

ASHBURTON COMMUNITY CENTRE

Annual Report

2021/2022



ASHBURTON
COMMUNITY
CENTRE

ACC STRATEGIC PLAN 2021 - 2023

A Summary

Vision: An engaged, vibrant and inclusive community

Purpose: Create and support the infrastructure that enables people to connect, grow and thrive

Values/Behaviours: Respectful, honest and open; Innovative, professional and accountable; Collaborative, inclusive and environmentally responsive

Our Key Challenges for the near future include: responding to the challenges of COVID, increasing diversification at all levels, greater promotion of the Centre and changing membership demographic.

Our Strategy can be summarised:

If we:	> This will result in:	> Eventually leading to:
Create responsive and effective procedures, maintain and improve our Centre's resources and communicate our values and Centre's offerings in a prompt, friendly and diverse way...	A visually appealing well-maintained Centre equipped with appropriate amenities for a diverse range of users...	A welcoming, inclusive, suitably equipped and resourced Centre for our community.
Increase membership, our range of activities along with a wide range of promotional materials...	An expanded range of activities with more people attending...	A diverse range of accessible activities, recognised and enjoyed by people from all backgrounds.
Participate in local and sector-based partnerships, are pro-active in evaluating and seeking feedback and then creating new responses...	Our Centre being able to fine tune its current activities and identify and implement new activities...	An Organisation responsive to current and emerging community needs.
Implement effective financial management procedures and diverse income streams managed by an effective Committee of Management...	Our Centre's governance and finance structures being able to manage the peaks and troughs which may occur...	A financially stable and sustainable Organisation with high standards of governance.
Identify initiatives and values which promote community well-being and integrate them into our Centre's activities...	Our Centre's activities representing more diverse values and communities and attracting more people seeking these activities...	An Organisation that advocates and supports social and environmental values and initiatives promoting community well-being.

Our performance will be measured against Key Performance Indicators set by the City of Boroondara and the ACC Committee of Management.

Operations of the Centre will be monitored and directed by a Committee of Management duly elected from the membership and adhering to the Rules of Association.

Contents

Strategic Plan 2021-2023: A Summary	2
The Neighbourhood House Sector	4
Our Community & Our Members	5
About Us	6
Our Staff & Committee	6
Our Tutors	7
Our Volunteers	8
Grants	8
Activity Snapshot	9
Room Hire	10
Events & Activities	11
Timeline of Key Dates	12
President's Report	13
Treasurer's Report	15
Executive Officer's Report	16
AGM Meeting Minutes 2021	18
Financial Reports	22
Independent Auditor's Report	30

Ashburton Community Centre acknowledges the Australian Aboriginal and Torres Strait Islander peoples as the first inhabitants of the nation and the traditional custodians of the lands where we live, learn, connect and engage.



The Neighbourhood House Sector

The Ashburton Community Centre is a member of the following organisations and networks from our national peak body through to our local networks.



NATIONAL PEAK BODY

Australian Neighbourhood Houses & Centres Association (ANHCA)

The ANHCA is the national peak body for over 1000 Neighbourhood Houses and Centres in Australia.



STATE PEAK BODY

Neighbourhood Houses Victoria (NH Vic)

Established in 1979, Neighbourhood Houses Victoria represents a membership of close to 400 independent, community-based organisations across Victoria, we are a trusted source of: strategic leadership, state-wide advocacy, advice and information, timely research and data analysis, professional development & sector promotion.



REGIONAL NETWORK

Network of Inner East Community Houses (NIECH)

One of 16 regional networks funded through NHVIC, NIECH facilitates regional collaboration on issues, needs and projects, provides individual support and resourcing to houses and represent and advocate on regional issues and needs to Neighbourhood Houses Victoria, and local and state governments. NIECH represents 29 Neighbourhood Houses & Learning Centres in the Inner East of Melbourne, covering four local government areas: Boroondara, Manningham, Monash and Whitehorse.



COUNCIL AREA NETWORK

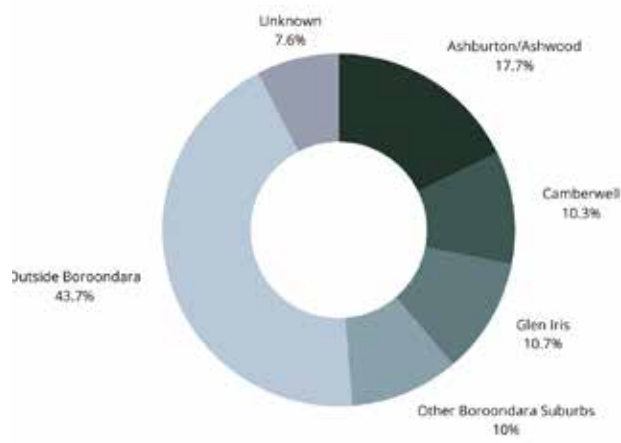
Neighbourhood Houses Boroondara

This is a network run by the 11 neighbourhood houses in the City of Boroondara and meets four times a year. This network provides peer support for managers and marketers, advocacy, a link to the City of Boroondara and shared marketing activities. Attendance at this network is a condition of funding for Neighbourhood Houses in this municipality.

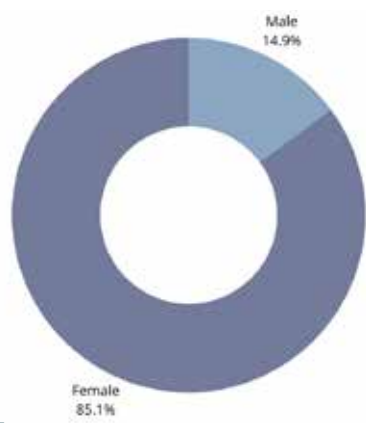
Our Community & Our Members

At the beginning of the financial year we had 204 members representing a reduction in membership during the pandemic. Over the next 12 months membership more than doubled and grew to a healthy 463 members. Our Centre values our members enormously and the support they provide to our Centre. However, members represent only a slice of people who access our Centre. Hundreds of people visit and engage with our Centre during the increasing number of inclusive and accessible events our Centre runs and many people, especially children and young people, engage with our Centre through our Room Hirers' activities.

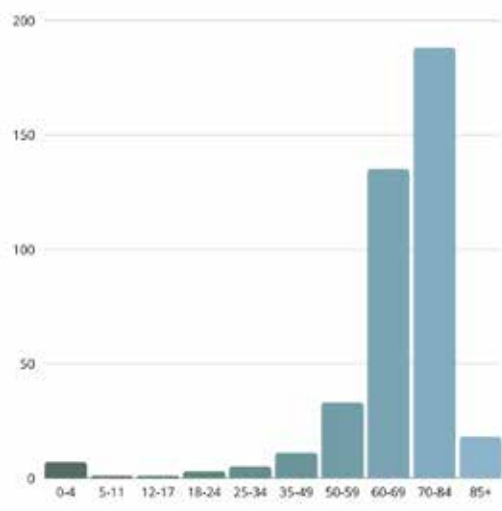
Where are our members located?



Membership by Gender



Membership By Age



Our location

The Ashburton Community Centre is located on High Street next to the library, and forms part of the busy trading hub known as Ashburton Village. Our Centre is fortunate to be within a suburb that has a very strong community infrastructure including an active Traders' Association, two other active neighbourhood houses and many other active local community organisations.

Ashburton sits within the Solway Ward and borders onto two other municipalities; the City of Stonington and City of Monash. This is reflected in our member demographics.

Indigenous History

Ashburton is on the traditional lands of the Wurundjeri Woi-wurrung people.

(Source: <https://www.boroondara.vic.gov.au/traditional-owners-boroondara>)

About Us

Ashburton Community Centre is a community owned and managed not-for-profit organisation, offering classes, activities, workshops, events and supports developed in response to the needs of the community.

First established in the mid-1980s, the Centre grew steadily in size, outgrowing the original building and undergoing a City of Boroondara redevelopment in 2013 to a purpose-built meeting and activity space.

Our Centre works within a community development framework, and we aim to build an engaged, vibrant and inclusive community (Ashburton Community Centre Strategic Plan 2021 – 2023).

Our Centre receives significant funding from the City of Boroondara and more than half our income is self-generated.

We are governed by a volunteer committee who ensure that the Centre achieves its vision, purpose and strategic goals as well as fulfilling its ethical, legal, financial and constitutional obligations.

Our Centre is staffed by a dedicated office team, all of whom are part-time and supported by volunteers.

Our Staff & Committee

Office Staff

Rachel Morley - Executive Officer

Natasha Kuperman - Marketing & Communications Coordinator (Mondays, Thursdays, Fridays)

Jo Lewin - Administration Officer (Monday to Wednesday)

Jill Schober - Administration Officer (Mondays, Thursdays, Fridays)

Catherine Potgieter - Administration Assistant (Tuesdays & Fridays)

Committee of Management

Official Office Bearers

President - Rhondda King (until March 2022)

Interim President - Lynn Norman (from March 2022)

Treasurer - Terry Manwaring

Secretary - Wendy Frayne

General Committee Members

Rajat Bhalla (until May 2022)

Kate Bond (until May 2022)

Lena C (until Aug 2021)

Justin Dolman (until Jan 2022)

Margaret Hatton

Martin O'Dell

Dustin Pham

Marie Pietersz (from Jan 2022)

Deepa Subramanian (from Dec 2021)

Lisa Wilcox

Minutes Secretary

Barbara Boxhall (until October 2021)

Our Tutors

We pride ourselves on the quality, talent and professionalism of our tutors who facilitate courses, activities, workshops and events at the Centre.

The Ashburton Community Centre works with tutors from diverse backgrounds, many of whom are professional artists, instructors and teachers with national and international recognition and awards.

Over 40 individual courses, workshops and activities have been offered at the Centre, delivered by our amazing tutors throughout the year both at the Centre and online. Tutors who offered classes in 2021/2022:

Sam Au

Jenny Biggin

Martine Bourbon

Barbara Boxhall

Sue Braint

Sarah Craze

Jane Creasey

Margaret Crichton

Natalie Fernandes

Roza Ganser (Volunteer)

Laura Goldstraw

Lisa Gribbon

Ulla Jones

Lorraine Kelly

Robin Kenrick

Anna Martin

Isabelle Martin

Kate Money-Bond

Karyn Montgomery

Alan Rawady

Michelle Saunders

Emily Shannon

Dina Theodoropolous

Mary Thow

Echo Wu



Our Volunteers

As a not-for-profit community centre with limited resources, we depend on volunteers to assist and support the provision and expansion of our services. Volunteer workers are the lifeblood of organisations like ours; the day-to-day operations of the Centre could not be managed without their considerable involvement.

We rely on our volunteers' help to co-ordinate our groups and keep costs low for various workshops, activities and events. Volunteer positions range from Connect group co-ordinators, office and reception assistants, digital mentors and members who volunteer their time at events.

We had 28 volunteers work at the Centre during the year as well as our committee members. The sum of the individuals working together is incredibly inspiring and an important expression of community spirit.

Thank you to everyone who has volunteered their time to be part of our Centre.

Office Volunteers

Peter Aarons
Mandy Batey
Georgie Henzell
Rebecca Kierce
Jacob Kim
Catherine Potgieter
Rebecca Williams

Digital Mentors

Peter Aarons
Supro Mukherjee
Lynn Norman
Devyani Raheja
Josh Wong

Green Deck Volunteer

Charlotte Jowett

Connect Group Co-ordinators

Barbara Boxhall	Janet King
Milda Buxton	Betty Ladbury
Nick Constantino	Marion Morrison
Margaret Counihan	Angela Walker
Margaret Crichton	Meredith Woods
Terri Dollman	Joy Oldfield
Pat Griffith	Victoria Ostergaard
Richenda Harrison	

Grants

We would like to thank the following for their financial support this year (2021/2022) through the provision of grants:

- The City of Boroondara
- The Australian Government's BeConnected Grants
- The Australian Government's Stronger Communities Programme Round 7

Activity Snapshot

Meeting our Community's Needs

Neighbourhood Houses bring people together to connect, learn and contribute in their local community through social, educational, recreational and support activities, using a unique community development approach.

Community development enables communities to identify and address their own needs. It starts from the assumption that communities have existing strengths and assets that make them part of the solution.

As part of our community development practise our Centre delivers programs and events that are based on identified needs of the local community. Here are the classes, events, activities and groups that we had on offer during the year:

Courses *(run weekly during school terms)*

Acrylic Painting	Nordic Walking Beginners
Advanced Watercolour	NEW Nordic Walking Intermediate
Ageless Grace®	Slow Flow Yoga
Art for All Abilities	Tech Helpdesk
Balance Back to Exercise	NEW Tech Private Tutoring
NEW Get Connected (Beginners)	NEW Tech Savvy Q & A
NEW Stay Connected (Intermediate)	NEW Tai Chi
Botanical Watercolour Illustration	The Joy of Good Books
Chinese Brush Painting	Watercolour & Mixed Media
Creative & Memoir Writing	Ukulele for Beginners
Exercise to Music (50+)	Ukulele Intermediate
Fit for You	NEW Ukulele Advanced
French Advanced Conversation	Yin Yoga
NEW French for Beginners	Yoga & Pilates Combo
iPad Art with Procreate	Yoga for All
Italian Intermediate	Yoga for Families
Keep Fit (Strength & Conditioning)	Yoga Hatha Continuing
Life Drawing	Your Healthy Spine
NEW Line Art - Drawing Flowers	NEW Your Life Stories
Mah-jong (Western) Lessons	
NEW Mat Pilates	
Mini Groovers	

Also at our Centre

We have room hirers who run programs at our Centre including:

- Super Speak (public speaking & drama program for kids)
- Maria Spanish School (spanish classes for children)
- Breathe & Birth (pregnancy support classes)
- JAS Inclusive - Whole Day Creative Arts Program for young adults with an intellectual disability
- Life Long Learning (Hawthorn Community House)

Groups

(meeting weekly)

NEW Craft, Coffee and Chat
Cryptic Crosswords
Floral Art Group
NEW Love Your Flowers (Drawing)
Mah Jong (Western) Group
Patchwork and Handicraft Group
Table Tennis Group
Thursday Afternoon Book Group
Walking for Health and Fitness

Meeting Fortnightly

Acoustic Group
Blues Music Jamming Session
Spinners and Knitters Group

Meeting Monthly

The Ashy Bookclub
Global Film Discussion Group
Novels at Night Book Group
Thursday Afternoon Book Group

Online Activities

Stay Active Online Pass
(live streamed weekday mornings)
Yoga (for All) Online Pass
(live streamed weekday mornings)

Events

Ashburton-a-Fair (Dec, Mar & Jun)
Get Online Week - Trivia Quiz
Halloween on High

Room Hire

The Ashburton Community Centre has various rooms to hire for community groups, not-for-profit organisations and for commercial use. The spaces are suitable for a variety of different functions, including meetings, classes, general interest gatherings and workshops.

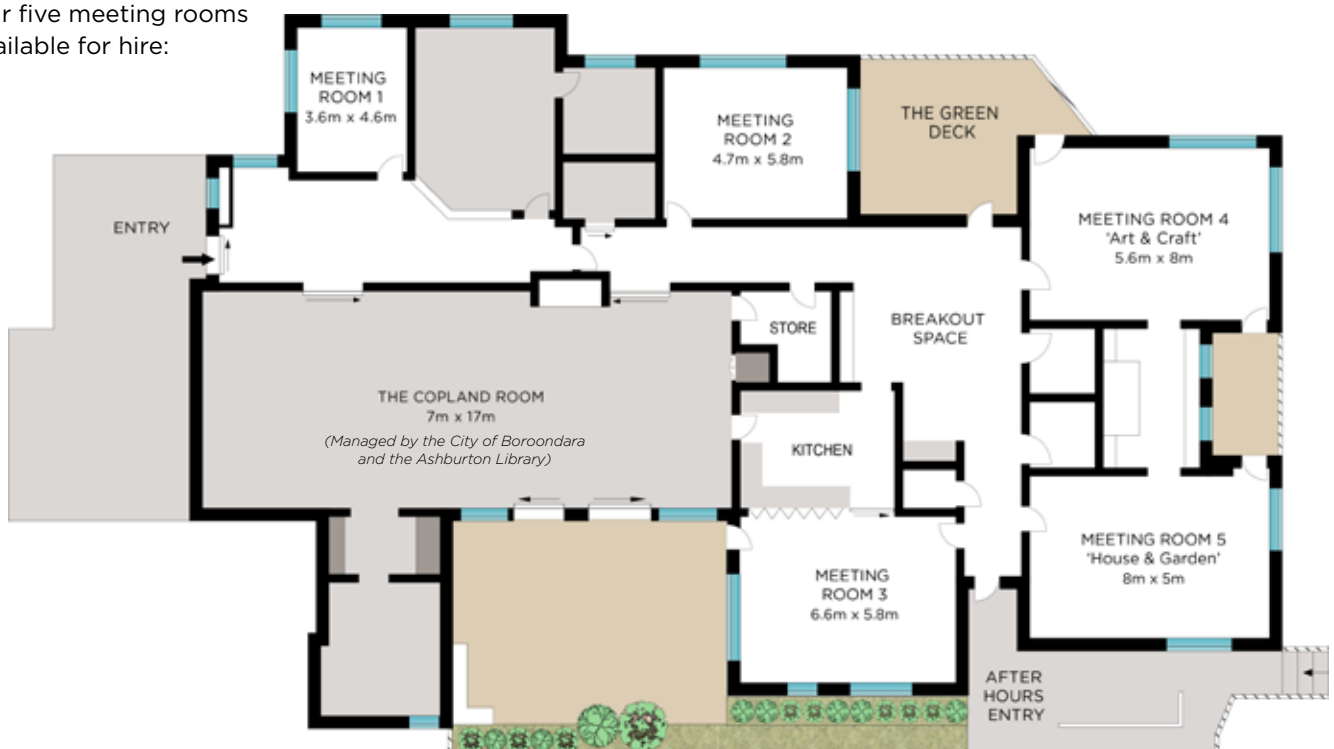
Our space is modern, accessible, flexible and welcoming and consists of one smaller meeting room and four similar sized activity spaces including an art and craft room with an adjoining wet room. The Centre also has a registered kitchen available for food assembly and production.

We partner with our room hirers to promote, when chosen, their activities and to support their businesses' success within the local community.

Room hirers provide a diverse range of activities and their use of the Centre not only supports our Centre's income, and activation of our space, but room hirers also support the delivery of additional activities to the community.



Our five meeting rooms available for hire:



Events & Activities

Our Centre has been building its event-running capacity and we now have a regular calendar of events including Ashburton-a-Fair which our Centre partners with Rotary Chadstone east Malvern to run. Monies raised by this event support local community projects and the event itself provides an inclusive range of activities to the community. Our Centre also runs an annual Get Online Week event supporting people gain the skills to “get online” as well as promoting our volunteer Digital Mentors. We ran our second Halloween on High in partnership with the Ashburton Traders Association and this provides young children and their families with a fun way to celebrate and support the local traders.

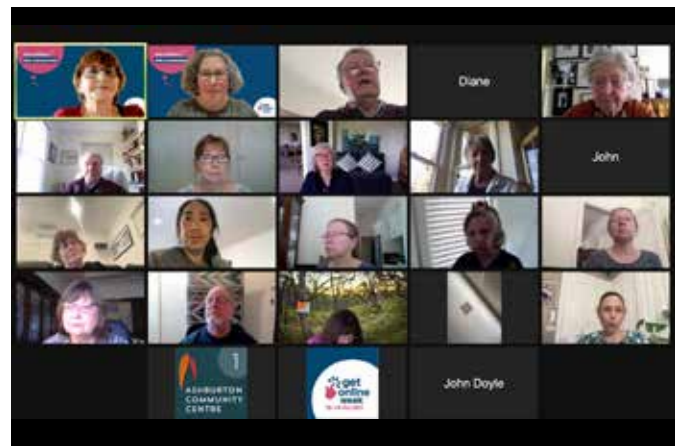
Events provide not only an opportunity for volunteer engagement, fundraising and Centre promotion, but they also provide our Centre with the ability to provide activities to a demographic that we might otherwise not engage with in our regular daily activities.



Ashburton a Fair December 2021, April 2022 & June 2022



Halloween October 2021



Get Online Week October 2021

Timeline of Key Dates

KEY DATES	ACTIONS
Term Break / Holidays	
Term 3 2021 (<i>Monday 12 July – Friday 17 Sept</i>)	
16/7	At the end of the first week of Term 3, our 5th lockdown is announced, all classes moved to online via Zoom where possible, Centre closed, all staff working from home
28/7	Centre reopens with restrictions (masks, capacity limits QR codes etc.)
5/8	Lockdown 6 announced, classes moved to online via Zoom where possible. Centre building closed
18/9	Ashburton-a-Fair cancelled due to ongoing restrictions due to COVID-19
Term Break / Holidays	
20/9	Free online exercise & yoga classes activities offered by the Centre over the two weeks of Term break
Term 4 2021 (<i>Monday 4 October – Friday 10 December</i>)	
4/10	Term 4 begins online, with the Centre still closed and staff working from home.
21/10	Online Trivia Quiz for Get Online Week via Zoom
30/10	Halloween on High event (outdoor only)
8/11	Centre re-opens for at Centre classes and activities for members who are double-vaccinated. Room capacity limits and masks to be worn indoors.
4/12	Ashburton-a-Fair
Term Break / Holidays (<i>Office closed from Dec 17 to Jan 17</i>)	
Term 1 2022 (<i>Monday 31 January – Friday 8 April</i>)	
31/1	Term 1 starts with dedicated online classes, livestreamed classes and at-Centre classes and activities under COVID-safe guidelines, capacity limits and social distancing requirements. Air purifiers available in rooms, umbrella installed on outdoor deck to use as communal space, no table set up inside due to restrictions. Masks recommended.
9/4	Ashburton-a-Fair
Term Break / Holidays	
Term 2 2022 (<i>Monday 26 April – Friday 24 June</i>)	
26/4	Term 2 starts, no masks required. Some classes still online, livestreaming available for selected exercise classes as part of the ongoing Online Yoga and Stay Active passes.
25/6	Ashburton-a-Fair

President's Report

A collective sigh of relief could be heard state-wide last October as we emerged from another long lockdown. However, that did not mean our lives were back to normal.

The last two years have prompted our Executive Officer, Rachel Morley, and her dedicated admin team to rethink delivery of the Centre's services and to develop new strategies. Reopening the Ashburton Community Centre involved more creative thinking to meet ongoing health requirements and to address any anxieties that staff or members might have about returning to onsite work or activities.

Covid restrictions during the last year not only required setting up of spaces that maintained social distancing, but also ensuring facilities were in place for Service Victoria check-ins and personnel on duty to check the vaccination status of all who came on site, including staff, members and volunteers. There was also the overseeing of practices that supported a healthy and safe environment for all. Thanks to Rachel, Natasha, Jo, Jill and Catherine and our volunteers for making all of this run smoothly.

However, it is often the case that a crisis will provoke innovation and progress. Such was the case for the Centre in meeting the needs of members feeling overwhelmed by the requirements to use technology in their everyday lives and in using technology to stay connected to friends, family and the community. Rachel and her admin team continued to ensure that members were able to access information and support to stay connected using technology, maintaining the opportunity to connect via Zoom if they are unable or reticent to join an onsite class. The support service offered by a team of Digital Mentors has also been retained to assist members with personal technology challenges, such as the management of Covid requirements in downloading vaccine certificates.

The ongoing use of technology has also assisted the Committee of Management to stay effectively connected. It now means that a committee member who is unable to attend a meeting in person may opt to join via Zoom, a vital option in a time when Covid and other Winter illnesses may require committee members to stay at home. The Centre continues to encourage ongoing learning in the community by expanding its range of activities, adding a number of new classes. Thank you to our committed tutors and our members, who continue to support our Centre and one another.

Our Treasurer, Terry Manwaring, continues to monitor and report on the Centre's financial status. In constructing our ongoing budget, he has identified an imminent ongoing shortfall in revenue. However, his insight has allowed the Committee of Management to explore a number of strategies to address a more permanent resolution to the problem. The promotion of all our Centre offers, in the way of activities and room hire, is a vital factor in boosting our revenue and Natasha Kuperman, who is part of the admin team, continually explores new ways to market what we have to offer.

The introduction of Ashburton-a-Fairs, which are now run quarterly, has proved a most popular event for the wider Ashburton community and has led to a great productive partnership between ACC and the Rotary Club of Chadstone and East Malvern. Our Devonshire Teas run by committee members and volunteers have also proved most popular and has seen a great use of the seating area on the Centre's deck. So successful have the Ashburton-a-Fairs been that the Centre now looks to launch its Bookfest, with the Ashburton Library providing all the stock from their culled books. Once again, Rotary has enthusiastically committed to providing their encouragement, support and manpower for this event. Thank you to our committee members who continue to be actively involved in events run by the Centre.

President's Report *cont...*

The CoM has ensured that during all stages of our disrupted year they have continued to respond to the needs of the Centre, steering the Centre through the demands of Covid, in particular the vaccine mandates, and providing strategic direction in governance. It completed a comprehensive review of the Centre's Financial Policy, ensuring this reflected our most current practices. There was also a thorough review of procedures for recruitment and induction of new committee members, which will support our ongoing work towards a clear succession plan for committee members.

However, as with many organisations which rely heavily on volunteers, Covid has led to individuals reassessing their personal commitments and we will have seen the resignation of 6 committee members by the time this AGM is held. I would first like to acknowledge our previous President, Rhondda King, who left us in March. Rhondda provided steadfast leadership and support through some trying times, including a flood and the pandemic. We also saw the resignation of Rajat Bhalla, a dedicated leader of our Digital Mentor team and CoM member and the resignation of Kate Bond who brought a creative flare to the work done by the CoM. Also, after several years of valuable contributions to the CoM, we will lose Lisa Wilcox whose unwavering support and energy will be greatly missed, Margaret Hatton who at one stage stepped in as Treasurer and brought with her a sound understanding of governance, along with Dustin Pham whose understanding of working with not-for profit organisations and knowledge in the area of HR has been greatly appreciated.

Finally, as the interim President of the CoM, I would like to say with great confidence that the Ashburton Community Centre at all times looks to meet the needs of our members, the community, staff and volunteers. Despite the recent challenges, it continues to be a dynamic Centre that brings people together to support and promote ongoing learning, encouraging individuals and groups to contribute to the well-being of our community.

Lynn Norman Interim President

Treasurer's Report

Overview

I am very grateful for the larger than usual profit we earned last year as it has kept us in good stead for the difficult trading conditions that persisted during this financial year.

We expected financial year 2021-22 would be difficult and we did suffer a trading loss of \$17,218 which I believe is commendable given the continuing effects of COVID. Our loss situation was helped by the receipt of a State Government Business Support grant of \$44,000, without which, our position would have been much worse.

The profit earned in the previous year has enabled our cash position to remain strong and it has provided a buffer against the loss that has been incurred this year. It will continue to act as a buffer for our trading in the year ahead which we expect will result in another trading loss of somewhere near \$23,000.

COVID continued to impact on the operations of the Centre and it is only now that we are seeing the signs of the Centre returning to normal operations.

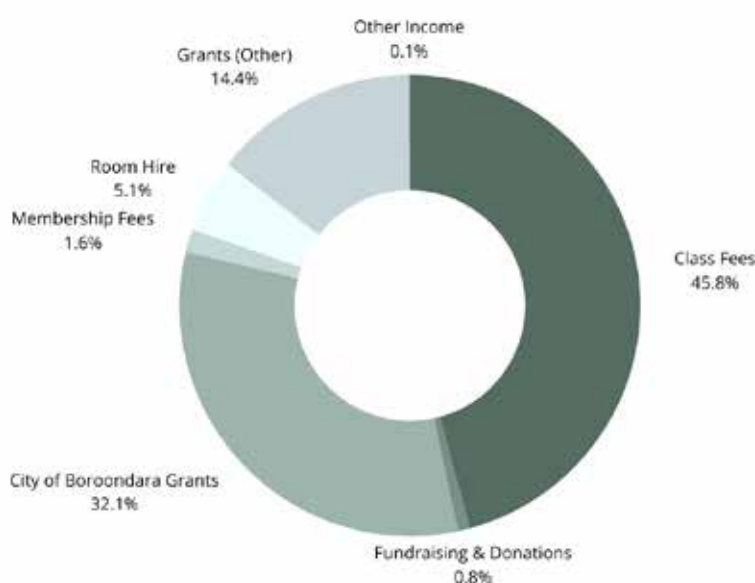
Outlook for 2022-2023 and beyond

The Committee of Management is fully aware of the situation and agree that losses cannot continue without corrective action being taken. It is not our intention to make large profits but rather, get to and maintain a more or less break even situation.

A number of initiatives have been implemented to improve our income flow; membership fees have been increased as have some class fees. Further fee increases may become necessary and will be kept under review.

We appreciate the continued financial support provided by the City of Boroondara and we are in discussion with the Council for other possible avenues of financial support that may be available to us. We are all very mindful of the value of the Centre to the Ashburton community

In conclusion I wish to add my appreciation and thanks for the excellent work performed by our Executive Officer, Rachel and our small team of Jill, Jo, Catherine and Natasha as well as the team of volunteers and tutors for continuing to make our Centre work even despite the difficulties we have encountered over the past couple of years



Terry Manwaring Treasurer

Executive Officer's Report

The last financial year has been a strange year for our Centre. It spanned the last lockdowns for the city and the emergence into a new re-connected world and all the complications that that involved including vaccinations and mask wearing mandates. I am very proud of our Centre and community for managing these incredibly divisive challenges and reconnecting throughout the months – whether it be online or in person.

Despite a very challenging environment, there were many accomplishments throughout the year. We launched several new classes including Life History and Research Writing run by Sarah Craze, a new beginners Ukulele Class run by Margaret Crichton, new Tech Savvy Classes run by Lynn Norman and Tai Chi by Sam Au. Nordic Walking has continued to grow with an intermediate class started and a Connect Nordic Walking Group. When restrictions allowed, we ran several successful events. We began a successful partnership with Rotary Chadstone East Malvern and hosted our inaugural Ashburton-a-Fair at the Centre. We have kitted out our kitchen with a range of equipment to enable the provision of Devonshire Teas at all of our events. We ran an online trivia event for Get Online Week 2021 and partnered with the Ashburton Traders Association to run a hugely successful COVID-safe Halloween event. Our Centre has been growing its event-running capacity and throughout the year we have been planning for our first Bookfest Ashburton event to be held in July 2022. Events offer the Centre a fantastic opportunity to promote other offerings but more importantly they attract a range of community members who may not otherwise access our Centre.

The year also had its share of sad times, and we held a memorial for a beloved Centre member and previous Centre president, Hilary Puche. I extend my condolences to other Centre members who have lost beloved family and friends throughout such a difficult year.

Our wonderful tutors have continued to run classes and activities to keep people connected, engaged and healthy. Many of these classes have been conducted in difficult circumstances and often involving online access, which add a layer of complexity to the classes. Tutors were also placed in a leadership role during the re-engagement at our onsite Centre with respect to vaccinations and mask wearing. I am so grateful for their support during this very challenging time. We welcomed Sam Au our Nordic Walking and Tai Chi tutor and we said goodbye to Norma Turner our Bobbin lace instructor at our Centre who had been with us since 1987. Unfortunately, we have been unable to replace her in what is such a lovely but very niche activity.

We have a large number of volunteers who support our Centre. Our Connect Group volunteers support the Centre's 'Connect' social groups and provide a space for people to share company and interests together. As the Centre reopened, our Connect Groups began to return, and it has been wonderful to see members connecting over common interests again. We have welcomed new Connect groups to the Centre including Craft, Coffee and Chat, Love your Flowers Drawing Group and a Nordic Walking Connect Group. Many thanks to the Connect Group volunteers who have kept these important groups afloat.

Our Digital Mentors are all volunteers with the Centre and provided incredibly valuable technical support to our community. We have a fantastic team of digital mentors: Lynn, Peter, Supro, Devyani and Josh. Their role in the last six months of 2021 focused on supporting people access their digital certificates to ensure that people could begin to re-integrate back into face-face life. Digital Literacy is absolutely critical to people's inclusion in civil society. Thank you in particular to Lynn, Peter, and Josh, for their continued support of our community through COVID and beyond.



'Flowers for Hilary' by Emily Shannon commissioned to reflect Hilary's favourite flowers and her vibrant life.

Executive Officer's Report *cont..*

Our office is supported by a dedicated team of volunteers who, when our Centre has opened, have been able to support our team with the larger than usual procedures to ensure a COVID-safe Centre. I would like to thank Catherine, Mandy, Georgie, Jacob and Peter for their support throughout the year. Charlotte is our Green Deck volunteer and has made our deck a COVID-safe oasis with her creativity and love of nurturing our plants.

The stressors and uncertainty accompanying lockdowns were present through the last six months of 2021 and put enormous pressure on the administration of the Centre. The ACC team, despite the fatigue from the previous year's ups and downs managed to keep the Centre functioning smoothly in very challenging circumstances. The constant changes in the environment in which the Centre operated created extra workload. Due to the extra work we welcomed Catherine (our Monday office volunteer) to the administration team. I would like to thank Jo and Jill and Catherine for all their dedication and humour during the year. Natasha, our Marketing and Communications Coordinator, kept the community well-informed of all the changes and requirements for people to access our Centre. This is done through a range of avenues included printed materials such a brochures and posters, social media and managing the content for the external digital screen at the Centre.

I am supported by an active Committee of Management, all of whom are volunteers. The year saw a change in presidency, and I would like to thank Rhondda King (ACC's outgoing President), for her phenomenal support over the past 4 years as both Committee Member and ACC president, a period which spanned a flood and two years of Covid lockdowns. I also welcome Lynn Norman who has stepped into the acting-president position. Terry, our treasurer has been supporting our Centre managing its finances and has flagged that our Centre, due to the pressures of COVID and the configuration of our space, needs to develop some stronger financial coping mechanisms. As a result, we saw the introduction of an increase in 2022 membership fees and some increased class fees, and I thank the Community for understanding and supporting these necessary measures. The Committee have also been active in not only steering our Centre but in fundraising. A new initiative 'Cookies in a Jar' raised around \$750 and Devonshire Teas at events not only fundraise but friend-raise! Thank you to all the Committee of Management members for your support, perspectives and for supporting our Centre during the past year.

I have received valuable support from a range of other networks. I am a member of the Neighbourhood Houses Boroondara Network, the Network of Inner East Community Houses (NIECH) and Neighbourhood Houses Victoria. These networks provide information and support and are a valuable sounding board during times of change. I also sat on the Ashburton Traders Committee of Management for a number of months during the year and regardless of my presence on their committee we will always be strong supporters of the great work that they do.

Our Centre also works in partnership with many others. We are partnering with the library to run our Global Film Nights. We have enjoyed every minute of partnering with Rotary Chadstone East Malvern in the running of our Ashburton-a-Fairs. We look forward to working closely with Rotary to bring more events to our local community. We also partner with our Room Hirers to increase the range of activities that our Centre offers to the community.

I would like to also acknowledge the tremendous support that the City of Boroondara provides to our Centre with the beautiful amenities, ongoing funding and professional development opportunities.

We leave the last year behind confident that we are in a stronger position to provide increased opportunities for the community to grow and thrive.

Rachel Morley, Executive Officer

AGM Meeting Minutes 2021

AGM MEETING MINUTES 2021

ASHBURTON COMMUNITY CENTRE
ANNUAL GENERAL MEETING MINUTES
WEDNESDAY 20th October 2021

1. Welcome

Rachel Morley (Manager, ACC) made the acknowledgement of Country on behalf of the Centre, and welcomed everyone to the meeting, which was declared open at 11.04 a.m. She also acknowledged that the meeting was being recorded.

2. Attendance

Present:

Rachel Morley (Executive Officer), Rhondda King, Lisa Wilcox, Martin O'Dell, Barbara Boxhall, Wendy Frayne, Kate Bond, Natasha Kuperman, Jo Lewin, Jenny Biggin, Monika Nuesch, Alex Hume (Ashburton Traders), Di Baker, Vicki O'Neill, Alan Case, Janice Case, Caddy Purdy (City of Boroondara - CoB), Justin Dolman, Sarah Craze, Brian Bergin, Lynn Norman, Patricia Osborne, Yvonne Mahoney, Bob Stensholt, Margaret Hatton, Sidhen Naidoo, Devyani Rajaja, Ruthie Scharley, Judy Rassaby, Dustin Pham

Apologies

Rajat Bhalla, Terry Manwaring, Margaret Crichton, Kaye Gordon, Alex Threlfall, Judith Peacock, Mary Jordan, Felicity Curtis, Jane Creasey, Pat Dowse, Phil Dowse, Isobel Barnard, Garry Thompson (CoB), Alan Rawady, Patricia Griffith, Norma Turner, Dr Katie Allen (Member for Higgins), Mary Thow

3. Confirmation of Minutes

It was resolved that the Minutes of the 2020 AGM be confirmed as true and correct. Moved Rhondda King, seconded Lisa Wilcox.

4. Business Arising from Previous Minutes

Nil

5. President's Report

Rhondda King thanked everyone for their attendance. She remarked 'What a year it has been', extremely challenging in every way, paying a special compliment to Rachel Morley and her team of Natasha, Jo and Jill who have maintained the sense of community connectedness which has been reflected in an increase in membership. The Centre has offered a number of free trials and activities, online classes and tech training; the Tech Savvy program is ongoing and has proved very useful, for example in explaining how to download the Vaccination Certificate. The Centre has activated better ways to use spaces, including the installation of an umbrella over the green deck, and the purchase of flip-top tables and chair trolleys. A great deal of extra administration and adjustment has been made by the staff, who have 'performed miracles'. New classes include Nordic Walking, with thanks to Ulla

AGM Meeting Minutes 2021 *cont...*

Jones, and to CoB for a grant covering walking poles. ACC participated in Halloween on High in October last year, which was welcomed by locals. In March the new Strategic Plan was launched, with a celebration of the achievements of the Digital Mentors. A quarterly event, Ashburton-a-Fair, has been planned in collaboration with Rotary Club Chadstone/East Malvern and funding from CoB. It is hoped that in 2022 there can be more Centre-based activities.

The new Strategic Plan sets the framework for operations and budget. JobKeeper has been a great support, but will not continue. Projected revenues are based on restrictions continuing at some level. The range of activities for the community must be affordable, but the Centre must also cope with cancelling classes and enrolments which must be contact-free, and there is a need for scrupulous accounting and reporting. Income from room hire and class fees will be affected into the future, but there is confidence the Centre will find and maintain a balance.

Rhondda thanked the following: Rachel ('our superhero') and her team of Natasha, Jo and Jill; the office volunteers who kept smiling and gave time and energy; the Digital volunteers, critical to maintaining Centre operations, particularly Rajat Bhalla; tutors and online tutors who coped with much change; fellow Committee members who all work hard in a voluntary capacity, with a special thanks to Terry Manwaring, Martin O'Dell and Dustin Pham, and Barbara Boxhall the volunteer minutes secretary. Rhondda also thanked CoB for crucial support, two members who made personal donations (Jenny and Barb), the High St Bendigo Bank for funding for the digital screen, Samarinda for hand sanitiser, and lastly the wonderful cohort of members who coped through many changes and difficulties.

6. Treasurer's Report

Rhondda King presented the Treasurer's Report on Terry Manwaring's behalf. Last year's report started with 'Unfortunately', but this year's started with 'Fortunately'. The Centre reported a net profit of \$112K, largely due to JobKeeper which almost covered staff wages. Losses were incurred from the flood and from a series of shutdowns. In the future there will be no further government stimulus and probably further shutdowns; however the Centre's profit has restored lost reserves. The Centre has budgeted for a future operating loss of \$37,500, so changes will be needed to ensure costs are covered. Members are advised that Membership Fees will be increased to \$15 per annum, and that there will be increased fees for some activities, in the context of there having been no increases in class fees for some years. Rhondda reported Terry's appreciation for Rachel and her team, the volunteers and the tutors.

It was resolved that the Financial Statements be approved. Moved Jenny Biggin, seconded Kate Bond.

7. Executive Officer's Report

Rachel Morley described reflecting on the year as a 'sobering exercise', but while the pandemic has overshadowed the Centre and everyone's lives, it has been a tale of endurance, resilience and humour. At first the lockdown was

AGM Meeting Minutes 2021 *cont...*

exciting, with the uptake of online activities including ongoing online tech sessions, feel-good flicks, free masks and reduced fees. However constant switches became draining and exhausting, and delivering online consumed energy and work. It was also sad to see many room hirers struggling. The Centre has been very fortunate to have so many making great contributions: the ACC office staff (Tash, Jo and Jill) have been 'fabulous', dealing with class schedules, cancellations, changes to enrolment, room set-ups, and Tash dealing with marketing and advising members, as well as installing new wall displays and the digital screen. Tutors have shown enormous courage in adapting to online delivery and providing avenues for members to stay connected and have a routine. Connect Group Volunteers have kept in touch with group members, and Digital Mentors have provided incredibly valuable technical support – Rajat, Lynn, Peter and Sam, and now Supro, Devyani and Jill. Office volunteers have helped with COVID-safe procedures when the Centre has been open, and Charlotte has maintained the green deck. Rachel expressed her gratitude to the Committee of Management, all volunteers, who have supported her work and completed the Strategic Plan; in particular Rhondda has been a wonderful support and Terry an 'absolute rock'. There have been many positive changes, such as chair trolleys, umbrellas, tables, digital screen and displays. Rachel acknowledged support from the Neighbourhood House network and Ashburton Traders; the previous Halloween event in partnership with Ashy traders gave a great boost to the community. ACC is partnering with the Library, and with Rotary Chadstone/East Malvern regarding Ashburton-a-Fair, though with regret wound up a previous relationship with another association. CoB has supported the Centre with facilities, ongoing funding, and professional development activities. In these uncertain times, the role of the Centre has never been more important.

8. Appointment of Auditor for year ending June 30 2021

It was resolved that Assur Pty Ltd be reappointed as Auditors for the 2021/2022 financial year. Moved Rhondda King, seconded Lisa Wilcox.

9. Appointment of Committee Members 2020-2021

All current Committee members are re-standing, though Rhondda welcomes any further expressions of interest to join the Committee.

10. Presentation by Sarah Craze

Sarah is a local historian, and presented an overview of the history of Ashburton. She traced the suburb's involvement with Camberwell, noting that Camberwell began in 1864 under colonial times, and Ashburton began in 1923, under Australian federation. She outlined the suburb's development from its beginning as part of the territory of the Wurundjeri people, followed by market gardens and orchards, and then housing development. She noted the planning of the Outer Circle railway line, the dispute with Camberwell over concrete roadways, the roles of the Methodist Church and the Progress

AGM Meeting Minutes 2021 *cont...*

Associations in fostering social groups and fund-raising for public buildings. The Ashburton Housing Commission Estate was developed, with an extension of the railway line to Alamein station, the houses becoming homes for new migrants and returned servicemen. In the 1960s this became a rough area with teenage gangs, and two local rock bands came to prominence. Sport boomed with cricket, lawn bowls and the opening of the Southern Swimming Pool in 1960. The Ashy Redbacks football club was established in the 1990s, and now fields girls' teams. The library was built in 1980, and the Ashburton Community Centre established in 1983. With 100 years of history behind us, the spirit of community is still strong.

Rachel thanked Sarah for her presentation.

12. Meeting closed

Meeting closed at 12.16 p.m.

R J King

Financial Reports

Ashburton Community Centre Inc

Financial Statements
For the year ended 30 June 2022

Contents

[Committee's Report](#)

[Income and Expenditure Statement](#)

[Statement of Financial Position](#)

[Statement of Cash Flows](#)

[Notes to the Financial Statements](#)

[Statement by Members of the Committee](#)

[Independent Auditor's Report to the Members](#)

[Certificate by Member of the Committee](#)

[3](#)
[4](#)
[6](#)
[7](#)
[9](#)
[17](#)
[18](#)
[20](#)

Ashburton Community Centre Inc

Committee's Report For the year ended 30 June 2022

Your committee members submit the financial accounts of the Ashburton Community Centre Inc for the financial year ended 30 June 2022.

Committee Members

The names of committee members at the date of this report are:

Lynn Norman
Terry Manwaring
Dustin Pham
Lisa Wilcox
Wendy Frayne
Martin O'Dell
Margaret Hatton
Christine Millward
Marie Pietersz
Deepa Subramanian

Principal Activities

The principal activities of the association during the financial year were: Providing services, training and courses to the local community.

Significant Changes

No significant change in the nature of these activities occurred during the year.

Operating Result

The deficit from ordinary activities after providing for income tax amounted to

Year ended	Year ended
30 June 2022	30 June 2021
\$	\$
(17,218)	112,199

Signed in accordance with a resolution of the Members of the Committee on: 17th August 2022

L. Norman
Lynn Norman

T. Manwaring
Terry Manwaring

The accompanying notes form part of these financial statements.

Financial Reports

Page 4

Ashburton Community Centre Inc

Income and Expenditure Statement For the year ended 30 June 2022

	2022 \$	2021 \$
Income		
Class Fees	145,037	98,968
Fundraising & donations	2,679	5,640
Group Fees	720	3,941
Grants - council	101,786	99,790
Grants - Other	44,400	
Grants - projects	1,266	25,363
Membership Fees	5,078	1,171
Insurance recoveries	10	15
Interest received	278	65
Room hire	16,295	8,992
ATO Cashflow Boost		38,148
ATO Jobkeeper Subsidy		218,050
Total income	317,550	500,142
Expenses		
Advertising & promotion	972	7,194
Audit fees	2,490	1,950
Bank fees & charges	859	575
Bookkeeping fees	7,214	7,233
Class supplies & equipment	1,494	3,153
Cleaning	7,696	3,871
Computer maintenance & software	6,315	10,149
Consultants, contractors & legal	88	
Depreciation	3,044	3,044
Donations		500
Fundraising expenses	137	
General supplies	587	225
Provision for Annual Leave	5,117	(14,570)
Insurance	3,831	6,198
Long service leave	2,758	5,941
Meetings, functions & gifts	3,418	3,990
Office Equipment small items	1,580	6,516
Office expenses	1,172	1,719

The accompanying notes form part of these financial statements.

Page 5

Ashburton Community Centre Inc

Income and Expenditure Statement For the year ended 30 June 2022

	2022 \$	2021 \$
Photocopier, Postage & stationery	4,532	3,022
Project Expenses	618	
Repairs & maintenance	150	380
Staff recruitment	209	91
Sundry expenses	3,066	544
Superannuation	17,505	15,109
Telephone & internet	2,282	3,397
Training & subscriptions	6,577	4,350
Tutor payments	81,659	68,910
Volunteer Expenses	2,000	
Wages	163,405	242,978
Website	350	43
Workcover	3,641	1,430
Total expenses	334,768	387,943
Surplus (loss) from ordinary activities before income tax	(17,218)	112,199
Income tax revenue relating to ordinary activities		
Net surplus (loss) attributable to the association	(17,218)	112,199
Total changes in equity of the association	(17,218)	112,199
Opening retained earnings	95,874	(16,325)
Net surplus (loss) attributable to the association	(17,218)	112,199
Closing retained earnings	78,656	95,874

The accompanying notes form part of these financial statements.

Financial Reports

Page 6

Ashburton Community Centre Inc

Statement of Financial Position as at 30 June 2022

	Note	2022 \$	2021 \$
Assets			
Current Assets			
Cash assets	4	227,556	249,391
Receivables	5	3,513	376
Total Current Assets		231,069	249,766
Non-Current Assets			
Property, plant and equipment	6	11,421	14,465
Total Non-Current Assets		11,421	14,465
Total Assets		242,490	264,232
Liabilities			
Current Liabilities			
Payables	7	20,752	16,266
Financial liabilities			142
Current tax liabilities	8	3,311	9,342
Provisions	9	15,300	13,478
Other	10	22,076	29,880
Total Current Liabilities		61,439	69,108
Non-Current Liabilities			
Provisions	9	12,395	9,250
Total Non-Current Liabilities		12,395	9,250
Total Liabilities		73,835	78,358
Net Assets		168,656	185,874
Members' Funds			
Reserves	3	90,000	90,000
Retained earnings		78,656	95,874
Total Members' Funds		168,656	185,874

The accompanying notes form part of these financial statements.

Page 7

Ashburton Community Centre Inc

Statement of Cash Flows For the year ended 30 June 2022

	2022 \$	2021 \$
Cash Flow From Operating Activities		
Receipts from customers	314,134	500,756
Payments to Suppliers and employees	(336,105)	(383,873)
Interest received	278	65
Net cash provided by (used in) operating activities (note 2)	(21,692)	116,947
Cash Flow From Investing Activities		
Payment for:		
Payments for property, plant and equipment		(10,951)
Net cash provided by (used in) investing activities		(10,951)
Net increase (decrease) in cash held	(21,692)	105,996
Cash at the beginning of the year	249,248	143,252
Cash at the end of the year (note 1)	227,556	249,248

The accompanying notes form part of these financial statements.

Ashburton Community Centre Inc

Statement of Cash Flows For the year ended 30 June 2022

	2022	2021
Note 1. Reconciliation Of Cash		
For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.		
Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:		
Cash at bank	47,758	48,212
NAB Debit Card		(142)
Savings Account	77,439	74,312
Statement Account	1,964	26,674
Term Deposit	100,225	100,000
Cash on hand	171	192
	<u>227,556</u>	<u>249,248</u>

Note 2. Reconciliation Of Net Cash Provided By/Used In Operating Activities To Operating Surplus After Income Tax

Operating surplus after income tax	(17,218)	112,199
Depreciation	3,044	3,044
Changes in assets and liabilities:		
(Increase) decrease in trade and term debtors	(3,137)	678
(Increase) decrease in prepayments		2,000
Increase (decrease) in trade creditors and accruals	1,007	110
Increase (decrease) in other creditors	(4,324)	15,114
Increase (decrease) in employee entitlements	4,968	(25,092)
Increase (decrease) in sundry provisions	(6,031)	8,895
Net cash provided by (used in) operating activities	(21,692)	116,947

The accompanying notes form part of these financial statements.

Ashburton Community Centre Inc

Notes to the Financial Statements For the year ended 30 June 2022

Note 1: Summary of Significant Accounting Policies

Basis of Preparation

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. In the opinion of the committee the association is not a reporting entity because it is not reasonable to expect the existence of users who rely on the association's general purpose financial statements for information useful to them for making and evaluating decisions about the allocation of resources.

The financial report has been prepared in accordance with the Associations Incorporations Act of Victoria, the basis of accounting specified by all Australian Accounting Standards and Interpretations, and the disclosure requirements of Accounting Standards AASB 101: Presentation of Financial Statements, AASB 107: Cash Flow Statements, AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors, AASB 1031: Materiality and AASB 1054: Australian Additional Disclosures.

The association has concluded that the requirements set out in AASB 10 and AASB 128 are not applicable as the initial assessment on its interests in other entities indicated that it does not have any subsidiaries, associates or joint ventures. Hence, the financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

The association has not assessed whether these special purpose financial statements comply with all the recognition and measurement requirements in Australian Accounting Standards.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

(a) Accounts Receivables and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

(b) Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

(c) **Impairment of Assets**

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

(d) **Employee Benefits**

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

(e) **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

(f) **Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

The association has applied AASB 15: Revenue from Contracts with Customers (AASB 15) and AASB 1058: Income of Not-for-Profit Entities.

Contributed Assets

The association receives assets from the government and other parties for nil or nominal consideration in order to further its objectives. These assets are recognised in accordance with the recognition requirements of other applicable accounting standards (eg. AASB 9, AASB 16, AASB 116 and AASB 139).

On initial recognition of an asset, the association recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer).

The association recognises income immediately in profit or loss as the difference between initial carrying amount of the asset and the related amount.

Operating Grants, Donations and Bequests

When the association receives operating grant revenue, donations or bequests, it assesses whether the contract is enforceable and has sufficiently specific performance obligations in accordance with AASB 15.

When both these conditions are satisfied, the association:

- identifies each performance obligation relating to the grant
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations.

Where the contract is not enforceable or does not have sufficiently specific performance obligations, the association:

- recognises the asset received in accordance with the recognition requirements of other applicable accounting standards (eg. AASB 9, AASB 16, AASB 116 and AASB 138)
- recognises related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer)
- recognises income immediately in profit or loss as the difference between the initial carrying amount of the asset and the related amount.

If a contract liability is recognised as a related amount above, the association recognises income in profit or loss when or as it satisfies its obligations under the contract.

Capital Grant

When the association receives a capital grant, it recognises a liability for the excess of the initial carrying amount of the financial asset received over any related amounts (being contributions by owners, lease liability, financial instruments, provisions, revenue or contract liability arising from a contract with a customer) recognised under other Australian Accounting Standards.

The association recognises income in profit or loss when or as the association satisfies its obligations under the terms of the grant.

Interest Income

Interest revenue is recognised using the effective interest rate method.

Dividend Income

The association recognises dividends in profit or loss only when the right to receive payment of the dividend is established.

All revenue is stated net of the amount of goods and services tax (GST).

(g) **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the assets and liabilities statement.

Financial Reports

Page 12

Ashburton Community Centre Inc

Notes to the Financial Statements For the year ended 30 June 2022

(h) Trade and Other Payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association remain unpaid at the end of the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

(i) Income Tax

The Association is a Public Benevolent Institution and is exempt from Australian Income Tax. It is endorsed as a Deductible Gift Recipient and donations of \$2 or more are tax deductible.

(j) Peppercorn Lease

The Lease commenced on the 19th November 2018 and expires on the 30th June 2023. The cost of the rent per annum is \$1, but the current market value of the lease is \$52,000 per annum. The lease was granted by the Boroondara City Council. It has been accounted for in accordance with AASB1058-8 amended.

Page 13

Ashburton Community Centre Inc

Notes to the Financial Statements For the year ended 30 June 2022

	2022	2021
Note 2: Revenue		
Operating Activities:		
Interest revenue	278	65
Other operating revenue:		
- Class Fees	145,037	98,968
- Fundraising & donations	2,679	5,640
- Group Fees	720	3,941
- Grants - council	101,786	99,790
- Grants - Other	44,400	
- Grants - projects	1,266	25,363
- Membership Fees	5,078	1,171
- Insurance recoveries	10	15
- Room hire	16,295	8,992
- ATO Cashflow Boost		38,148
- ATO Jobkeeper Subsidy		218,050
	317,550	500,142
Note 3: Reserves		
Balance at the beginning of the reporting period		
- Corpus Funds	90,000	90,000
	90,000	90,000
Increase (decrease) in reserves during the reporting period:		
Balance at the reporting date		
- Corpus Funds	90,000	90,000
	90,000	90,000

Financial Reports

Page 14

Ashburton Community Centre Inc

Notes to the Financial Statements
For the year ended 30 June 2022

	2022	2021
Note 4: Cash assets		
Bank accounts:		
- Cash at bank	47,758	48,212
- NAB Debit Card		
- Savings Account	77,439	74,312
- Statement Account	1,964	26,674
- Term Deposit	100,225	100,000
Other cash items:		
- Cash on hand	171	192
	<u>227,556</u>	<u>249,391</u>
Note 5: Receivables		
Current		
Trade debtors	3,513	376
	<u>3,513</u>	<u>376</u>
Note 6: Property, Plant and Equipment		
Other plant and equipment:		
- At cost	36,357	36,357
- Less: Accumulated depreciation	(24,936)	(21,892)
	<u>11,421</u>	<u>14,465</u>
	<u>11,421</u>	<u>14,465</u>

Page 15

Ashburton Community Centre Inc

Notes to the Financial Statements
For the year ended 30 June 2022

	2022	2021
Note 7: Payables		
Unsecured:		
- Trade creditors	3,727	2,720
- Other creditors	17,025	13,546
	<u>20,752</u>	<u>16,266</u>
	<u>20,752</u>	<u>16,266</u>
Note 8: Tax Liabilities		
Current		
GST payable	3,311	9,342
	<u>3,311</u>	<u>9,342</u>
Note 9: Provisions		
Current		
Employee entitlements*	15,300	13,478
	<u>15,300</u>	<u>13,478</u>
Non Current		
Employee entitlements*	12,395	9,250
	<u>12,395</u>	<u>9,250</u>
	<u>27,695</u>	<u>22,728</u>
* Aggregate employee entitlements liability		
There were 11 employees at the end of the year		

Financial Reports

Page 16

Ashburton Community Centre Inc

Notes to the Financial Statements For the year ended 30 June 2022

	2022	2021
Note 10: Other Liabilities		
Current		
Contract Liability (Grants & Income in Advance)	22,076	29,880
	<u>22,076</u>	<u>29,880</u>

Ashburton Community Centre Inc

Statement by Members of the Committee For the year ended 30 June 2022

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements and the Australian Charities and Not-for-profits Commission Act 2012.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of Ashburton Community Centre Inc as at 30 June 2022 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

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


Lynn Norman
President


Terry Manwaring
Treasurer

Financial Reports



Chartered Accountants
Registered Company Auditors

Page 18

Ashburton Community Centre Inc

Independent Auditor's Report to the Members

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Ashburton Community Centre Inc (the association), which comprises the Statement by Members of the Committee, the Income and Expenditure Statement, Statement of Financial Position as at 30 June 2022, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2022 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, the Australian Charities and Not-for-profits Commission Act 2012 and the requirements of the Associations Incorporation Reform Act 2012.

Director:
A.R. Ager CA, BEC
Registered Company Auditor

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Authorised Audit Company
No. 453122

Basis for Opinion

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

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

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Reform Act 2012, the Australian Charities and Not-for-profits Commission Act 2012 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association'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 committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.



CHARTERED ACCOUNTANTS | REGISTERED COMPANY AUDITORS

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Chartered Accountants
Registered Company Auditors

Page 19

Ashburton Community Centre Inc

Independent Auditor's Report to the Members

Auditor's Responsibilities for the Audit of the Financial Report

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

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

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.

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

We communicate with the committee 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.

Signed on: 18TH AUGUST 2022

ASSUR PTY LTD

Authorised Audit Company Number: 453122
Chartered Accountants

Tony Ager
Anthony Ager - Director Audit & Assurance
Chartered Accountant



CHARTERED ACCOUNTANTS | REGISTERED COMPANY AUDITORS

Liability limited by a scheme approved under Professional Standards Legislation. ABN: 78 167 481 834

Ashburton Community Centre Inc

**Certificate by Member of the Committee
For the year ended 30 June 2022**

I, Lynn Norman, and I, Terry Manwaring certify that:

- a. We will attend the annual general meeting of the association to be held on 31 August 2022
- b. The financial statements for the year ended 30 June 2022 will be submitted to the members of the association at its annual general meeting.

Dated *17th August 2022*

L.C. Norman
Lynn Norman
Committee Member

Terry Manwaring
Terry Manwaring
Committee Member

The accompanying notes form part of these financial statements.



**ASHBURTON
COMMUNITY
CENTRE**



Neighbourhood Houses
The Heart of Our Community



Neighbourhood Houses
Boroondara



BOROONDARA
City of Harmony

Ashburton Community Centre
160 High Street, Ashburton 3147

Office Hours: 9am to 2pm Weekdays (excluding public holidays)

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ABN: 55 622 841 337