she shall have paid the Entrance Fee, Annual Subscription and any other moneys due to the Club at the time of such meeting, or arrangements for payment have been made with the Secretary as previously described.

25.0 NOTICE TO NEW MEMBERS

- 25.1 On the election of a new member the Secretary shall at once give him/her notice thereof. Entrance Fees if any, and subscriptions are to be paid to the Secretary in advance or in no case later than one month from the date of notice of election, failing which the election shall be null and void. Every member shall be deemed to agree to be bound by the Rules and By-laws of the Club and the payment of the Entrance Fee, if any, or Annual Subscription shall be conclusive evidence of such agreement.

26.0 ABSENTEE MEMBERS

- 26.1 Any member of the Club who shall give notice in writing to the Secretary of his/her inability to use the Course or Club House for a period of not less than six months may, at the discretion of the Board, be placed on the Absentee Member's List and the Board may reduce the subscription payable by such member.
- 26.2 If any member shall during the playing season leave the district and resign his/her membership, the Board may remit or refund any subscription and fees of any part thereof as it deems fit.

27.0 RESIGNATION

- 27.1 A member may at any time by giving notice in writing to the Secretary, resign his/her membership of the Club but shall continue to be liable for any Annual Subscription and all the arrears due and unpaid at the date of his/her resignation. Any member may before his/her resignation has been accepted by the Board, with the consent of the Board withdraw his/her resignation.

28.0 CESSATION OF MEMBERSHIP

- 28.1 Every person ceasing to be a member of the Club, shall forfeit any claim upon the Club or its property.

29.0 ADDRESSES OF MEMBERS

- 29.1 Every member shall from time to time communicate his/her address to the Secretary and all notices posted to or left at such address shall be deemed to be fully delivered. If no address be given the word 'Feilding' shall be a sufficient address.

30.0 VISITORS

- 30.1 Members may admit friends who are members of affiliated Clubs as visitors to the Club on payment of Green Fees as provided for and posted in the Club House.
- 30.2 Any child or children brought on to the property of the Club must be kept under strict control by the member under whose control the child or children may be.
- 30.3 All visitors to the Club shall sign the Visitors' Book upon entering the Club House.

31.0 DISPUTES AND GRIEVANCES

- 31.1 Any member who is charged with a breach of the Club Rules, shall have the right to appear and be heard at a meeting of the Board. The member shall receive in writing, the decision of the Board delivered to the address last notified by the member to the Secretary. Within one month of the notice being given, the member shall have the right to appeal to the Board in writing.
- 31.2 Any member who has a grievance may refer it to the Board for determination.
- 31.3 Any member who appeals to the Board in accordance with Rule 38.1, or who is in dispute with the Board or who has a grievance pursuant to Rule 38.2 may request that the matter be referred to Arbitration in accordance with the Arbitration Act 1996. Any such reference to Arbitration shall be reference to a single disinterested arbitrator as agreed between the parties in dispute and the decision of such arbitrator shall be final and binding upon the parties.

32.0 COMPETITIONS

- 32.1 The Men's and Women's Golf Committees shall arrange and control their respective competitions and matches and their decision on all points connected therewith shall be final. The Rules of Golf shall be those laid down and approved by the Royal and Ancient Golf Club of St. Andrews and its amendments except as amended by the local rules or by-laws of this Club or by any Governing Body controlling the playing of golf in New Zealand having jurisdiction over the Club.

33.0 ALTERATION OF RULES

- 33.1 The rules of the Club may be repealed or amended or new rules made by a two-thirds majority of members voting at any General or Special Meeting of the Club provided not less than seven days' prior written notice of such intended repeal, amendment or new rules shall have been duly given.
- 33.2 No addition to or alteration of the non-profit aims, personal benefit clause or the winding up clause shall be approved without the approval of the Inland Revenue Department. The provisions and effect of this clause shall not be removed from this document and shall be included and implied into any document replacing this document.

34.0 COURSE AND HOUSE CONTROL

- 34.1 The Board shall have power to make all such by-laws as may in its opinion be necessary for the upkeep, control and management of the course and the Club House.

35.0 COLOURS

- 35.1 Colours of the Club shall be dark green or such colour or colours as are approved by members at a General Meeting.

36.0 DOGS

- 36.1 No dogs shall be allowed in the Club House or on the course under any consideration whatsoever. Members infringing this rule shall be subject to a penalty to be fixed by the Board. This Rule does not apply to dogs owned by the caretaker used for security purposes.

37.0 DISSOLUTION

- 37.1 A simple majority of the members present at a meeting convened for the purpose may (provided that all liabilities of the Club have been fully discharged) resolve that the Club be dissolved as from the date to be named in such resolution. Such resolution shall then only be binding provided that such resolution is confirmed by a simple majority of members present at a second meeting called for the purpose, such a meeting to be held no sooner than 30 days after the date of the last meeting and the members shall then also direct the method of disposition of funds and property of the Club after the dissolution thereof and notice of such resolution shall be sent to the Registrar.
- 37.2 Notwithstanding Rule 44.1 above, if upon the dissolution of the Club there remains after the satisfaction of all debts and liabilities any funds or property whatsoever, the same shall not be paid to or distributed among the members of the Club but shall be given or transferred to some other organisation having similar objects to that of the Club and being an organisation in New Zealand approved by the Inland Revenue Department as a charitable non-profit organisation.

38.0 ACTS SHALL BE VALID

- 38.1 All acts done by any meeting of the members of the Board or any Sub-Committee or by any person action on behalf of the Board, shall be as valid as if every such person had been duly appointed and had been qualified to act, notwithstanding that it shall afterwards be discovered that there was some defect in the appointment of such committee or persons acting as aforesaid, or that they or he/she, or any of them were disqualified.

39.0 MATTERS NOT PROVIDED FOR

- 39.1 If any matter shall arise which is not, or which in the opinion of the Board is not provided for by or under these rules, the same shall be determined by the Board in such manner as it shall deem fit, and every such determination shall be binding upon the Club and its members unless and until set aside by a resolution of a General Meeting.

40.0 REPEALS AND SAVINGS

- 40.1 The Rules of the Club as operative at the date of adoption of the Constitution are hereby repealed, but all existing appointments to Office and all acts of authority which originated thereunder and are subsisting or are in force on the coming into operation of these Rules shall inure as if they had originated under these Rules.

41.0 INTERPRETATION

- 41.1 These Rules repeal the former Rules of the Club dated 14th March 2000 as amended from time to time.

These Rules were submitted to a Special General Meeting of members held on Monday 10th December 2018 at which time they were approved and ordered to be printed and registered with the Registrar of Incorporated Societies and were ordered to take effect as from 10th December 2018.

Feilding Golf Club

From: DIA - Charities Services <email@charities.govt.nz>
Sent: Wednesday, 7 September 2016 7:01 p.m.
To: secretary@feildinggolfclub.co.nz
Subject: Registration Approval

INTERNAL AFFAIRS



Te Tari Taiohenua

DIA - CHARITIES SERVICES
120 Victoria Street, Wellington 6011
P.O. Box 30-112, Lower Hutt 5040
New Zealand
Fax +64 4 382 3595
Freephone 0508 242 748
Website www.dia.govt.nz www.charities.govt.nz

07 September 2016

Dear Ann Heap

Re: Registration of Feilding Golf Club Incorporated

I am pleased to advise that your application to register Feilding Golf Club Incorporated as a charity has been successful. Your official Registration Number is CC53714.

Details about Feilding Golf Club Incorporated are now publicly available on the Charities Register at www.charities.govt.nz. As proof of registration can be obtained by visiting our website and performing a search of a charity's name or registration number we no longer issue certificates of registration.

Being a registered charity brings with it some obligations. These include:

- sending an Annual Return to Charities Services each year (refer to the link below). Your first Annual Return is due before 31 March 2017; and
- notifying Charities Services of changes to the name, address for service, balance date, rules, purposes or officers no later than three months after the effective date of the change. You may use the Update Details form available on our website. We will need to check that the changes made do not affect your registration status.

Failure to meet these obligations may result in your charity losing its charitable status. Please ensure that all future officers are also made aware of these obligations.

Please note that the financial reporting requirements for registered charities are changing from 1 April 2015. Information, templates and guidance notes are available on our website. Stay up to date on these changes, upcoming workshops and other relevant information by checking our website and regular "Charities News Alert" newsletters regularly.

For further guidance or information, please contact us on our free information line 0508 242 748 or email info@charities.govt.nz.

Yours sincerely,

Penelope Edgerley
Team Leader Registration

The following information may be helpful:

Annual Returns <http://www.charities.govt.nz/im-a-registered-charity/annual-returns/>

Update Details <http://www.charities.govt.nz/im-a-registered-charity/update-charity-details/>

Tax and donee status <http://www.charities.govt.nz/apply-for-registration/how-to-apply/tax-information/>

Rates Remission Application

Applicant details	
Valuation reference number(s)	14081-05700B
Name of organisation	Feilding LifePoint Church
Contact name	Jocelyn Stephens
Postal address	116 Derby Street Feilding
Phone	0210442542
Email	lifepointchurch@xtra.co.nz
Website	
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	CC40640
What was the charity registration date?	30th June 2008
Please upload a copy of proof of charitable status	
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	To see our church grow spiritually and numerically by being a people who extend love and acceptance to all. To seek out and meet needs in our community To provide a place of Worship, love and support for everyone who chooses to come to us. We are the only church in our immediate neighbourhood, Eden Kindergarten is on our land.
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	We are a community of people who offer a vibrant lifestyle choice. As well as being a spiritual base we host social events that are available to all. We currently provide a hot meal to the Caravan Park permanent residence one a fortnight. Each month we hold a free coffee, cake and chat morning, this is mainly attended by young mum's in our community but is open to all. Every second month we hold a social event for the elderly, this gives us the opportunity to check on them and help them, where possible, with any needs.
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	We care about the people in our community and do all we can to help with the many needs. People matter to God and therefore they must matter to us too. (and they do).

	We provide a place for Christian Worship Services, including funerals and weddings. We hold recovery programs for both men and women with the goal of seeing people made whole, healthy and fully functioning members of our community. We run a small food bank for those who have one off emergencies, others with on going needs we refer to either Manchester House or the Salvation Army.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	Our premises are available for public use. They are currently used weekly by the Spinners and Weavers and Eden Play group. Throughout the year the public use them for weddings, funeral refreshments, and private parties. All of our services and events are open to the public. These are advertised regularly.
Estimated number of active members, clients or participants	60
Do other organisations use your facilities? If yes, please give details of these organisations	Feilding Spinner and Weavers Eden Kindergarten Multi Cultural Group
Please attach here a copy of your organisation's constitution	Accepted Constitution (3).pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	
If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	201112 Final Accounts - LifePoint Church (1).pdf
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	
Supporting information	
Is there any other information you would like to share that would support your application?	We are a small congregation with limited income therefore any financial help is gratefully received. We desire to provide more courses like budgeting, making wholesome budget meals, and other life skill courses. All of these take finances to run so receiving a rate remission would be helpful in seeing these happen.

Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes
I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

Performance Report

LifePoint Church Feilding
For the year ended 31 July 2020

Prepared by TCL Accountants Group Ltd.

Contents

3	Compilation Report
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Compilation Report

LifePoint Church Feilding For the year ended 31 July 2020 Cash Basis

Compilation Report to the Directors of LifePoint Church Feilding.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of LifePoint Church Feilding for the year ended 31 July 2020.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Governing Body are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with LifePoint Church Feilding other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.



TCL Accountants Group Limited

Chartered Accountants

Palmerston North

Dated: 29 October 2020

Entity Information

LifePoint Church Feilding For the year ended 31 July 2020 Cash Basis

'Who are we?', 'Why do we exist?'

Legal Name of Entity

LifePoint Church Feilding

Entity Type and Legal Basis

Registered Charity - Not for Profit Organisation

Registration Number

CC40640

Entity's Purpose or Mission

To be a Healthy, Vibrant Church by knowing God and making Him known to others.

Entity Structure

LifePoint Church, Feilding comes under the umbrella of the Christian Churches of New Zealand. We are self-governing with our own Board for operations. Structure is as follows: Senior Leader - Eldership - Administration Board - Congregation.

Main Sources of Entity's Cash and Resources

The main source of cash and resources is donations (Tithing).

Main Methods Used by Entity to Raise Funds

Main methods used by LifePoint Church, Feilding are:

- Donations via Tithing
- Special Donations targeted to specific resources or services
- Themed outreaches with a koha component
- Grant requests for specified equipment/resources/ building upgrading

Entity's Reliance on Volunteers and Donated Goods or Services

LifePoint Church Feilding currently has only one paid worker, being the Senior Leader. All other roles within our structure are by volunteer contribution. Our volunteer numbers stand about 30 volunteers.

Physical Address

116 Derby Street, Feilding, Feilding, New Zealand, 4702

Postal Address

116 Derby Street, Feilding, Feilding, New Zealand, 4702

Approval of Financial Report

LifePoint Church Feilding
For the year ended 31 July 2020
Cash Basis

The Governing Body are pleased to present the approved financial report including the historical financial statements of LifePoint Church Feilding for year ended 31 July 2020.

APPROVED

V Hettishide

Board Member

Date

J R Stephens

Board Member

Date

Statement of Service Performance

LifePoint Church Feilding For the year ended 31 July 2020 Cash Basis

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

LifePoint Church, Feilding has a number of ongoing Strategies for community outreach and growth.

The administration team continues to look after and maintain the Church building and look toward strategies of improvement and how to achieve these. Most recently we have been approved for a grant from Central Energy Trust to install heat pumps into the crèche. We have also been looking towards opening up the toilet block in the office for general use. This will enable us to offer disability toilets that are suitable. We have also asked the congregation to assist in a general maintenance donation to be able to purchase some much needed new equipment and fittings.

Children's Church is still considered essential to Church growth with families requiring suitable programmes for their children to be grown in the Lord and engaged with the church environment. This ministry continues to have strong leadership and experienced volunteers who are interested in child development.

Worship is an essential part of Church life and continues to uphold a high level of excellence. This is in acknowledgement that God is very much integral in worship and we usher in his presence with praise and thanksgiving.

"Holy Grounds" Café have had a short hiatus due to Covid-19 restrictions and are now only just getting back into their outreach programme.

SALT (Senior Adults Living Triumphantly) has also been affected by Covid-19 restrictions but still continues to re-build after shutting down operations.

The Feilding Caravan Park outreach is now back into the swing of things and have now been operating over a year now. Apart from being unable to provide meals for approximately 2 – 3 months, we have been welcomed back with open arms. We continue to make connections with the residents that are significant.

One of the outcomes of lock down was to see the Church community connect with each other on a very practical level with younger Church members doing the grocery shopping for older members who could not get out. This kind of outreach brought our community even closer together.

	2020	2019
Description and Quantification of the Entity's Outputs		
Mission Outreach	1,800	1,800
Outreach	437	350
Eldership Expenses	-	174
Conference and Travel	-	986
Family Camp	989	2,810

Statement of Receipts and Payments

LifePoint Church Feilding For the year ended 31 July 2020

'How was it funded?' and 'What did it cost?'

	NOTES	2020	2019
Operating Receipts			
Donations, fundraising and other similar revenue	1	63,453	58,646
Receipts from providing goods or services	1	4,309	11,846
Interest, dividends and other investment receipts	1	14	21
Total Operating Receipts		67,775	70,514
Operating Payments			
Volunteer and employee related payments	2	47,330	48,085
Payments relating to providing goods or services	2	18,521	22,435
Grants and donations paid	2	2,287	2,150
Other operating payments	2	261	849
Total Operating Payments		68,398	73,519
Operating Surplus or (Deficit)		(623)	(3,005)
Capital Payments			
Repayment of borrowings	3	1,595	1,738
Total Capital Payments		1,595	1,738
Increase/(Decrease) in Bank Accounts and Cash		(2,218)	(4,744)
Cash Balances			
Cash and cash equivalents at beginning of period		18,770	23,514
Cash and cash equivalents at end of period		16,552	18,770
Net change in cash for period		(2,218)	(4,744)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Resources and Commitments

LifePoint Church Feilding
For the year ended 31 July 2020
Cash Basis

'What the entity owns?' and 'What the entity owes?'

	2020	2019
Bank Accounts and Cash		
Bank and cash/(bank overdraft)	16,552	18,770
Total Bank Accounts and Cash	16,552	18,770

	2020	2019
Other Resources		
Non Current		
Property, Plant and Equipment	1,278,390	1,278,390
Other Non Current		
Land & Buildings Revaluation	421,610	-
Total Other Non Current	421,610	-
Total Non Current	1,700,000	1,278,390
Total Other Resources	1,700,000	1,278,390

	2020	2019
Commitments		
Current		
Creditors and Accrued Expenses		
GST	(696)	(834)
Total Creditors and Accrued Expenses	(696)	(834)
Total Current	(696)	(834)
Non Current		
Other Non Current		
Loan for Church development	-	1,595
Total Other Non Current	-	1,595
Total Non Current	-	1,595
Total Commitments	(696)	761

	2020	2019
Equity		
Current year earnings	(761)	(2,551)
Equity/Members funds	421,610	-

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



	2020	2019
Retained earnings/Accumulated funds	1,296,399	1,298,951
Total Equity	1,717,248	1,296,399

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

LifePoint Church Feilding

For the year ended 31 July 2020

Cash Basis

'How did we do our accounting?'

Basis of Preparation

The entity is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

LifePoint Church Feilding is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Receipts and Payments comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

LifePoint Church Feilding For the year ended 31 July 2020 Cash Basis

	2020	2019
1. Analysis of Receipts		
Receipts		
Donations, fundraising and other similar receipts		
Donation Income	4,435	1,681
Tithes	59,018	56,965
Total Donations, fundraising and other similar receipts	63,453	58,646
Receipts from providing goods or services		
Camp Income	1,041	2,772
Grants	-	5,000
GST	137	(454)
Income sales	108	223
Rental building	3,022	4,306
Total Receipts from providing goods or services	4,308	11,847
Interest, dividends and other investment receipts		
Interest Income	14	21
Total Interest, dividends and other investment receipts	14	21
Total Receipts	67,775	70,514
	2020	2019

2. Analysis of Payments

Payments		
Grants and donations paid		
Donation expense	50	-
Donation expense - missions	1,800	1,800
Donation expense - speakers	437	350
Total Grants and donations paid	2,287	2,150
Volunteer and employee related payments		
ACC	104	110
Wages	47,226	47,975
Total Volunteer and employee related payments	47,330	48,085
Payments relating to providing goods or services		
Accounting	1,631	2,117
Advertising	180	180
Camp Expenses	989	2,810
Catering and Cleaning	1,066	526
Course related costs	-	486
Eldership	-	174

	2020	2019
Electricity and Gas	2,617	2,506
Equipment	-	673
Flowers and Gifts	956	1,391
General Expenses	168	270
Insurance	4,656	4,013
Leadership related expenses	111	-
Outreach Expenses	43	-
Printing and Stationery	472	200
Rates	1,825	1,804
Repairs and Maintenance	2,203	2,929
Resources	243	202
Telecommunications	1,019	1,011
Training	-	986
Vehicle Allowance	342	156
Total Payments relating to providing goods or services	18,521	22,435
Other operating payments		
Subscriptions	261	849
Total Other operating payments	261	849
Total Payments	68,398	73,519
	2020	2019

3. Capital Receipts & Payments

Other Liabilities

GST	(696)	(834)
Loan for Church development	-	1,595
Total Other Liabilities	(696)	761

Equity

Opening Balance	1,296,399	1,298,951
Asset Revaluation Reserve	421,610	-
Current year earnings	(761)	(2,551)
Total Equity	1,717,248	1,296,399

4. Related Parties

There were no transactions involving related parties during the financial year.

5. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

This constitution was adopted at the AGM Sunday 7th October 2007.

FEILDING LIFE POINT CHURCH CONSTITUTION

This constitution outlines the way we choose to function as a church.

We are an autonomous church attached to the movement known as Christian Churches New Zealand. (CCNZ)

Our vision is: *To be a healthy vibrant church by knowing God and making Him known to others.*

ORGANISATIONAL STRUCTURE:

Elders and Leadership Team will be responsible for the vision and policies, and the accountability of the Ministry Leader (The Minister).

The Ministry Leader functions as the Team Leader and is chosen by the eldership team for their calling, character, and giftedness by God for this function. The congregation will be given a two week period prior to a new Team Leader being appointed to present in writing any concerns they have regarding the pending appointment.

Every part of the congregation's life will come under the governance and responsibility of a Leadership Team member. The allocation of responsibility will be by the Ministry Leader in consultation with the Elders.

The Ministry Leader & Elders will appoint new Elders/Leaders when deemed appropriate to assist the life of the congregation in fulfilling its vision. The congregation will be consulted in this process and will be given a two week period to present in writing any concerns they have regarding the pending appointment. All Elders/Leaders will continue as long as they are fulfilling necessary requirements ie. a continuing call to serve; character and capacity to minister as part of the Elders and Leadership Team.

RESPONSIBILITY STRUCTURE:

Active Roles

- The role of the congregation is to serve as the primary ministers of the Church
- The role of the Elders and Leadership Team is to lead and equip the congregation to accomplish its mission
- The role of the Ministry Leader is establishing vision and values and leading the Elders and Leadership Team in leading the Church to accomplish its mission.

MEMBERSHIP

A member shall be a Christian who has confessed Jesus Christ as Lord and Saviour, has been baptized and has been accepted into membership by the Church Elders.

Members of the church commit to participate in the life of Feilding LifePoint Church through:

- Regular attendance at Sunday worship
- Serving – doing their part in the life and mission of the church
- Regular financial giving to the church
- Full participation in Annual and Special members meetings from age of 16

CONGREGATIONAL ROLE

The following decisions for the LifePoint church shall require the approval of the congregation by a 65% majority vote of members present with a minimum attendance of a quorum of 20%

- Amending this Constitution
- Ratifying the annual budget in broad categories.

The Ministry Leader & Elders are responsible to call Annual and Special Members meetings.

- All business should be submitted to Elders and Leadership Team in writing prior to meeting
- When calling the meeting the nature of business to be discussed is to be stated.
- All meetings of members should be announced at least 2 Sundays prior to the date of the proposed meeting, where possible.

DISPUTES:

If a dispute causes serious division in the Church and remains unresolved and if 25% of members are in agreement, the members of the National Leadership Team of CCNZ may be approached for help in resolving the dispute.

If it comes to the National Leadership Team of CCNZ's attention that the church is facing serious difficulty then the National Leadership Team has the right to call a Special Congregational Meeting.

***PRIVATE PECUNIARY PROFIT**

Any income benefit or advantage must be used to advance the charitable purposes of the organization.

No member of the organization, or anyone associated with a member is allowed to take part in, or influence any decision made by the organization in respect of payments to, or on behalf of, the member or associated person of any income, benefit or advantage.

Any payments made to a member of the organization, or person associated with a member, must be for goods or services that advance the charitable purpose and must be reasonable and relative to payments that would be made between unrelated parties.

WINDING UP:

- A decision to wind up Feilding LifePoint Church, shall only be made at a Special General Meeting, called by either the Ministry Leader, Elders or CCNZ National Leadership Team to discuss such a decision.
- A request to wind up the affairs of Feilding LifePoint Church, shall be made in writing, and signed by no less than ten percent (10%) of members, and communicated to the Ministry Leader, the Elders and the CCNZ National Leadership Team who shall then call a Special General Meeting in accordance with the Rules.

- **At The meeting, the request shall be put to the vote of members present, and a seventy five percent (75%) vote shall be required to support a decision to wind up the Church.**
- **Upon dissolution of Feilding LifePoint Church, all monies, funds and property shall be dealt with in accordance with the CCNZ Church Extension Property Trust Board Act.**

***This clause was added at a Special General meeting of the church members on Sunday 24th May 2009, 26 people were present (there was a quorum): the amendment was passed unanimously.**



RATES REMISSION FOR CHARITABLE ORGANISATIONS

The purpose of granting rates support is to reduce the rating obligations on those community organisations that will benefit the Manawatū community.

Please note, applications close the last Friday of April each year.

Check criteria and apply

Please read the [Rates Remission Policy](#) (798KB pdf).

RECEIVED

16 APR 2021

Manawatu District Council

Applicant details

Valuation reference number(s) Required

140 81 722 00

Name of organisation Required

Presbyterian Church - Feilding Oroua Presbyterian Parish

Contact name Required

Brian Hills

Postal address Required

197 North Street
Feilding

Phone Required

06 323 8654

Email

office@knoxfeilding.org.nz

Website

www.feildinggroupresbyterianparish

Powered by [OpenForms](#)



COMMUNITY STOCKTAKE

The Manawatu District Council is conducting a stocktake to better appreciate the value to the community of church activities. Please include as much information as possible, eg DVD and toy libraries, rest home visiting and services, rooms and buildings for hire.

What do you offer on site (in the church grounds)?

Offer Spiritual nurture and worship opportunities
 - Preschool Mainly Music and a Preschool Playgroup weekly
 - Variety of Workshops - Social Friendship groups.
 - Movies - craft groups - Christian Discipleship groups - Church Management meetings
 - The Multy purpose Church building is available for Hire.

Are these offerings regular or random?

Regular
 Random

We are a welcoming and caring Community of God

How is the church involved off site?

Manchester House, Meals on Wheels.
 - Lead Services at three Rest Homes in Feilding
 - Several Church members visit rest home residents.
 - Small Group Christian nurture activities.
 eg the regular home groups.
 - Life support workshops off Site

Are these involvements

Regular
 Random

regular or
random?

Do you have any
regular activities
that are
specifically for
church people?

Regular weekly Sunday Services
which are open to all in the Community
- Production of a monthly newsletter.
- Small Groups

Are these church
activities regular
or random?

Regular
 Random

What activities
do you have for
those outside the
church?

Childrens Groups
- Rest home visiting & Services.
- needleers craft Group.
- Variety of Workshops to Support personal well being.

Are these
activities regular
or random?

Regular
 Random



New Zealand Government



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Contact Us

P: [06 323 0000](tel:063230000)

F: [06 323 0822](tel:063230822)

public@mdc.govt.nz



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Certificate of Registration

The Presbyterian Church of Aotearoa New Zealand

This is to certify that The Presbyterian Church of Aotearoa New Zealand was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.

Registration number: CC33597

A handwritten signature in black ink, appearing to read "Sid Ashton".

Sid Ashton
Chair

A handwritten signature in black ink, appearing to read "Trevor Garrett".

Trevor Garrett
Chief Executive

**PERFORMANCE REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

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Schedule of Property, Plant and Equipment	<i>Appendix 1</i>

**DIRECTORY
AS AT 30 JUNE 2020**

Nature of Business: Religious Activities

IRD Number: 098-036-377

Chairman: Johanna Warren

Bankers: Westpac
Feilding

Accountants: Wheeler Campbell
Feilding

**ENTITY INFORMATION
FOR THE YEAR ENDED 30 JUNE 2020**

LEGAL NAME OF ENTITY

Feilding Oroua Presbyterian Parish

TYPE OF ENTITY AND LEGAL BASIS

The entity is a church, established under the Presbyterian Church Property Trustees Act 1865. The rules of the church are detailed in the Presbyterian Church of Aotearoa New Zealand Book of Order. The entity is a registered charity in New Zealand

REGISTRATION NUMBER WITH CHARITIES SERVICES

CC52208

MISSION STATEMENT

The church believes it is called by God to work with others in making Jesus Christ known through:
Teaching and nurturing people in Christian Faith.
Loving service responding to human need.
Proclaiming the gospel.
Seeking to transform society.
Caring for God's creation.

ENTITY STRUCTURE

The church is one of 273 churches affiliated to the Presbyterian Church of Aotearoa New Zealand (PCANZ). It is guided by the Provisions of the PCANZ Book of Order, however the church is autonomous and governance is the responsibility of a church council which is elected by members. The church does not incorporate any other associated Trusts or entities.

FUNDRAISING

Donations and offerings.
Investment income.
Hall Hire from Community Groups

RELIANCE

The church relies on volunteers' time and expertise to fulfill its mission activities (children's work and community support); governance (the church council is a volunteer committee), administration (treasurer and parish clerk) as well as many pastoral assistance roles.

**STATEMENT OF SERVICE PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2020**

DESCRIPTION OF THE ENTITY'S OUTCOMES

The mission of the Feilding Oroua Presbyterian Parish is to provide pastoral guidance and community support to its members and others in the Feilding and Oroua community. In order to achieve this objective, the parish offers a weekly service at Knox Feilding, quarterly at Waituna West. Rest Home services with community members welcome to attend are offered at Coombrae, Woodlands and Alexander House. The parish also runs a weekly Mainly Music (Little Groovers) and a weekly Playgroup (Doodlebugs). Both are for babies through to 5-year olds with parents, grandparents or caregivers attending. An adult study group operates in member's homes. The parish supports local (Manchester House Social Services) and overseas mission activities by way of fundraising for projects and offering the gift of pastoral care.

DESCRIPTION AND QUANTIFICATION OF THE ENTITY'S OUTPUT

	2020	2019
Parish Members	83	116
Associate Members	23	38
Children in Mainly Music (Ave Attendance)	21	47
Children in Playgroup (Ave Attendance)	14	16
Worship Leasers (Part Time)	12	5
Administration	1	1
Other paid Part Time Staff	3	3
Volunteers	55	58

ACTIVITIES IN THE YEAR TO BALANCE DATE

	2020	2019
Services	72	75
Baptisms	0	0
Weddings	0	1
Funerals	6	4

This performance report should be read in conjunction with the accompanying notes and independent review report.

**STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2020**

	<i>Note</i>	<i>2020</i>	<i>2019</i>
INCOME	2		
Donations, fundraising and other similar revenue		66,303	75,306
Fees, subscriptions and other revenue from members		1,028	18,983
Revenue from providing goods or services		2,152	3,351
Interest, dividends and other investment revenue		15,833	9,829
Other Revenue		6,881	-
TOTAL INCOME		<u>92,198</u>	<u>107,467</u>
EXPENSES	3		
Volunteer and employee related costs		29,618	81,127
Costs related to providing goods and services		44,413	57,539
Grants and donations made		1,700	862
Other expenses		13,720	14,833
TOTAL EXPENSES		<u>89,451</u>	<u>154,360</u>
NET SURPLUS/(DEFICIT)		<u>\$2,747</u>	<u>\$(46,893)</u>

This performance report should be read in conjunction with the accompanying notes and independent review report.

FEILDING OROUA PRESBYTERIAN PARISH

STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2020

	Note	2020	2019
CURRENT ASSETS			
Westpac		9,778	5,128
Accounts Receivable		1,991	680
GST Refund Due		1,886	2,269
		13,656	8,076
NON CURRENT ASSETS			
Property, Plant and Equipment	4	708,877	791,001
PIF Investment - General		2,480	734
PIF Investment - Property		1,319	-
PIF Investment - Elliot Bequest		1,797	1,752
PIF - Property		78,222	-
Baptist Savings Account		-	5,312
		792,695	798,798
TOTAL ASSETS		806,351	806,875
CURRENT LIABILITIES			
Accounts Payable		1,135	4,406
TOTAL LIABILITIES		1,135	4,406
ASSETS LESS LIABILITIES		\$ 805,216	\$ 802,469
ACCUMULATED FUNDS			
Accumulated Funds	5	804,566	801,819
Capital Reserve	6	650	650
		805,216	802,469
TOTAL ACCUMULATED FUNDS		\$ 805,216	\$ 802,469

John Macdonald
Chairman - Johanna Warren
John Macdonald
Council Member

6-10-2020
Date

Finance
Convenor *Brian Hills*
BR Hills

6-10-2020
Date.

This performance report should be read in conjunction with the accompanying notes and independent review report.

**STATEMENT OF CASHFLOWS
FOR THE YEAR ENDED 30 JUNE 2020**

	2020	2019
OPERATING ACTIVITIES		
Cash was provided from:		
Donations, Fundraising and Other Similar Receipts	66,303	75,306
Fees, Subscriptions and Other Receipts from Member	1,028	18,983
Receipts from Providing Goods and Services	2,152	12,189
Interest, Dividends and Other Investment Income	14,522	2,130
GST	382	329
	<u>84,387</u>	<u>108,937</u>
Cash was applied to:		
Payments to suppliers and employees	89,598	151,133
Net Cash Inflow (Outflow) from Operating Activities	<u>-5,211</u>	<u>-42,196</u>
INVESTING ACTIVITIES		
Cash was provided from:		
Disposal of Fixed Assets	85,881	
Disposal of Investments		58,422
Cash was applied to:		
Disposal of Fixed Assets		13,457
Disposal of Investments	76,021	
	<u>9,860</u>	<u>44,965</u>
Net Cash Inflow (Outflow) from Investing Activities	<u>9,860</u>	<u>44,965</u>
Net Cash Inflow (Outflow) from Financing Activities	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Cash Held	<u>4,650</u>	<u>2,768</u>
Cash at Beginning of Year	5,128	2,360
CASH AT END OF YEAR	<u><u>\$9,778</u></u>	<u><u>\$5,128</u></u>
Represented By:		
Westpac	9,778	5,128
	<u><u>\$9,778</u></u>	<u><u>\$5,128</u></u>

This performance report should be read in conjunction with the accompanying notes and audit report.

**NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

1 STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

Feilding Oroua Presbyterian Parish is domiciled in New Zealand and is a charitable organisation registered under the Charities Act 2005.

BASIS OF PREPARATION

Feilding Oroua Presbyterian Parish has elected to apply Public Benefit Entity Simple Format Reporting - Accrual (Not-for-Profit) (PBE SFR-A (NFP)), as established by the External Reporting Board for registered charities, on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000 for the last two annual reporting periods. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the Entity will continue to operate as a going concern in the foreseeable future.

SPECIFIC ACCOUNTING POLICIES

The following is a summary of the significant accounting policies adopted by the Entity in the preparation of this Performance Report.

Bank Accounts and Cash

Bank and Cash in the Statement of Cash Flows comprise of cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Accounts Receivable

Accounts receivable are stated at their estimated realisable value.

Property, Plant, Equipment and Depreciation

Property, plant and equipment are recorded at cost less aggregate depreciation provided at the maximum rates allowed by the Inland Revenue Department. The depreciation rates used are shown in the Schedule of Property, Plant and Equipment.

Investments

Investments are stated at cost.

Donations

Donations received are included in operating revenue. If particular conditions are attached to a donation that would require it to be repaid if these conditions are not met, then the donation is recorded as a liability until the conditions are satisfied.

Donated goods or services (other than donated assets) are not recognised.

Where significant donated assets are received with useful lives of 12 months or more, and the fair value of the asset is readily obtainable, the donation is recorded at the value of the asset obtained. Where the fair value of the asset is not readily obtainable, the donation is not recorded. Donated assets with useful lives less than 12 months are not recorded.

Goods and Services Tax

Financial information in this performance report is recorded exclusive of GST with the exception of receivables and payables, which include GST. GST payable or receivable at balance date is included in the appropriate category in the Statement of Financial Position.

**NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

Going Concern

This performance report has been prepared on the basis that the Entity is a going concern.

Changes in Accounting Policies

There have been no specific changes in accounting policies. Policies have been applied on a basis consistent with those of the previous period.

2	INCOME	2020	2019
	Donations, fundraising and other similar revenue		
	Fund raising	675	-
	Giving	62,064	63,149
	Ministry of Education Grant	3,056	4,439
	New Look Knox Donations	-	7,031
	Teas Donations	509	687
		<u>66,303</u>	<u>75,306</u>
	Fees, subscriptions and other revenue from members		
	Assoc Presbyterian Women	966	1,662
	Photocopying	62	73
	Presbytery Grant	-	17,248
		<u>1,028</u>	<u>18,983</u>
	Revenue from providing goods or services		
	Hall Hire	783	957
	Little Groovers	1,370	2,394
		<u>2,152</u>	<u>3,351</u>
	Interest, dividends and other investment revenue		
	Interest	1,433	990
	Manse Rent	14,400	8,839
		<u>15,833</u>	<u>9,829</u>
	Other revenue		
	Capital Gain on Sale of Fixed Assets	6,881	-
	TOTAL INCOME	<u><u>\$92,198</u></u>	<u><u>\$107,467</u></u>
3	EXPENSES	2020	2019
	Volunteer and employee related costs		
	ACC Levies	143	253
	Little Groovers	2,423	2,146
	Stipend and Allowance	20,112	67,989
	Wages- Admin	6,939	10,738
		<u>29,618</u>	<u>81,127</u>



**NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

Costs related to providing goods and services

Accountancy Fees	1,324	960
Advertising	142	-
Bank Fees	130	140
Building Repairs	807	80
Church Rates	546	533
Cleaning	3,333	3,559
Discipling Resourcing	126	97
Electricity	1,728	3,339
Equipment Repairs	428	1,010
Fellowship & Hospitality	-	1,500
Gifts & Presentations	673	-
Interest	116	-
Lawn Mowing	937	1,200
Little Groovers (MOE Grant)	2,702	4,480
Manse Expenses	8,411	540
Manse Rates	3,566	3,422
New Look Knox	-	7,077
Office Supplies	621	577
Photocopier	4,483	4,684
Property - Grounds	3,131	-
Property Insurance	3,754	6,096
Rent	-	10,714
Subscriptions	35	35
Supply and Reimbursements	4,977	3,261
Teas	72	128
Telephone and Tolls	1,304	1,929
Training Supervisin & Members Travel	352	480
Travel	100	870
Valuation	600	725
Worship Resourcing	17	102
	<u>44,413</u>	<u>57,539</u>

Grants and donations made

Donations	1,300	362
Teas Donations	400	500
	<u>1,700</u>	<u>862</u>

Other expenses

Assembly Assessment	6,328	6,151
Association Presbyterian Women	1,139	-
Audit Fee	1,200	1,200
Depreciation	3,124	3,992
Loss on Disposal	-	566
Presbytery Expenses	1,929	2,924
	<u>13,720</u>	<u>14,833</u>
TOTAL EXPENSES	<u><u>\$89,451</u></u>	<u><u>\$154,360</u></u>

**NOTES TO THE PERFORMANCE REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

4	PROPERTY, PLANT AND EQUIPMENT	<i>Cost</i>	<i>Accum Depn</i>	<i>Book Value</i>
	2020			
	Land and Buildings	704,422	1,997	702,425
	Plant and Equipment	66,990	60,538	6,452
		<u>\$771,412</u>	<u>\$62,535</u>	<u>\$708,877</u>
	2019			
	Land and Buildings	783,422	1,021	782,401
	Plant and Equipment	66,990	58,390	8,600
		<u>\$850,412</u>	<u>\$59,411</u>	<u>\$791,001</u>
	5 ANALYSIS OF EQUITY		2020	2019
	Opening Balance		801,819	848,712
	Net Income For Year		2,747	(46,893)
			<u>\$804,566</u>	<u>\$801,819</u>
	6 RESERVES		2020	2019
	Capital Reserve			
	Opening Balance		<u>\$650</u>	<u>\$650</u>

7 EVENTS OCCURRING AFTER BALANCE DATE

On 11 March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) pandemic. Two weeks later, on 26 March 2020, New Zealand increased its COVID-19 alert level to Level 4 and a nationwide lockdown commenced. At this time the full impact of the COVID-19 pandemic is not able to be determined, but it is not expected to be significant to the entity.

8 CONTINGENT LIABILITIES

There are no contingent liabilities at year end (30 June 2019: \$Nil).

9 CAPITAL COMMITMENTS

There are no capital commitments at year end (30 June 2019: \$Nil).

10 RELATED PARTY

There were no transactions with a related party requiring disclosure

FEILDING OROUA PRESBYTERIAN CHURCH

Taxation Depreciation Schedule
For the Year Ended 30 June 2020

	Private Use %	Date	Orig Cost	Open W.D.V	Add'ns (Sales)	Profit(Loss) on Sale	Dep Method	YTD Dep	Accum Depn	Close W.D.V
Land and Buildings										
Church - Feilding			520000	520000			D			520000
Manse - Feilding			160000	160000			D			160000
Church - Kimbolton		12/11/2019	79000	79000	(85881)	6881	D			
Additions Hall			14346	14346			D			14346
Concrete Pad Manse			1825	1825			D			1825
Portable Toilet Building			8251	7230			13.50 D	976	1997	6254
			<u>783422</u>	<u>782401</u>	<u>(85881)</u>	<u>6881</u>		<u>976</u>	<u>1997</u>	<u>702425</u>
Plant and Equipment										
Photocopier			3256	77			25.00 D	19	3198	58
Hall Furniture			2240	123			20.00 D	25	2142	98
Organ			6125	740			15.00 D	111	5496	629
Vacuum Cleaners			840	46			20.00 D	9	803	37
Whiteboard			628				48.00 D		628	
Piano			3756	1259			9.60 D	121	2618	1138
Steriliser			3457	985			12.00 D	118	2590	867
Stacking Chairs			3460	246			24.00 D	59	3273	187
Hall Carpet			680	2			48.00 D	1	679	1
Sound System			13028	32			48.00 D	15	13011	17
Heat Pumps			18250	1			67.00 D	1	18250	
Heat Pump			3590	878			20.00 D	176	2888	702
Computer			1299	148			50.00 D	74	1225	74
Round Table			1175	766			13.00 D	100	509	666
TV & Data Projector			5206	3297			40.00 D	1319	3228	1978
			<u>66990</u>	<u>8600</u>				<u>2148</u>	<u>60538</u>	<u>6452</u>
Less disposals			<u>79000</u>							
			<u>771412</u>	<u>791001</u>	<u>(85881)</u>	<u>6881</u>		<u>3124</u>	<u>62535</u>	<u>708877</u>

The above information has not been audited, refer accompanying disclaimer of liability.

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT

To the members of Feilding Oroua Presbyterian Parish

Report on the Performance Reports

We have reviewed the accompanying performance report of Feilding Oroua Presbyterian Parish, which comprise the statement of financial position as at 30 June 2020 and the statement of financial performance, entity information, statement of service performance and statement of cash flows for the year ended 30 June 2020 and a summary of significant accounting policies and other explanatory information.

Council's responsibility for the performance reports

The Council is responsible on behalf of the entity for:

- (a). Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b). The council are responsible for the preparation and fair presentation of the performance report which comprises:
 - The entity information; and
 - The statement of service performance; and
 - The statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report.

In accordance with the Public Benefit Entity Simple Format Reporting- Accrual (Not For Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and

- (c). For such internal control as the council determine necessary to enable the presentation of the performance report that is free from material misstatement, whether due to fraud or error.

The Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the performance report. We conducted my review of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Review Engagements (New Zealand) (ISRE (NZ) 2400



(Revised) and the review of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) (ISRE (NZ) 3000(Revised). Those standards require us to conclude whether anything has come to my attention that causes me to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with the Public Benefit Entity Simple Format Reporting- Accrual (Not For Profit). Those standards require that we comply with ethical requirements

A review of the performance report in accordance with ISRE (NZ) 2400 (Revised) is a limited assurance engagement. We will perform procedures, primarily consisting of making enquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluate the evidence obtained. The procedures selected depend on our judgment, including identifying areas where the risk of material misstatement is likely to arise and includes performing procedures to obtain evidence and evaluating whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and ISAE (NZ) 3000 (Revised). Accordingly we do not express an audit opinion on the performance report.

Other than in my capacity as assurance practitioner, I have no relationship or interest in Feilding Oroua Presbyterian Parish.

CONCLUSION

Based on our review, nothing has come to our attention that causes us to believe that:

- (a). The reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are not suitable;
- (b). The performance report on pages 2 to 10 does not present fairly, in all material respects,
 - The financial position of Feilding Oroua Presbyterian Parish as at 30 June 2020 and statement of financial performance and its cash flows for the year then ended; and
 - The entity information and service performance for the year then ended.

In accordance with .PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit)

Pinny & Associates

Pinny & Associates Ltd.
Assurance Practitioner.
Palmerston North
07.10.2020

Pinny & Associates

Chartered Accountants



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND

Rates Remission Application

Applicant details	
Valuation reference number(s)	14081 735 00
Name of organisation	Feilding Playcentre
Contact name	Janine Prior
Postal address	254a Kimbolton Road, Feilding 4702
Phone	0212925447
Email	feildingplaycentre@gmail.com
Website	https://www.playcentre.org.nz/centre/feilding/
Legal status	
Are you currently registered as a charity?	Yes
What is your charity registration number?	C33323
What was the charity registration date?	30 June 2008
Please upload a copy of proof of charitable status	
Organisation details	
Please provide a brief outline of what your organisation's objectives are and your general area of benefit (geographical, sector etc)	<p>- Feilding Playcentre is a safe space for all pre-schoolers in Feilding and surrounding areas (aged new-born to 6) to learn and develop a wide range of skills, alongside their whanau. We have high quality ECE experiences for our children, and relevant educational resources available to all children, regardless of age, gender or ability. It is a family style environment, where all ages learn together – younger children learn from older children, older children learn to care and teach the younger children.</p> <p>- We recognize whanau as a child's first teacher - children have the opportunity to reach their full potential when whanau understand their development and take part in their learning. We provide a safe space for adults to learn and get support from other adults and experienced ECE trained staff, and free training in the National Certificate in Early Childhood Education and Care L4. Adults also gain additional life and work skills through their involvement in running the centre that they can continue to use once their children are at school.</p>
Demonstrate how the purpose of your organisation aligns with Council's vision and outcomes	To attract and retain residents by: <ul style="list-style-type: none"> o Providing a unique option for residents when selecting an Early Childhood Education centre in Manawatu – where all ages learn together,

	<p>alongside their whanau (as outlined above).</p> <ul style="list-style-type: none"> o Having a welcoming, supportive environment for both adults and children to meet people, and create friendships and connections within the community. We have many families who are new to the area, plus local families, looking for opportunities to connect with other families. o Education and support for parents to be involved in their children's learning and play
Demonstrate how your organisation's service or services meet the current and future needs of Manawatū District residents	<ul style="list-style-type: none"> - Provides a unique quality ECE service, where: <ul style="list-style-type: none"> o All whanau can participate in their children's learning. o Ages new-born to 6 can attend. o All ages learn alongside each other, gaining valuable social and empathy skills. o Adults gain education and life skills through their involvement. - Through our members being involved in all aspects of running the centre, the centre evolves as the needs of the families evolve.
Demonstrate how accessible your property and the service or services your organisation provides are to Manawatū District residents as well as how these residents are given the opportunity to participate	<ul style="list-style-type: none"> - Our centre is open to all residents in Manawatu caring for preschool children. We currently have families travelling from Marton to Palmerston North, KIWITEA to Bulls. As well as Mums and Dads, we also have multiple Grandparent's regularly attending with their grandchildren. - Our fees are very affordable to all income brackets due to MOE funding, WINZ, 20 hour free funding available to all qualifying families, and being a whanau run organization. Fees are occasionally waived to those on very low income. - We are continually promoting our centre, and accepting new enrolments. - Families are welcome to visit anytime, and receive 3 free visits before they decide to enrol.
Estimated number of active members, clients or participants	currently 58 children enrolled, 45 families - with 4 paid staff.
Do other organisations use your facilities? If yes, please give details of these organisations	No
Please attach here a copy of your organisation's constitution	Te-Whanau-Tupu-Ngatahi-o-Aotearoa-Playcentre-Aotearoa-Constitution.pdf
Finance details	
Please attach here a copy of your most recent audited financial accounts	

If your organisation does not have its accounts audited yearly then please attach here a statement of current financial position that includes an income and expenditure statement or a copy of your unaudited management accounts	Feilding Playcentre - Profit and Loss.pdf Feilding Playcentre - Profit and Loss Current.pdf
Please attach here a copy of a lease agreement for the property (if not owned) to verify that you are responsible for paying the rates	OccupancyDoc.pdf
Supporting information	
Is there any other information you would like to share that would support your application?	
Please attach any supporting documents here	
Declarations	
I declare that the details in all sections of the application are true and correct to the best of my knowledge	Yes
I understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation	Yes
I understand that Council will be advised of any significant change to our finances between the date of this application and the date of decision-making	Yes
I declare that all reasonable information has been provided to support our application	Yes
I understand that the Manawatū District Council is bound by the Local Government Official Information and Meetings Act 1987	Yes
I consent to the Manawatū District Council recording the personal contact details provided in this application, retaining and using these details	Yes
I understand that our name and brief details of our organisation may be released to the media or appear in Council documentation	Yes

I confirm that we have obtained the consent of all people involved to provide these details. I understand that we have the right to have access to this information	Yes
This consent is given in accordance with the Privacy Act 1993	Yes
On behalf of my organisation, I declare that all of the prior information is correct	Yes

PROPERTY OCCUPANCY DOCUMENT

EARLY CHILDHOOD CENTRE

NUMBER :

52009

CENTRE :

Feilding Playcentre

TAKE NOTICE that pursuant to Section 319 of the Education Act 1989 the Secretary for Education notifies this Property Occupancy Document, comprising the First, Second and Third Schedules attached. This document may from time to time be varied by any special conditions notified in the Third Schedule.

This notification is issued by :

John Simpson (Signature)

John Simpson (Full Name)

National Property Manager (Designation)

acting for the Secretary pursuant to an Instrument of Delegation.

Dated at **Wellington** this .. **22nd** ... day of

June 19 **93**

~~Two copies of this document are dispatched to Centre Management who are requested to acknowledge receipt of this notification by completing the details below :~~

..... (Name)

~~Only ONE copy dispatched as National Association has advised second copy will not be returned.~~

..... (Full name of Centre Management)

Dated at this day of 19....

~~Retain one copy in a safe place and return the other copy to *Manager, Property Information Systems, Ministry of Education, PO Box 1666, WELLINGTON.~~

PROPERTY OCCUPANCY DOCUMENT FOR AN EARLY CHILDHOOD
CENTRE ON CROWN OWNED LAND

INDEX

FIRST SCHEDULE

1.00	Definitions	(p 3 -4)
2.00	Notification (of this Document)	(p 4)
3.00	Scope (of this Document).....	(p 4)
4.00	Operating costs (payable by Centre).....	(p 4)
5.00	Property Occupancy fee (payable by Centre)	(p 5)
6.00	Insurance.....	(p 5 - 6)
7.00	Repairs and Maintenance.....	(p 6)
8.00	Alterations.....	(p 7)
9.00	Capital Works.....	(p 7)
10.00	Emergencies.....	(p 7)
11.00	Regulations.....	(p 7)
12.00	Standards of Work.....	(p 7)
13.00	Right of Entry (of M.o.E.).....	(p 8)
14.00	Cancellation of P.O.D.....	(p 8 - 9)
15.00	Amendments to this P.O.D.....	(p 9)
16.00	General Terms and Conditions.....	(p 9 - 11)
17.00	Arbitration.....	(p 11)
	<u>SECOND SCHEDULE</u>	(p 12)
	<u>THIRD SCHEDULE</u>	(p 12)

- (k) "Premises" means the land and buildings comprising the Centre."
- (l) "Shared Use" means those cases where "Shared Use" is specified in the Second Schedule.
- (m) "The Secretary" or "Secretary" or "Secretary for Education" means the chief executive of the Ministry of Education.

2.0 NOTIFICATION

The Secretary acting for the Ministry:

- 2.1 Notifies under Section 319 of the Education Act 1989 the terms and conditions on which Centre Management shall occupy the premises.
- 2.2 Grants to the Centre Management a P.O.D. in respect of the Premises on the terms and conditions set out in the First, Second and Third Schedules of this P.O.D. which shall take effect fifteen working days after the date first specified on page one.

3.0 SCOPE

This P.O.D. applies to Early Childhood Centre's having shared or sole use of premises on land owned by the Crown (see the Second Schedule).

4.0 OPERATING COSTS

The Centre Management shall, unless otherwise provided, be responsible for all operating costs associated with the Centre including, but not limited to, charges for repairs and maintenance required by virtue of Clause 7.0, electricity, gas, water supply, rubbish disposal, heating, telephone, grass cutting, cleaning, insurance premiums, local body service charges and taxes. Where this P.O.D. relates to Shared Use the apportionment of operating costs shall be negotiated and agreed in writing between all occupants.

5.0 PROPERTY OCCUPANCY FEE

5.1 In addition to the operating costs specified in Clause 4.0 Centre Management shall pay an occupancy fee which is to be notified from time to time by the Secretary to Centre Management. The Secretary shall nominate the instalments by which the occupancy fee is to be paid and this shall for the purposes of Section 319 (b) (i) of the Education Act 1989 be deemed to be "rent".

5.2 The occupancy fee payable to the Ministry shall be payable as and from 1st January 1993 unless otherwise specified in the Third Schedule.

6.0 INSURANCE

6.1 Buildings and Facilities funded by the Centre or built with Government Grant or Subsidy

- (a) Centre Management shall at its own cost comprehensively insure in its name as occupier and the Ministry as owner, those Buildings where Centre Management fully or partially funded the establishment costs.
- (b) Where more than 50% of the insurance cover on any Building becomes payable by the insurer Centre Management agrees the Secretary may nominate, subject to the prior rights of any Insurer, whether reinstatement shall take place.

6.2 Buildings and Facilities Fully Funded by Government

- (a) Centre Management shall at its own cost comprehensively insure in the name of the Ministry and its name as occupier Buildings which were fully funded by Government.
- (b) Centre Management has no claim to any proceeds from insurance effected under clause 6.2

Profit and Loss

Feilding Playcentre

For the year ended 31 August 2020

2020

Trading Income

Donations from the Public	2,005.99
FR Rec - Centre Hireage (incl SPACE Hireage)	130.45
FR rec - Doughboys Pies	3,397.35
FR Rec - Misc FR	3,753.57
FR Rec - Movie Nights	631.29
Grant - NZ Lottery wages LC-2017-52881	856.70
Grant - Thomas George Macarthy Grant	500.00
Interest Income	26.92
Members Donations	416.50
Members Receipts for Goods/Activities	81.41
Membership Fees	2,187.00
Membership Fees via Work and Income NZ	9,459.24
MoE ECE Funding Subsidy	97,782.37
MoE Equity Funding - Low Socioeconomic	3,676.68
MoE Equity Funding - Special Needs	3,185.88
Term deposit interest	312.14
Total Trading Income	128,403.49

Gross Profit

128,403.49

Operating Expenses

Affiliation Levies on MoE Funding	48,891.18
Centre Activities - General Meetings (Annual/Monthly)	70.20
Centre Activities - Session / Trip Expenses	123.46
Centre Admin - Online Memberships (Office365, Dropbox, Spotify)	322.41
Centre Admin - Printing	565.44
Centre Admin - Stationery	252.82
Depreciation	5,760.21
Education/Training - Adult Library Books/Resources	145.16
Equipment - Carpentry	132.65
Equipment - Collage supplies/materials	437.22
Equipment - Consumable Supplies for Children's Play (Flour, salt, etc)	371.67
Equipment - Family Play items	167.83
Equipment - Other supplies/resources	546.63
Equipment - Painting supplies/materials	344.66
Equipment - Physically Active resources	482.17
Equipment - Puzzles	57.09
Equipment - Sand resources	67.83
FR exp - Doughboys Pies	2,531.20
FR Exp - Misc FR	596.44
FR Exp - Movie Nights	326.09

2020

Housekeeping - Animal Supplies	127.65
Housekeeping - Biscuits/Coffee/Milo/Tea/etc	41.55
Housekeeping - Cleaning products	891.26
Housekeeping - First Aid Kit supplies	15.01
Housekeeping - Office/Cleaning Equipment (under \$500)	513.51
Housekeeping - Other supplies	241.77
Other Expenses - Donations	25.00
Other Expenses - Gifts	926.05
Property/Maintenance - Clean Floor/Carpet/Mats	593.26
Property/Maintenance - Other (eg water filter 3yrly)	216.01
Property/Maintenance - Storage Units/Sheds	42.43
Property/maintenance-Health and Safety	20.34
Supervision - Wages for General Sessions	45,567.45
Utilities - Cleaners Wages	6,844.36
Utilities - Electricity / Gas	2,048.26
Utilities - Fire Safety checks/supplies	924.80
Utilities - Lawn mowing/Gardening expenses	356.55
Utilities - Other Expenses	124.59
Utilities - Rates (General/Water etc)	1,463.82
Utilities - Rubbish Collection	365.22
Total Operating Expenses	123,541.25
Net Profit	4,862.24

Profit and Loss

Feilding Playcentre

For the year ended 31 August 2021

2021

Trading Income

Donations from the Public	20.00
FR Rec - Centre Hireage (incl SPACE Hireage)	52.18
FR rec - Doughboys Pies	4,369.13
FR Rec - Misc FR	2,477.40
Grant - General	286.96
Grant - Mainland Foundation	3,750.00
Grant - Thomas George Macarthy Grant	500.00
Interest Income	17.30
Members Donations	202.50
Members Receipts for Goods/Activities	(181.84)
Membership Fees	1,931.00
Membership Fees - Casual	2.00
Membership Fees via Work and Income NZ	2,682.96
MoE ECE Funding Subsidy	63,041.20
MoE Equity Funding - Low Socioeconomic	2,452.91
MoE Equity Funding - Special Needs	2,118.41
Term deposit interest	200.10
Total Trading Income	83,922.21

Gross Profit

83,922.21

Operating Expenses

Affiliation Levies on MoE Funding	31,525.60
Centre Admin - Printing	483.95
Centre Admin - Stationery	98.82
Education/Training - Adult Library Books/Resources	66.83
Equipment - Collage supplies/materials	159.29
Equipment - Consumable Supplies for Children's Play (Flour, salt, etc)	218.77
Equipment - Family Play items	832.06
Equipment - Other supplies/resources	49.57
Equipment - Painting supplies/materials	288.50
Equipment - Sand resources	71.27
Equipment - Water resources	19.90
FR exp - Doughboys Pies	3,665.30
Housekeeping - Animal Supplies	101.70
Housekeeping - Biscuits/Coffee/Milo/Tea/etc	30.78
Housekeeping - Cleaning products	210.70
Housekeeping - First Aid Kit supplies	34.76
Housekeeping - Office/Cleaning Equipment (under \$500)	58.46
Other Expenses - Gifts	532.93
Other Expenses - Graduation Celebrations	94.16

2021

Property/Maintenance - Clean Floor/Carpet/Mats	614.50
Property/Maintenance - Electrical Test and Tag (yearly)	138.90
Property/Maintenance - General Repairs and Maintenance to the Building	3,781.78
Property/Maintenance - Sand/Bark/Ground Cover supplies	1,616.00
Property/maintenance-Health and Safety	6.58
Supervision - Wages for General Sessions	28,218.73
Utilities - Building Warrant of Fitness & Compliance Charges	100.00
Utilities - Cleaners Wages	4,542.46
Utilities - Electricity / Gas	909.81
Utilities - Fire Safety checks/supplies	357.50
Utilities - Lawn mowing/Gardening expenses	267.83
Utilities - Other Expenses	70.50
Utilities - Rates (General/Water etc)	521.80
Utilities - Rubbish Collection	313.04
Total Operating Expenses	80,002.78
Net Profit	3,919.43

KAUPAPA TURE / CONSTITUTION OF TE WH NAU TUPU NG TAHI O AOTEAROA – PLAYCENTRE AOTEAROA

1. TE INGOA / NAME

The New Zealand Playcentre Federation Inc., which is incorporated under the Charitable Trusts Act 1957 shall continue, and shall be called Te Wh nau Tupu Ng tahi o Aotearoa – Playcentre Aotearoa (“Playcentre Aotearoa”).

2. WH INGA / OBJECTS

- 2.1. The objects of Playcentre Aotearoa are charitable and will be the advancement of education within Aotearoa New Zealand and shall be to:
 - 2.1.1. promote and encourage the development of Playcentre activities throughout Aotearoa New Zealand;
 - 2.1.2. support learning through play;
 - 2.1.3. foster adult education and bicultural development;
 - 2.1.4. offer adult education and courses that enhance the understanding of the education and care of young children
 - 2.1.5. ensure adult participation and responsibility in the cooperative running of Playcentres;
 - 2.1.6. embody Te Tiriti o Waitangi based partnership within Playcentre Aotearoa;
 - 2.1.7. assist families to provide quality play experiences for all children in an inclusive environment which acknowledges and incorporates the dual heritage of Aotearoa New Zealand;
 - 2.1.8. organise the training, approval and employment of suitable persons to support play sessions;
 - 2.1.9. nurture sustainable services and practices at all levels of Playcentre Aotearoa;
 - 2.1.10. raise public awareness of Playcentres;
 - 2.1.11. assist and foster innovation and research in the fields of early childhood education, adult education and young children; and
 - 2.1.12. generally do each and every act necessary and proper to achieve the objects of Playcentre Aotearoa.
- 2.2. Notwithstanding anything expressed or implied in these rules, the activities of the organisation shall not be carried on for the personal pecuniary profit or benefit of any member or individual or associated person.
- 2.3. Playcentre Aotearoa shall have the powers of a natural person, including the power to:
 - 2.3.1. co-ordinate the activities of, and provide leadership and management services to Playcentres;
 - 2.3.2. arrange such meetings, discussions, courses and workshops as may be necessary for the furtherance of the objects of Playcentre Aotearoa;
 - 2.3.3. own shares, to invest;
 - 2.3.4. borrow and to guarantee the indebtedness of companies that are wholly or majority owned by Playcentre Aotearoa.
 - 2.3.5. enter into, manage and terminate contracts and agreements;
 - 2.3.6. employ, retain or engage people in paid employment or on contract or as agents;
 - 2.3.7. make, alter, rescind, enforce any rules, regulations, policies and procedures for the governance, management and operation of Playcentre Aotearoa, provided such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to the

- Charitable Trusts Act or any other law
- 2.3.8. produce, develop, create own licence or otherwise exploit, use and protect intellectual property;
- 2.3.9. raise, receive, hold and administer funds in the form of levies, donations, legacies and bequests, and funds arising from other sources, for the benefit of Playcentre Aotearoa;
- 2.3.10. acquire by purchase, lease or as otherwise necessary and convenient, real estate, buildings and rooms for the carrying out of Playcentre activities, and to hold, improve, lease, sell or otherwise dispose of same;
- 2.3.11. prepare and publish such pamphlets, books and resources as may be considered necessary;

3. WHAKAM TAU / PHILOSOPHY

- 3.1. Playcentre Aotearoa is a family organisation which:
 - 3.1.1. empowers adults and children to work, play, learn and grow together;
 - honours Te Tiriti o Waitangi and celebrates people's uniqueness;
 - values and affirms adults as the first and best educators for their children
 - so that wh nau are strengthened and communities enriched.
- 3.2. Playcentre Aotearoa acknowledges Te Tiriti o Waitangi as the founding document of Aotearoa New Zealand.
- 3.3. Within Playcentre Aotearoa, T ngata Whenua and T ngata Tiriti work in partnership and shall be given the same rights, privileges and responsibilities.
- 3.4. Principles of partnership and bicultural development require Playcentre Aotearoa to:
 - 3.4.1. organise its affairs within the cultural tikanga/protocols of T ngata Whenua and T ngata Tiriti;
 - 3.4.2. be diligent in identifying and keeping open all avenues leading to common ground;
 - 3.4.3. recognise, value and share each other's knowledge, wisdom and experience;
 - 3.4.4. promote inclusive practices; and
 - 3.4.5. foster equitable collaboration between T ngata Whenua and T ngata Tiriti.

4. WHAKAHAERENGA/ORGANISATION

- 4.1. Playcentre Aotearoa shall consist of:
 - 4.1.1. Playcentres: amalgamated into Playcentre Aotearoa and any such Centre that applies, meets requirements and is endorsed by the Trustee Board;
 - 4.1.2. R p M ori: as recognised by Te Whare Tikanga M ori;
 - 4.1.3. Associate Life Members: persons previously awarded life membership by Playcentre Associations;
 - 4.1.4. National Life Members: persons previously awarded life membership by New Zealand Playcentre Federation Inc., and persons on whom life membership is conferred in accordance with clause 4.2.
- 4.2. Playcentre Aotearoa may confer the rare and special honour of National Life Membership in recognition of a substantial contribution to Playcentre by:
 - 4.2.1. Te Whare Tikanga M ori or T ngata Tiriti House submitting a proposal for National Life Membership in writing to the Trustee Board at least sixteen (16) weeks before an Annual Meeting;
 - 4.2.2. forwarding copies of such a proposal, within two (2) weeks for consideration by Playcentres and R p M ori

- 4.2.3. agreement of 80% of Playcentres and 80% of R p M ori, by postal or electronic ballot, to award Life Membership; and
- 4.2.4. presenting National Life Membership at the Annual General Meeting.
- 4.3. Termination/ Resignation
 - 4.3.1. any Playcentre, R p M ori, Associate Life Member or National Life Member may voluntarily resign from Playcentre Aotearoa by giving notice in writing;
 - 4.3.2. the Trustee Board may revoke the membership of a Playcentre or R p M ori if it believes that it is in the best interests of Playcentre Aotearoa on the basis of (a) persistent failure to comply with the Kaupapa Ture/Constitution and/or policies and procedures of Playcentre Aotearoa or (b) actions that have damaged, or had the potential to damage, the reputation and/or/standing of Playcentre. The Trustee Board shall notify the relevant Playcentre or R p M ori in writing of the reasons for the proposed termination of membership and the Playcentre or R p M ori shall have a six (6) week period to respond. The Trustee Board shall consider any response and make a final decision whether to terminate the membership of the Playcentre or R p M ori, or not.
- 4.4. In the event of the resignation of, or termination of membership of a Playcentre or R p M ori, the Trustee Board shall decide how to apply the assets of the Playcentre or R p M ori. The individuals involved in that Playcentre or R p M ori shall have no right to use the name "Playcentre" and shall have no claims on the assets of Playcentre Aotearoa.

5. WHARE T KARO / PLAYCENTRES

- 5.1. A centre providing opportunities for children and adults to learn and grow together, may join Playcentre Aotearoa and use the name Playcentre, when it:
 - 5.1.1. upholds the philosophy of Playcentre Aotearoa;
 - 5.1.2. abides by the Kaupapa Ture/Constitution, policies and procedures of Playcentre Aotearoa;
 - 5.1.3. is organised, equipped and managed on a cooperative basis by the wh nau/adults of the tamariki/children attending that centre, and supervised at least in part by the wh nau/adults of those tamariki/children;
 - 5.1.4. applies the principle of partnership inherent in Te Tiriti o Waitangi;
 - 5.1.5. provides a safe and stimulating learning environment which acknowledges and incorporates the dual heritage of Aotearoa New Zealand;
 - 5.1.6. enrolls children from birth to six (6) years old, providing that children under the age of two and a half (2½) are accompanied by an adult;
 - 5.1.7. provides at least one (1), and not more than five (5), half-day sessions per week for any one child; a child may attend only one (1) session a day;
 - 5.1.8. provides play in groups not exceeding thirty (30) tamariki/children.
 - 5.1.9. works under an approved supervision plan and maintains a ratio of at least one (1) adult for every five (5) children on session; and
 - 5.1.10. participates in Playcentre Aotearoa adult education programmes
- 5.2. Parents/wh nau and caregivers of children enrolled in a Playcentre are centre members
 - 5.2.1. Playcentres may nominate life members of their centre in accordance with their own policies and procedures, and if ratified such life members will be centre members even though they may not have children enrolled in that Playcentre.
 - 5.2.2. All members and anyone engaged in paid or voluntary work on behalf of the centre must abide by the Kaupapa Ture/Constitution, and the policies and procedures of Playcentre Aotearoa.
- 5.3. Persons shall cease to be members by
 - 5.3.1. voluntary resignation
 - 5.3.2. their child ceasing to attend sessions at the Playcentre
 - 5.3.3. a decision of the centre committee, after due process, to revoke membership on the grounds of misconduct, persistent disruption to the operation of Playcentre or failure to comply with the policies of the Playcentre

- 5.4. Each Playcentre shall be responsible for:
- 5.4.1. nurturing and empowering a community of learners within the context of Playcentre Aotearoa philosophy; conducting play sessions for groups of children and participating in workshops, courses and discussions for adults;
 - 5.4.2. co-operatively managing the Playcentre in accordance with the policies and procedures of that Playcentre and of Playcentre Aotearoa; developing an annual centre management plan and budget, determining fees and undertaking fundraising as required to avoid operating at a deficit; keeping accurate financial records;
 - 5.4.3. being an active member of Playcentre Aotearoa by :
 - i. maintaining good communication and contributing to the development of national policies and programmes with Playcentre Aotearoa;
 - ii. receiving guidance and support from Playcentre Aotearoa management;
 - iii. paying such levies as may be set by the Annual Meeting of Playcentre Aotearoa;
 - iv. keeping such records as may be required for the effective management/operation of the Playcentre;
 - v. being innovative, creative and responsive to the needs of its community.
- 5.5. Recess / Closure of Playcentres:
- 5.5.1. any Playcentre may choose to go into recess by following the recess procedure determined by the Trustee Board and ratified at a General Meeting;
 - 5.5.2. in the event of a Playcentre going into recess, Playcentre Aotearoa shall hold all assets of the Playcentre in trust for an agreed period of up to two (2) years; if during the recess period there is community interest/support in reforming the Playcentre, and the Trustee Board grants approval for reformation, the assets held in trust shall be handed over to the new group;
 - 5.5.3. if after the agreed recess period no group has expressed a desire to reform, the Playcentre will be deemed closed and Playcentre Aotearoa shall retain the assets unless a formal commitment to return some or all assets to its community exists.
- 5.6 Representatives to General Meetings (and including T ngata Tiriti House and Te Whare Tikanga M ori) will be determined by an election process according to each house's protocols that have regard to geographical and other representational principles

6. NG TAKIW / REGIONS

Playcentre Aotearoa will be organised regionally to provide support to centres.

7. TE WHARE TIKANGA M ORI

- 7.1. A group of representatives who are T ngata Whenua and members of R p M ori, known as Te Whare Tikanga M ori, is a governance body in Playcentre Aotearoa.
- 7.2. Te Whare Tikanga M ori has identified that ng m t pono of Rangatiratanga, Mana, Whanaungatanga and Wairuatanga underpin Playcentre philosophy and ng w riu of Aroha, Kaitiakitanga, Manaakitanga, Te reo, Pono, Tika and Maramatanga guide actions and behaviours.
- 7.3. Hui tau M ori shall be held at least once a year.
- 7.4. Kuia/Kaum tua, M ori Wh nau from Playcentres, officers/representatives from R p and M ori Field Workers (or similar position holders) shall be entitled to attend and speak at such hui/meetings.
- 7.5. Te Whare Tikanga M ori may from time to time develop such rules and policies for the operation of Te Whare Tikanga M ori and R p M ori, provided that such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to any other law.
- 7.6. Te Whare Tikanga M ori shall be responsible for -

- 7.6.1. supporting and guiding the establishment of R p M ori within Playcentre Aotearoa;
- 7.6.2. maintenance of tino rangatiratanga o te iwi M ori in Playcentre Aotearoa;
- 7.6.3. supporting the development of appropriate bicultural practices;
- 7.6.4. encouraging the use of te reo me tikanga M ori in Playcentre;
- 7.6.5. selection of a minimum of three (3) members up to a maximum of five (5) members of the Trustee Board and such other Officers as may be deemed necessary;
- 7.6.6. making proposals or recommendations on behalf of M ori members;
- 7.6.7. working in partnership with T ngata Tiriti House.

8. T NGATA TIRITI HOUSE

- 8.1. A group of representatives who are T ngata Tiriti and centre members, or their nominated representatives, known as T ngata Tiriti House, is a governance body in Playcentre Aotearoa.
- 8.2. T ngata Tiriti House has identified that the principles of a family environment, a co-operative movement which fosters emergent leadership, community based, and valuing play as meaningful learning underpin Playcentre philosophy and the values that guide actions and behaviours include Generosity of Spirit, Respect, Endeavour, Compassion, Integrity and Cooperation.
- 8.3. T ngata Tiriti will communicate and consult with members between General Meetings.
- 8.4. T ngata Tiriti House may from time to time develop such rules and policies for the operation of its house, provided that such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to any other law.
- 8.5. T ngata Tiriti House shall be responsible for:
 - 8.5.1. supporting and facilitating the development of remits, policy reviews and other participation in national issues
 - 8.5.2. celebrating and reflecting the diversity of culture within T ngata Tiriti House
 - 8.5.3. supporting the development of appropriate bicultural practices;
 - 8.5.4. encouraging the use of te reo me tikanga M ori in Playcentre Aotearoa;
 - 8.5.5. selecting of a minimum of three (3) members up to a maximum of five (5) members of the Trustee Board and other Officers as may be deemed necessary
 - 8.5.6. making proposals or recommendations on behalf of T ngata Tiriti members
 - 8.5.7. working in partnership with Te Whare Tikanga M ori

9. POARI WHAKAHAERE / TRUSTEE BOARD

- 9.1. The Trustee Board shall consist of a minimum of six (6) and a maximum of ten (10) Trustees, maintaining/ensuring both houses have equal representation, including:
 - 9.1.1. the Co-Presidents endorsed pursuant to clauses 10.11.7.
 - 9.1.2. the Trustees endorsed pursuant to clauses 10.11.8 and 10.11.9 and
 - 9.1.3. such persons that may be co-opted pursuant to clause 9.8
- 9.2. The Trustee Board shall meet at least six (6) times per year.
- 9.3. The Trustees shall determine which other persons may attend and speak at Trustee Board meetings.
- 9.4. Subject to the direction of General Meetings of Playcentre Aotearoa, the responsibilities of the Trustee Board shall include:
 - 9.4.1. being guardians of the philosophy of Playcentre Aotearoa, always acting in the best interests of Playcentre Aotearoa and of Centre members and their children/tamariki;
 - 9.4.2. leading the development of the strategic direction and operational strategies of the

- organisation for approval at a General Meeting; ensuring the direction is relevant, achievable and responsive to needs;
 - 9.4.3. providing leadership and direction to Playcentres, inspiring a shared vision, building commitment and trust;
 - 9.4.4. maintaining oversight of the operations and the adult education programme of Playcentre Aotearoa;
 - 9.4.5. policy consultation within Playcentre Aotearoa;
 - 9.4.6. ensuring that the Budget and Annual Plan is prepared for approval at the General Meeting;
 - 9.4.7. advocating for Playcentre Aotearoa on matters concerning families and Early Childhood Education;
 - 9.4.8. fostering collaboration, modelling partnership, innovation, shared decision making and accountability;
 - 9.4.9. performing the fiduciary and legal responsibilities of governance, ensuring sound internal control and management of risk;
 - 9.4.10. providing wise stewardship of Playcentre Aotearoa assets and resources; and
 - 9.4.11. setting standards for, and evaluating performance.
- 9.5. The Trustees may delegate any of their responsibilities to a committee or to a person. Such a committee or person will be bound by the objects of Playcentre Aotearoa and any terms or conditions of the delegation set by the Trustee Board. The Trustee Board may revoke such delegation at will.
 - 9.6. The Trustee Board may regulate their own procedures; this may include holding meetings by communication technology and recording decisions by written resolution or circulated electronically without the need for a kanohi ki te kanohi / face to face meeting.
 - 9.7. Consensus decision making shall be the primary method for reaching an acceptable outcome, but where consensus does not produce a decision each Trustee shall be entitled to one (1) vote.
 - 9.8. The Trustee Board shall have power to co-opt up to two (2) non-voting members for specific tasks; the Trustee Board shall use its best endeavours to identify persons who have the skills, qualifications and experience required and follow due process to co-opt an appropriate person for a specific term; members shall be informed of any such co-option.
 - 9.9. The Trustee Board may act notwithstanding any vacancy which may occur.
 - 9.10. The quorum for Trustee Board meetings shall be four (4) Trustees and must include representation from each house.
 - 9.11. Notices of the date, time and place of the Trustee Board meetings and the business to be transacted there at shall be forwarded to Trustees at least one (1) week before such a meeting.
 - 9.12. Trustees are expected to declare a conflict of interest relative to any matter in which they, or an associated third party, may have a pecuniary interest. Such Trustees shall not participate in decision making relating to, nor materially influence, any contract or arrangement in which they may be so interested.
 - 9.13. The decision of the Trustee Board on the interpretation or application of the Kaupapa Ture/Constitution shall be binding and conclusive on all members until revoked at a General Meeting.

10. NG HUI / MEETINGS

- 10.1. The General Meetings are the Annual General Meeting and any Special General Meetings.
- 10.2. Delegates appointed by T ngata Tiriti and T ngata Whenua under clause 5.6 and Officers, National Life Members and invited guests shall be entitled to attend and speak at meetings of Playcentre Aotearoa.
- 10.3. General Meetings of Playcentre Aotearoa shall be facilitated by a person(s) appointed by the Trustee Board.

- 10.4. A General Meeting may be held in person or via communication technology;
- 10.4.1. at one venue or
 - 10.4.2. as a series of Meetings where each meeting receives the same information and considers the same agenda, and at least two officers are present, and each such series of Meetings shall constitute one General Meeting
- 10.5. Representatives to General Meetings will be determined by an election process according to each house's protocols with regard to geographical and other representational principles.
- 10.6. The maximum number of delegates in each house shall be equivalent to 1 for every 20 centres of Playcentre Aotearoa or part thereof.
- 10.7. Each house shall set its own quorum for General Meetings.
- 10.8. The quorum for General Meetings shall be met when the quorum for both houses are met.
- 10.9. Notices of the date, time and place of General Meetings and the nature of the business to be conducted shall be forwarded to delegates and to each Playcentre and R p M ori at least eight (8) weeks before the General Meeting. It shall be the duty of each Playcentre and R p M ori to ensure that wh nau/adults receive notice of any General Meeting.
- 10.10. Annual General Meetings shall:**
- 10.10.1. be held within three months of the end of financial year;
 - 10.10.2. receive the Annual Report;
 - 10.10.3. consider the audited Financial Statements;
 - 10.10.4. consider the strategic direction of Playcentre Aotearoa by confirming key outcomes, goals and priorities;
 - 10.10.5. consider the policies developed by the Trustee Board;
 - 10.10.6. consider the budget and determine the levy to be paid by Playcentres;
 - 10.10.7. endorse the Co-Presidents selected by each House;
 - 10.10.8. endorse up to four (4) Trustees selected by Te Whare Tikanga M ori;
 - 10.10.9. endorse up to four (4) Trustees selected by T ngata Tiriti House;
 - 10.10.10. appoint an Auditor, and an Honorary Legal Advisor;
 - 10.10.11. consider any remits that have met the requirements of clause 11.6.;
 - 10.10.12. confer National Life Membership as appropriate.
 - 10.10.13. consider any other business properly the subject of discussion.
- 10.11. Ng Hui Ohore / Special General Meetings:**
- 10.11.1. may be called either on the direction of the Trustees or at the request of at least 10% of Playcentres or R p M ori;
 - 10.11.2. requires the giving of at least four (4) weeks' notice of such a meeting stating the intended purpose, to all Playcentres and R p M ori;
 - 10.11.3. shall only consider that business for which it was specifically called.

11. WHAKATAKOTORANGA WHAKAARO / DECISION MAKING

- 11.1. Decisions will be made by T ngata Tiriti and Te Whare Tikanga M ori, in partnership. Each house shall determine their own structure and processes.
- 11.2. Consensus shall be the primary method for reaching an acceptable outcome for any proposal, with the exception of the election of Officers, alterations to the Kaupapa Ture/Constitution and conferring Life Membership.

- 11.3. Co-operative development of decisions shall ensure that outcomes are centre driven and reflect partnership and open participation.
- 11.4. Where Playcentre Aotearoa cannot reach a decision, in the time available, the status quo shall remain and the following options shall be considered:
- 11.4.1. suspend deliberation pending further information/research;
 - 11.4.2. delegate the decision to the Trustee Board;
 - 11.4.3. agree to use the formal voting process detailed in clause 11.5.
- 11.5. **Formal voting within Playcentre Aotearoa shall be as follows:**
- 11.5.1. postal or electronic ballot with each Playcentre, R p M ori entitled to 1 vote each;
 - 11.5.2. the National Office shall forward copies of the relevant question/motion, within two (2) weeks of the meeting for consideration by Playcentres, R p M ori;
 - 11.5.3. a valid vote requires the participation of at least 60% of Playcentres and 60% of R p M ori;
 - 11.5.4. the question/motion shall be agreed if, of those participating in the vote, 70% of Playcentres and 70% of R p M ori are in favour .
 - 11.5.5. a recount may be called at the request of at least 10% of Playcentres, or at least 10% of R p M ori, provided that such a request is received at the National Office within 6 weeks of the announcement of the result;
- 11.6. **Ng R miti / Remits**
- 11.6.1. Remits determining the policies and direction of the organisation may be proposed by Playcentres, R p M ori, the Trustee Board or by either House.
 - 11.6.2. All remits for consideration by the General Meeting shall be in the form of a resolution, and must be accompanied by a brief summary of arguments in support.
 - 11.6.3. Remits must reach the National Office at least twelve (12) weeks before the General Meeting and shall be forwarded to the Trustee Board prior to distributing to all delegates, Playcentres and R p M ori at least eight (8) weeks before such meeting.
- 11.7. **K whiringa P ti O Ng piha / Election of Officers**
- 11.7.1. Te Whare Tikanga M ori and T ngata Tiriti House shall each determine their processes for selecting their representatives;
 - 11.7.2. Persons with Playcentre experience, provided they are not disqualified by law from holding office, and providing they are not employed or contracted to the organisation or any subsidiary group for more than 520 hours per year shall be eligible for selection
 - 11.7.3. All selected persons/individuals, shall serve a term of two (2) years with half of the Trustee Board retiring every year, ensuring both houses are equally represented at all times. Selected persons/individuals shall be eligible for re-election provided that a maximum term of four (4) years in any one position is not exceeded.
 - 11.7.4. The Co-Presidents shall retire at the completion of their two (2) year term but shall be eligible for re-election provided that the maximum term of four (4) years for any Co-President is not exceeded.-
 - 11.7.5. If any Trustee Board position remains unfilled at the General Meeting the Trustees shall consult with the house from which the vacancy arises before appointing a suitable person to fill such a vacancy.

12. WHAKARITE P TEA / FINANCES

- 12.1. All monies received on behalf of Playcentre Aotearoa shall be paid into its bank account and an income, benefit or advantage shall be applied to the objects of Playcentre Aotearoa.
- 12.2. Assets, including land and buildings, shall at all times be vested in a Playcentre or Playcentre

Aotearoa; in the event of a Playcentre being wound up, closed or disaffiliated, any assets shall revert to the national body in the absence of any agreement to the contrary.

- 12.3. Officers shall be entitled to receive such honorarium as determined by the General Meeting and to be reimbursed for any reasonable actual expenses incurred by them on behalf of Playcentre Aotearoa.
- 12.4. No Officer, or any person associated with an Officer, shall participate in or materially influence any decision made in respect of any payment to, or on behalf of, that member or associated person of any income, benefit or advantage whatsoever.
- 12.5. Playcentre Aotearoa may hold funds on trust for charitable purposes as Designated Trust Funds.
- 12.6. Any surplus funds not required for immediate use by Playcentre Aotearoa may be invested in such investments as are authorised under the statement of investment policies and objects (SIPO) developed by the Trustee Board.

13. INIHUATIA / INDEMNITY

- 13.1. No Officer shall be liable for the acts or defaults of any other Officer or any loss occasioned thereby, unless occasioned by their wilful default or their wilful acquiescence.
- 13.2. Officers shall be indemnified by Playcentre Aotearoa for all liabilities and costs incurred by them in the proper performance of their functions and duties, other than as a result of their wilful default.
- 13.3. All assets of the Playcentre Aotearoa are to be fully covered by insurance.

14. TE WHAKAREREK TANGA TURE / ALTERATION OF THE CONSTITUTION AND RULES

- 14.1. The Kaupapa Ture/Constitution may only be altered by agreement of at least 80% of Playcentres, and at least 80% of R p M ori.
- 14.2. Proposed alterations to the Kaupapa Ture/Constitution shall follow the same process as in clause 11.6.
- 14.3. Once a constitutional remit has been formally accepted for discussion it may not be amended.
- 14.4. No alterations to the Kaupapa Ture/Constitution shall be made that have the effect of altering the charitable status or purpose of Playcentre Aotearoa. The provisions and effect of this sub clause shall not be removed from this document and shall be included and implied into any document replacing this document.
- 14.5. Officers may develop rules and policies for the management of the organisation or other matters which Officers think fit, provided that such rules and policies are not inconsistent with the Kaupapa Ture/Constitution, nor contrary to the Charitable Trusts Act or any other law.
- 14.6. The rules and policies may be repealed, altered or added at a General Meeting of Playcentre Aotearoa.

15. TOREMI / LIQUIDATION

- 15.1. Playcentre Aotearoa may be wound up if, a resolution to this effect is passed in the following manner:
 - 15.1.1. carried by at least 80% of Playcentres, and at least 80% of R p M ori entitled to vote; and
 - 15.1.2. confirmed by at least 80% of Playcentres, and at least 80% of R p M ori by a subsequent resolution voted on at least four (4) weeks later, and not later than six (6) weeks after the first vote.

- 15.1.3. for the avoidance of doubt, these resolutions will be voted on electronically or by postal vote and not at a meeting. These resolutions are deemed to be made at a Special General Meeting
- 15.2. The High Court may order Playcentre Aotearoa to be put into liquidation, under Section 25 (1) of the Charitable Trusts Act 1957.
- 15.3. If there remains after the payment of all costs, debts and liabilities any assets whatsoever, the same shall be given or transferred to a charity or charities within New Zealand whose objects are similar to the objects of Playcentre Aotearoa.
- 15.4. Disposal of assets shall be determined at a General Meeting at or before the time of dissolution; or in default by the High Court of New Zealand.
- 15.5. No property may be paid to or distributed amongst members of Playcentre Aotearoa.

16. TE TOHU NG TAHI / COMMON SEAL

- 16.1. The Common Seal of Playcentre Aotearoa (if any) will be kept in the custody and control of the National Administrator, or such other Officer appointed by the Trustee Board.
- 16.2. When required, the Common Seal will be affixed to any document following a resolution of the Trustee Board and will be signed by the Co-Presidents, or a Co-President and one other Trustee appointed by the Trustee Board to do so.

17. NGARO NG MEA / MATTERS NOT PROVIDED FOR

In the event of any matter not provided for, or not fully provided for, by the Kaupapa Ture/Constitution, that needs to be decided, the matter may be dealt with and decided by the Trustees and ratified at a meeting of Playcentre Aotearoa .

18. KOREWHAKARONGO / NON COMPLIANCE

In the event of non-compliance with the Kaupapa Ture/Constitution due to circumstances beyond the control of the Officers, a special meeting of Playcentre Aotearoa shall be called to determine the course of action to be taken.

19. WHAKAM RAMATANGA / DEFINITIONS

- 19.1. In this Kaupapa Ture/Constitution:

Designated Trust Fund means any fund held for charitable purposes set out in Schedule One

General Meeting means an Annual Meeting or a Special General Meeting.

Officer means:

- (a) a member of the Trustee Board;
- (b) any other selected officer as agreed by the Annual General meeting

R p M ori means any group accepted and acknowledged as such by Te Whare Tikanga M ori in accordance with its tikanga/rules and policies and kawa/protocols.

T ngata Whenua means people of the land, Iwi/M ori.

Te Whare Tikanga M ori means a forum for T ngata Whenua.

T ngata Tiriti means people of all other cultures in Aotearoa New Zealand, excluding T ngata Whenua.

T ngata Tiriti House means a forum for Tangata Tiriti.

Trustee Board means a forum for the Trustees constituted under clauses in section 9

- 19.2 In this Kaupapa Ture/Constitution, a reference to:

- 19.2.1. one gender includes the other gender;
- 19.2.2. the singular includes the plural and vice versa;
- 19.2.3. legislation includes amendments to and re-enactments of the legislation.

19.3 The M ori language used in this Kaupapa Ture/Constitution is sourced from the M ori Language Commission.

SCHEDULE ONE: DESIGNATED TRUST FUNDS

Playcentre Aotearoa may hold funds as the Gwen Somerset Trust Fund on the following terms:

SOMERSET TRUST

1. THIS TRUST DEED is made the day of 1972 by THE NEW ZEALAND PLAYCENTRE FEDERATION INCORPORATED (hereinafter termed "the federation") a body duly Incorporated under the provisions of the Charitable Trusts Act 1957:
2. WHEREAS Mrs. G.L. Somerset of Wellington a sometime officer of the federation has paid the federation the sum of \$2,000.00 to be held upon the trusts hereinafter declared:
3. NOW the federation HEREBY DECLARES that it holds the said sum of \$2,000.00 and such other monies as may be paid to it for such purposes and such of its own funds as it may apply to such purposes (the amount so held by the federation from time to time being hereinafter termed "the trust fund") upon the following trusts namely:
 - 3.1 The trust fund shall be known as "the Gwen Somerset Trust".
 - 3.2 The federation shall invest the trust fund in any manner authorised by law for the investment of trust funds.
 - 3.3 The federation shall either accumulate the income to arise from such investment and hold such accumulations as accretion to capital or shall apply so much of such income as it may from time to time think fit:
 - 3.3.1 in making payments to enable or assist to travel beyond New Zealand persons who in the opinion of the federation have such qualifications in preschool education that their visiting preschool organisations abroad would be beneficial to those organisations or to the federation and its constituent associations;
 - 3.3.2 (to the extent that in the opinion of the federation the object set out in the previous subclause may from time to time be impractical) in making payments to promote the general charitable purposes of the federation and its constituent associations.
 - 3.4 The federation may from time to time apply such part or parts as it thinks fit of the capital of the trust fund towards the objects set forth in the previous clause.
 - 3.5 The federation may by resolution of its national executive delegate all or any of its powers in relation to the trust fund to a committee whose constitution and term of office shall be defined by such resolution and on such terms as to consultation with and report to the federation and its constituent associations as may be defined by such resolution but such committee shall have power to apply the capital of the trust fund towards the objects of the trust only to the extent that it is specifically so authorised by resolution of the national executive of the federation.
- 4 IN WITNESS WHEREOF these presents have been executed the day and year first above written
- 5 THE COMMON SEAL of THE NEW ZEALAND PLAYCENTRE)
 FEDERATION INCORPORATED was hereunto)
 affixed in the present of:)

SOMERSET TRUST STATEMENT

The Gwen Somerset Trust was set up in 1972 following a gift by Gwen to the Federation of the sum of \$2,000.00 for that purpose. Under the Deed, the trustee is the Federation. Clause 3.5 of the Deed recognises that it may be sensible for Federation as trustee to delegate its powers and at the 1977 Conference an advisory committee consisting of Gwen Somerset, the Federation Treasurer, the Convenor of the Federation Education Subcommittee and one other person to be elected at every other Conference, was set up. The advisory committee make recommendations on the proposals submitted to it, in writing to half yearly National Executive meetings for its decision.

The Federation is required to invest the trust funds in the manner authorised by law. the Federation Solicitor has advised that where the funds of the trust are so great that the limited range of trustee investments is inappropriate (say \$30,000.00), then this would be a suitable reason for establishing a new trust with a new deed.

Clause 3.4 of the Deed has the effect that capital as well as interest may be applied to the objects of the trust. However there needs to be a clear distinction between capital and interest. the capital of the trust to date consists of the original donation from Gwen Somerset, a further donation from Gwen of \$2,000~00, donations of royalties from both Gwen and Beverley Morris, and donations from Associations. Associations may however make donations to "interest" and this enables the money to be paid in grants rather than invested.

The objects of the trust are set out in Clause 3.3. Two points should be noted. In Clause 3.3.1, the person travelling does not have to be a Playcentre person and the purpose of the travel may be to either benefit an overseas organisation of the New Zealand Playcentre movement.

Because it is difficult to vary deeds of this sort, when the Deed was drawn up, care was taken to avoid a situation where money might be tied up for narrow purposes which might prove inappropriate in the future. Clause 3.3.2 means that the money may be used for any of the purposes of the Federation or the Associations. The only inhibition here is a political one in that if people have given money for travel, the may be concerned it is used for other purposes.

As agreed at the National Executive meeting in November 1979 there are the following levels of funding:

1. Where Federation asks people to undertake something they should be fully funded by the Trust.
2. Where Associations ask people to undertake something that was not part of their planned trip this will have a second priority with a lesser level of funding.
3. Where applications are made to assist with expenses as part of a private trip, where the extra experience gained would be valuable to Playcentre, this funding will be at a lower level.



Rates Remission Application Form for Charitable Organisations

The purpose of granting rates support is to reduce the rating obligations on those charitable organisations that will benefit the community and who support Council’s Vision and Outcomes.

Applicant Details

Valuation Reference Number/s	14091 224 00
Full name of organisation	Feilding Scout & Guide Hall
Contact person	Fiona Kitchen
Daytime phone number	027 4033328

Physical & Postal Address Details

Physical Address	152 Manchester Street, Feilding		
PO Box	92		
Town	Feilding	Postcode	4740
Email	warrenfiona@xtra.co.nz		

Funding Criteria

Council rates support will be administered annually and may be made for a multi-year term to a maximum of three years. Council may remit rates where the application meets the following criteria:

- Directly links with the Council’s vision statement, outcomes; and
- A rating unit that may be owned by Council or owned and occupied by a charitable organisation, which is used principally for sporting, recreation, art or community purposes; or
- A rating unit that is leased by a charitable organisation for a period of at least one year is used principally for recreation, sporting or community purposes, and where the organisation is liable for the payment of the Council’s rates under the property’s lease agreement.

Definition of “charitable organisation” is a charitable entity which means a society, an institution, or the trustees of a trust that is or are registered as a charitable entity under the Charities Act 2005.

Organisations must have a current income tax exemption certificate.

Organisation Details

Please give a brief description of what your organisation’s objectives are.

To provide a viable on-going facility for the boys and girls of Feilding and the wider community.

This is in keeping with the values in the Feilding Scout & Guide Hall Trust Deed and the aims of the Guiding New Zealand and Scouts New Zealand Associations.

Demonstrate how the purpose of your organisation aligns with Council’s vision, outcomes.

The aim of the Feilding Scout and Guide Hall is to encourage the physical, emotional, social, cultural and spiritual development of young people.

Demonstrate how your organisation’s service or services meet the current and future needs of Manawatu District residents.

This is achieved by management of the Feilding Scout & Guide Hall for the future viability of the Hall for the boys and girls of Feilding and wider community.

Demonstrate how accessible your property and the service or services your organisation provides are to Manawatu District residents as well as how these residents are given the opportunity to participate.

- Every boy and girl is welcomed into either our Scouting or Guiding groups
 - Our contact details for using the Hall are displayed and shared in our hall windows, Feilding Promotions, our new Facebook page and our community share our details.
 - Regular working bees attended by families
-

Estimated number of active members, clients or participants

Over NZ 1000 members in Scouting and Guiding,

We estimate over 300+ people from a range of different community groups have used our Hall each year.

Do other organisations use your facilities?

- Yes No

If yes, please give details of these organisations. * Fitness group (A group of mums)
*Fun Football for the little people *Feilding Dahlias *Central Daffodil Group *Ashhurst Brownies
*New Plymouth Boys High School (Canoe Polo) *Manawatu Special Needs Taekwon-Do
*Manchester Unity Friendly Society *Feilding Taekwon-Do *Feilding Teen Indoor Bowls
*Poihakena Portraits *PN Girl Guides *Manchester Street School *Puddleducks Nursery
*Scouts Zone Leaders *Private families in our community for childrens birthday parties

Financial Information

What is your organisation's legal status?	Scouting NZ supporting letter
What is your Charities Commission registration number?	CC10556
What is your Charities Commission registration date?	

We have applied to be a Charitable Trust in our own right. This is currently been signed at the Solicitors early April.

If you do not have a legal identity, please explain why, name your umbrella group and supply at least three letters in support of your application.

Scouting New Zealand

Does your organisation have its accounts audited each year?

Yes No

If yes, please attach the Audited Accounts for the last financial year including the Auditor's report. If these audited accounts are more than six months old at the time of applying, please also enclose the most recent income and expenditure statement.

If no, please attach a statement of current financial position that includes an income and expenditure statement, or a copy of the unaudited management accounts; and a declaration, signed by two signatories of your organisation, attesting to the accuracy of the financial update included.

Please provide a copy of the following documentation to support your application.

- Your organisation's constitution
- Proof of charitable status and a copy of income tax exemption certificate.
- A copy of a lease agreement of the property (if not owned)

Declaration

- The details in all sections of the application are true and correct to the best of our knowledge.
- We have the authority to commit our organisation to this application to the Manawatu District Council.
- We understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation.

In addition:

- The Council will be advised of any significant change to our finances between the date of this application and the date of decision-making.
- All reasonable information has been provided to support our application.

We understand that the Manawatu District Council:

- Is bound by the Local Government Official Information and Meetings Act 1987.
- We also consent to it recording the personal contact details provided in this application, retaining and using these details.
- We understand that our name and brief details of our organisation may be released to the media or appear in Council documentation.
- We undertake that we have obtained the consent of all people involved to provide these details. We understand that we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993.

1st Signatory

Name	Fiona Kitchen
Position in Organisation	Treasurer
Signature	
Date	30/04/2021

2nd Signatory

Name	Colin Stone
Position in Organisation	Chairperson
Signature	
Date	30/04/2021

Final Check

Make sure you have

- Completed all the sections
 - Provided financial details
 - Attached supporting documents
-

Need Help?

Please contact the following if you need advice on your application:

Janine Hawthorn
Community Development Adviser
Manawatu District Council
Telephone 06 323 0000 or
Email janine.hawthorn@mdc.govt.nz

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

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Statement of Movements in Equity	4
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**DIRECTORY
AS AT 31 MARCH 2018**

Nature of Business: Hall Rental

Location: 152 Manchester Street
FEILDING

Bankers: Westpac

Accountants: Wheeler Campbell
Feilding

COMPILATION REPORT

Compilation report to the Committee of Feilding Scout and Guide Hall Committee.

SCOPE

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the special purpose financial statements of Feilding Scout and Guide Hall Committee for the year ended 31 March 2018. These have been prepared on the basis disclosed in Note 1 to the financial statements.

RESPONSIBILITIES


You have determined that the basis upon which the financial statements have been prepared is appropriate to meet your needs and for the purpose that the financial statements were prepared. You are solely responsible for the information contained in the financial statements and have determined that the accounting policies employed are appropriate to meet your needs and for the purpose that the special purpose financial statements were prepared.

NO AUDIT OR REVIEW ENGAGEMENT UNDERTAKEN

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. A compilation is limited to the collection, classification and summarisation of financial information. Our procedures do not include verification or validation procedures of the information. No audit or a review engagement has been performed, and accordingly no assurance is expressed.

DISCLAIMER

The financial statements were prepared exclusively for your benefit. Neither we, nor any of our employees accept any responsibility on any grounds whatsoever, including liability in negligence, for the contents of the financial statements to any other person.



WHEELER CAMPBELL
Chartered Accountants
Feilding

28 June 2019

**STATEMENT OF PROFIT OR LOSS
FOR THE YEAR ENDED 31 MARCH 2018**

	<i>Note</i>	2018	2017
INCOME			
Hall Hire		2,050	1,015
Scout Fees		3,400	4,440
Guide Fees		2,680	4,440
Reparation ex Justice Dept		57	24
Fund Raising		111	403
		<u>8,298</u>	<u>10,322</u>
EXPENSES			
Bank Fees		9	-
Building Compliance		133	193
Cleaning		418	550
Electricity and Gas		1,795	1,778
General		-	483
Hygiene		235	226
Insurances		3,739	3,245
Interest		1	-
Rates		2,379	2,662
Repairs and Maintenance		199	1,524
TOTAL EXPENSES		<u>8,908</u>	<u>10,661</u>
NET TRADING INCOME (DEFICIT)		(610)	(339)
OTHER INCOME			
Interest		5	15
NET SURPLUS/(DEFICIT)		<u><u>\$(605)</u></u>	<u><u>\$(324)</u></u>

The above information has not been audited. Refer to Compilation Statement.

**STATEMENT OF MOVEMENTS IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2018**

	2018	2017
Equity at the Beginning of the Year	6,652	6,975
Net Surplus (Deficit) for the Year	(605)	(324)
Total Recognised Revenue and Expenses	<u>(605)</u>	<u>(324)</u>
EQUITY AT THE END OF THE YEAR	<u><u>\$6,047</u></u>	<u><u>\$6,652</u></u>

The above information has not been audited. Refer to Compilation Statement.

FEILDING SCOUT AND GUIDE HALL COMMITTEE

**BALANCE SHEET
AS AT 31 MARCH 2018**

	<i>Note</i>	2018	2017
ACCUMULATED FUNDS			
Accumulated Funds	2	6,047	6,652
CURRENT LIABILITIES			
Accounts Payable		133	50
TOTAL FUNDS EMPLOYED		\$6,180	\$6,702
CURRENT ASSETS			
Westpac Bank		1,821	643
Westpac Simple Saver		4,209	5,204
Accounts Receivable		150	855
		6,180	6,702
TOTAL ASSETS		\$6,180	\$6,702

[Signature]
Chairperson

28-6-19
Date

[Signature]
Treasurer

28-6-19
Date

The above information has not been audited. Refer to Compilation Statement.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018**

1 STATEMENT OF ACCOUNTING POLICIES

These are the financial statements of Feilding Scout and Guide Hall Committee which is an Unincorporated Society.

These financial statements are a special purpose report.

HISTORICAL COST

These financial statements have been prepared on a historical cost basis, except as noted otherwise below. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except policies otherwise indicated.

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

Accounts Receivable

Accounts receivable are stated at their estimated realisable value.

Income Tax

The Society is a not for profit entity and is therefore subject to income tax on profits from transactions with non members in excess of the exemption of \$1000.00.

Goods and Services Tax

The Society is not registered for GST.

Going Concern

These financial statements have been prepared on the basis that the Society is a going concern.

Changes in Accounting Policies

There have been no specific changes in accounting policies. Policies have been applied on a basis consistent with those of the previous period.

2 ACCUMULATED FUNDS	2018	2017
Retained Earnings at Beginning of Year	6,652	6,975
Net Surplus/(Deficit) for the Year	(605)	(324)
	<u>\$6,047</u>	<u>\$6,652</u>

3 CONTINGENT LIABILITIES

There are no contingent liabilities at year end (31 March 2017: \$Nil).

4 CAPITAL COMMITMENTS

There are no capital commitments at year end (31 March 2017: \$Nil).

5 RELATED PARTY

There are no related party transactions at year end (31 March 2016:\$Nil).

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

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**DIRECTORY
AS AT 31 MARCH 2019**

Nature of Business: Hall Rental

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FEILDING

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Accountants: Wheeler Campbell
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COMPILATION REPORT

Compilation report to the Committee of Feilding Scout and Guide Hall Committee.

SCOPE

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the financial statements of Feilding Scout and Guide Hall Committee for the year ended 31 March 2019.

As described in Note 1 to the financial statements, these financial statements are a special purpose report .

RESPONSIBILITIES

You are solely responsible for the information contained in the financial statements and have determined that the accounting policies employed are appropriate to meet your needs and to the purpose for which the financial statements were prepared.

NO AUDIT OR REVIEW ENGAGEMENT UNDERTAKEN

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or a review engagement has been performed, and accordingly no assurance is expressed.

DISCLAIMER

As mentioned earlier in our report, we have compiled the financial information based on information provided to us which has not been subject to an audit or review engagement. Accordingly, neither we, nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.



WHEELER CAMPBELL
Chartered Accountants
Feilding

28 June 2019

STATEMENT OF PROFIT OR LOSS
FOR THE YEAR ENDED 31 MARCH 2019

	Note	2019	2018
INCOME			
Hall Hire		2,010	2,050
Scout Fees		3,465	3,400
Guide Fees		3,475	2,680
Reparation ex Justice Dept		31	57
Fund Raising		312	111
		9,293	8,298
EXPENSES			
Bank Fees		18	9
Building Compliance		133	133
Cleaning		-	418
Electricity and Gas		2,013	1,795
Hygiene		245	235
Insurances		4,094	3,739
Interest		2	1
Rates		4,919	2,379
Repairs and Maintenance		1,198	199
		12,622	8,908
TOTAL EXPENSES		12,622	8,908
NET TRADING INCOME (DEFICIT)		(3,329)	(610)
OTHER INCOME			
Interest		4	5
		4	5
NET SURPLUS/(DEFICIT)		\$(3,325)	\$(605)

The above information has not been audited. Refer to Compilation Statement.

**STATEMENT OF MOVEMENTS IN EQUITY
FOR THE YEAR ENDED 31 MARCH 2019**

	2019	2018
Equity at the Beginning of the Year	6,047	6,652
Net Surplus (Deficit) for the Year	<u>(3,325)</u>	<u>(605)</u>
Total Recognised Revenue and Expenses	<u>(3,325)</u>	<u>(605)</u>
EQUITY AT THE END OF THE YEAR	<u><u>\$2,721</u></u>	<u><u>\$6,047</u></u>

The above information has not been audited. Refer to Compilation Statement.

FEILDING SCOUT AND GUIDE HALL COMMITTEE

**BALANCE SHEET
AS AT 31 MARCH 2019**

	Note	2019	2018
EQUITY			
Accumulated Funds	2	2,721	6,047
CURRENT LIABILITIES			
Accounts Payable		-	133
Prepayments		1,700	-
		<u>1,700</u>	<u>133</u>
TOTAL FUNDS EMPLOYED		<u><u>\$4,421</u></u>	<u><u>\$6,180</u></u>
CURRENT ASSETS			
Westpac Bank		1,459	1,821
Westpac Simple Saver		2,813	4,209
Accounts Receivable		150	150
		<u>4,421</u>	<u>6,180</u>
TOTAL ASSETS		<u><u>\$4,421</u></u>	<u><u>\$6,180</u></u>

[Signature]
Chairperson

28-6-19
Date

[Signature]
Treasurer

28-6-19
Date

The above information has not been audited. Refer to Compilation Statement.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

1 STATEMENT OF ACCOUNTING POLICIES

These are the financial statements of Feilding Scout and Guide Hall Committee which is an Unincorporated Society.

These financial statements are a special purpose report.

HISTORICAL COST

These financial statements have been prepared on a historical cost basis, except as noted otherwise below. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except policies otherwise indicated.

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

Accounts Receivable

Accounts receivable are stated at their estimated realisable value.

Taxation

Taxation charged against profits is based on estimated tax payable for the current year. Deferred tax accounting has not been adopted.

Income Tax

The Society is a not for profit entity and is therefore subject to income tax on profits from transactions with non members in excess of the exemption of \$1000.00.

Goods and Services Tax

The Society is not registered for GST.

Changes in Accounting Policies

There have been no specific changes in accounting policies and they have been applied on a consistent basis with those of the previous period.

2 ACCUMULATED FUNDS	2019	2018
Retained Earnings at Beginning of Year	6,047	6,652
Net Surplus/(Deficit) for the Year	(3,325)	(605)
	<u>\$2,721</u>	<u>\$6,047</u>

3 CONTINGENT LIABILITIES

There are no contingent liabilities at year end (31 March 2018: \$Nil).

4 CAPITAL COMMITMENTS

There are no capital commitments at year end (31 March 2018: \$Nil).

5 RELATED PARTIES

There are no related party transactions at year end (31 March 2018: \$Nil).

PO Box 11348
Wellington 6142
New Zealand

18 February 2020

Manawatu District Council

Feilding Scout Group is a member of SCOUTS New Zealand, they operate out of a property at 152 Manchester Street Feilding known as the Feilding Scout and Guide Hall.

The property is held in trust for the benefit of youth in Feilding.

It would be appreciated if the Manawatu District Council could support the Feilding Scout Group by providing a rates rebate.

SCOUTS is a registered charity (CC10556).

Kind regards



Matthew Nathanson
Property Manager