

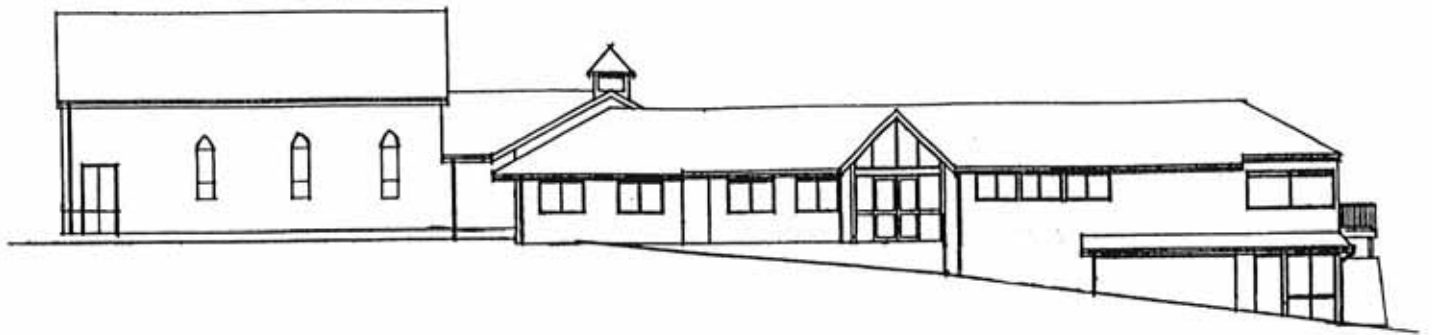
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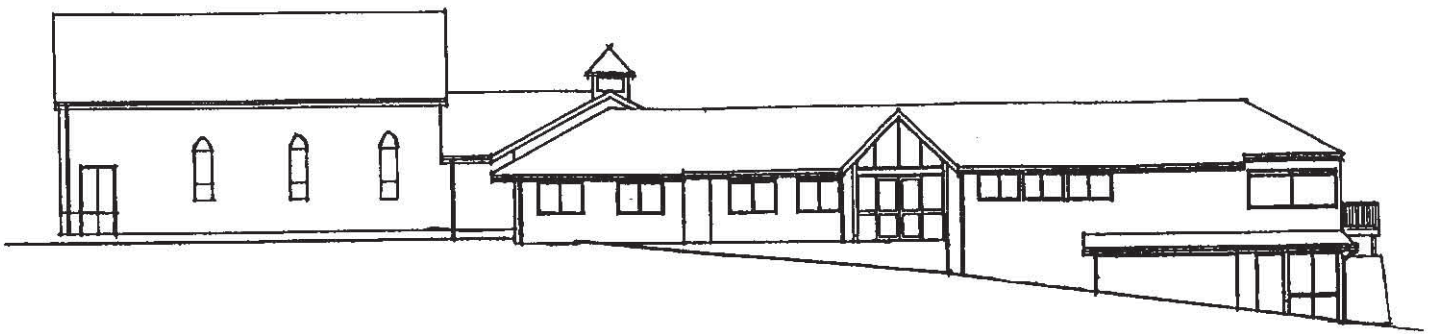
REPORT



GLENFIELD COMMUNITY

CENTRE INC. 2005

28th ANNUAL
REPORT



GLENFIELD COMMUNITY

CENTRE INC. 2005

Glenfield Community Centre Incorporated Governance Group Chairperson's Report to the Annual General Meeting 2005

The Glenfield Community Centre is, according to North Shore City Council statistics, the most used community centre on the North Shore. With such a large number of people using these premises it is important that they are expertly administered, well maintained and have appropriate procedures in place to keep users safe and happy. The Governance Group and Centre staff have during the year worked intentionally in these areas, and I report with satisfaction that the Centre has had a good year. The major events and achievements of 2004/2005 are detailed below.

Governance Group

A major piece of work for the Governance Group has been the development of a Strategic Plan for the Centre with assistance from the North Shore City Council in the person of Fay Freeman. Having such a plan had been an aim of the Governance Group for some time, so when the Council offered the assistance of Fay, at no cost to us, we were delighted to accept. Fay met with the Governance Group on two occasions and then collated the results for us to check. This important piece of work is now available for display.

The council has also, in consultation with community centre administrators and governance representatives, developed templates for the three reports each year it requires of this and other centres. Hopefully this will benefit us in our interactions with the Council – especially financially.

In the 'not so successfully completed' list is the Lease between this Centre, the Methodist Church and the North Shore City Council. I reported last year that the Lease was being signed. At the time of writing this report the matter is still not finalised. Before the 2004 AGM the Centre signed the Lease and sent it on to the City Council. The Council lawyers decided that it was more appropriate for the Methodist Church to sign it next and for the Council to be the final signatory. We understand the Methodist Church is now attending to this.

A meeting between the Centre Executive and representatives of the Methodist Church helped clarify our partnership. The Centre is, hopefully, clear that its legal/structural relationship is with the national Methodist Church based in Christchurch, though at the same time there is a close interaction with the local ecumenical congregation and the Project the congregation developed.

The Governance Group has had some interesting correspondence with the ARC about the two years of rates it claims this site owes. So far no resolution has been reached.

The question of the organisation and administration of parking in the Centre has arisen again. This has been an issue for many years and no solution will be satisfactory long-term as there simply is not enough space at various times for the number of cars wanting a park. However, the Governance group is addressing the issues again.

The collation of Standard Operational Procedures for the office staff, Early Learning Centre supervisor, Governance Group officers, and other significant positions in the Centre is nearly completed. We have been intentional about this work because to have such procedures available when there is a change of staff or officers assists both the new people in the position and the smooth running of the Centre.

Executive

Over the past few years the Centre has been extremely fortunate in the calibre of its elected officers who comprise the Executive. The Governance Group officers I have worked with here have been the most highly qualified and experienced people I have had the pleasure to work with in such a situation. I have therefore been surprised and dismayed at the ongoing mistrust and suspicion of the Executive, from a faction of the Governance Group, when it has operated as the management level of the Centre. A great deal of time and energy has been demanded of the officers as the Centre as it has grown in size and complexity and I think the present health of it testifies to the hard work and wisdom of the Executive. It is possibly unfortunate that because of the timing of the Strategic Plan the scheduled review of the responsibilities of the Executive did not eventuate this year.

Special Celebrations

In the past year two highly successful celebrations were held in the Centre - National Children's Day and Chinese New Year. Both events were well attended and enjoyed by the participants. The Centre is gaining a reputation for running successful functions. Thank you Nancy for your hard work for these celebrations.

Buildings and Grounds

Maintenance is an increasing part of the Centre's activity. Now that the building is over ten years old it is inevitable that it will need more repair or renewal. The building cladding and guttering has been an agenda item for the Governance Group for some months, and other details such as door locks and window catches are an ongoing problem. The deteriorating retaining wall between the Centre and the Library is yet another maintenance issue - the Council will pay the cost and has begun investigating it. The administration has a constant battle to find a competent tradesperson who is prepared to do the work we require. As organising maintenance is now a large part of the Administrator's workload it may be time to consider employing a person for this task. The painting done over the past year - some inside and some outside - has refreshed the areas that greet the public.

Further to comments in last year's annual report, the local congregation and Project have informed the Centre that at present they have no plans for building extensions to the basement area behind the current Food Shop.

Centre use

Use of the Centre has again this year increased - though it is still the mornings when all the rooms are occupied. Space is usually available in the afternoons and evenings. The School Holiday Programme is operating well and many days are fully booked before the holidays begin. At present all the offices have stable, long-term tenants.

Staff

The Centre has again been fortunate to have stable staff in the office and in the position of supervisor of the Early Learning Centre. The Early Learning Centre has had some staff changes during the year but has been fortunate to attract very good qualified educators to fill its positions.

As the Centre is the employer for both the office and the Early Learning Centre, staff matters and appointments take up a considerable amount of time of the Governance Group members involved. During the year the Executive has had to convene an unsatisfactory performance review and consult a lawyer about an employment issue to protect the Centre from possible legal action. However, the issues have been resolved satisfactorily and the Centre has moved on.

Thanks

On behalf of the Glenfield community at large and in particular those people who use this Centre, I thank the members of the Governance Group, and especially the Executive, for the way they have given their time, energy and expertise to guiding the affairs of this Centre. Special acknowledgement at this time goes to Jean Brookes for her work as Secretary/Treasurer for the Governance Group and also as Licensee for the Early Learning Centre, and to Joan McLean, our faithful office volunteer for 11 years, both of whom are leaving the Centre. Thank you for your sterling service.

Thanks also goes to the staff for their dedicated work. On behalf of the staff and the Governance Group I thank you Barry Goodin as our auditor for ensuring we are financially honest with the community's money. Belatedly I welcome Brian Lategan and Gerald Sharrock, the new Council representatives to the Governance Group for the next three years. I note here the death during the year of John Keeble who was a member of the Governance Group and a long-time supporter of the Community Centre.

Finances

The high standard of financial management now expected of the Centre has been maintained by Christine and Chas - thank you. Nancy has again kept the Centre to its budget with astute balancing of income and expenditure and judicious use of grants and donated time.

Conclusion

This is my fifth and final annual report for the Society. I wish to pay tribute to, and thank, all the people who have worked with me for the benefit of the Centre. I extend my best wishes to the members of the incoming Governance Group for a productive and - mostly - enjoyable tenure of office.

Winifred Murray

CENTRE ADMINISTRATORS REPORT

THANKS

To the Governance Group of the 2004/2005-year, I thank you for your participation and what we have managed to achieve over the last year. The implementation of our Strategic Plan, the introduction of a Code of Conduct, the various Policies that have been formulated and instigated. There have been other achievements but these are the ones that have assisted me the most in my role as Administrator of the Centre

THE TEAM

Christine Somervell and Joan McLean, the office team, Jenny Boyd Early Learning Centre Supervisor and her staff, Laura Grieve SHP and her staff, your skills, dedication & commitment to your positions combined with your personalities is what makes us so successful in all we do. Without your expertise I could not achieve what I do, my thanks to you all for the past year.

THE PAST YEAR

Painting has been the largest maintenance issue over the last 12 months. Spring 2004 the Department of Corrections painted the interior of the Administration offices, entrance, hallway, kitchen and the community lounge. Paint for this project was via a Lion Foundation Grant. Summer 2005 after the repairs to the exterior cladding of the building, paid for by North Shore City Council, the entire exterior of the Community Centre as well as the Worship Centre was repainted by the Department of Corrections. The Community Centre provided the paint.

STATISTICS SITE VISITS

In 2004 140,000 people accessed, visited the Community Centre Site. Refer attached 2004 graph

In the 2005 year to July

76000, people have visited/accessed the Centre year to date

346 Groups have hired rooms

7000 visits by children to the Early Learning Centre

800 visits by children to our School Holiday Programmes

ANNUAL PLAN SUBMISSION

Earlier this year I made a submission to the Annual plan requesting that the allocation of funding where each Community House/Centre is allocated similar amounts be reviewed. As well as graphs it was pointed out that of the 400,000 visits to the 11 Centres on the Shore the Glenfield Community Centre accounted for over a 1/3 of these visits. I am pleased to report a positive outcome and a financial increase of \$4000.00 to this years grant.

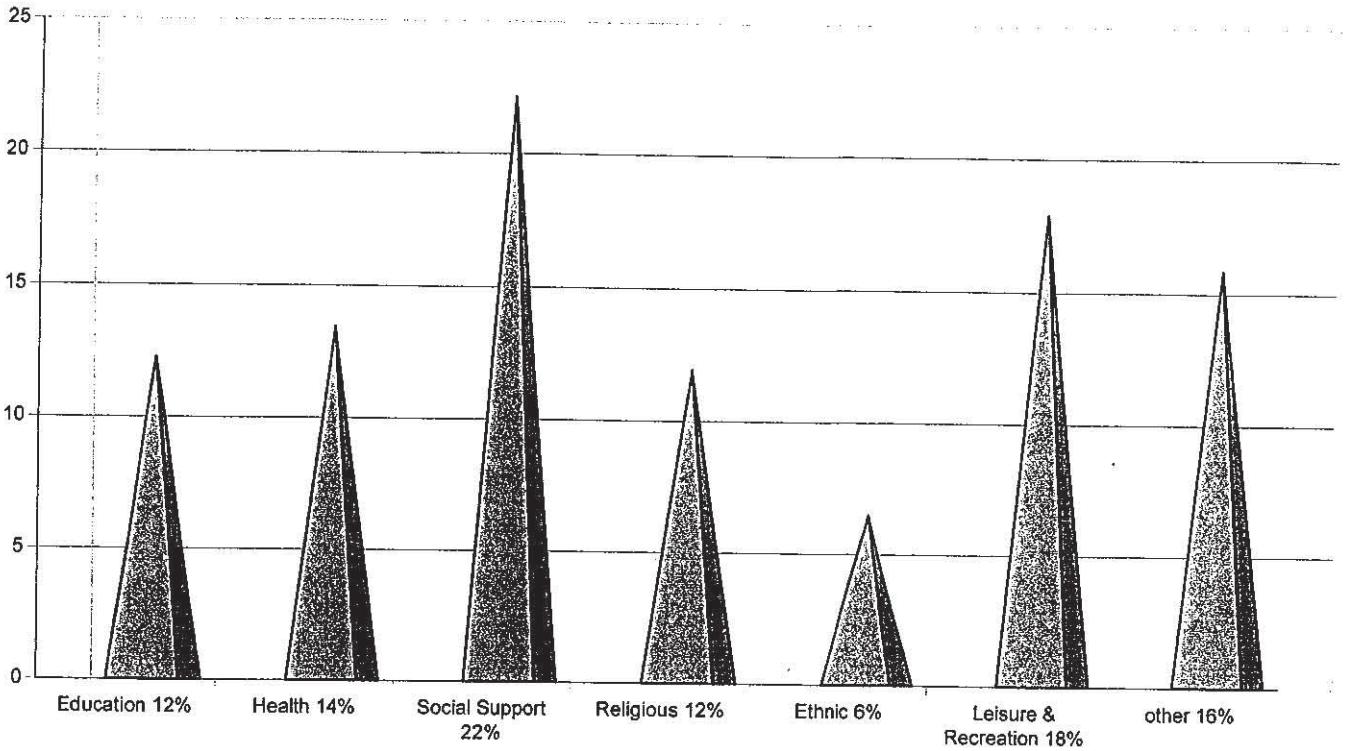
WEBSITE

We are moving with the times and now have our own website, glenfieldcommunity.co.nz. Over time and with increased skills we are endeavoring to promote and assist all Community Groups as well as the Community Organizations based on site

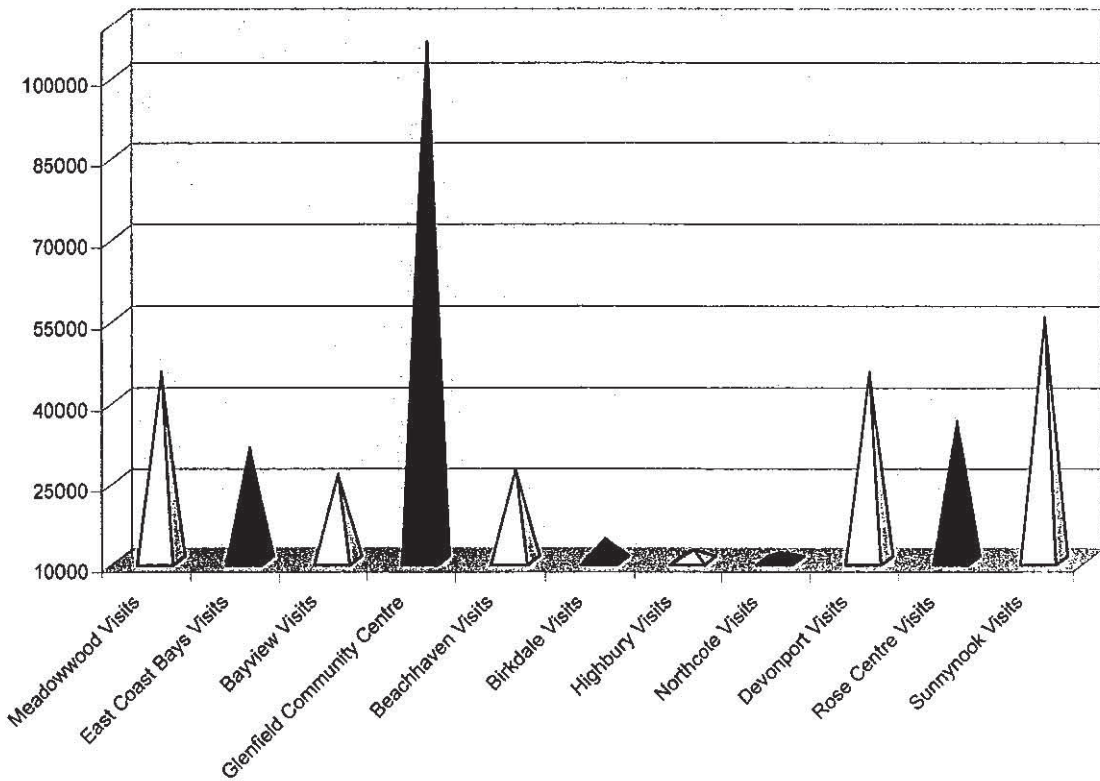
FAREWELLS

To Winifred Murray Chairperson, David Thornton Deputy Chairperson, Jean Brookes, Minutes Secretary, Early Learning Centre Licensee. During the last 5 years I have worked with you as the Executive Committee. It is with regret that due to varying reasons you are all stepping down this year. I thank you all for your tireless efforts, commitment and achievements as the Executive of the Glenfield Community Centre.

**Glenfield Community Centre
Community needs met by % for 2004**



Visits in 2004 per Community Centre/Houses



GLENFIELD EARLY LEARNING CENTRE ANNUAL REPORT 2005

The Glenfield Early Learning Centre is pleased to report that we had a very steady year. In spite of staff changes the children and families attending are well settled and the programmes offered are strong. Staff morale is high and the team is strongly focussed on professional goals and outcomes.

The Ministry of Education's bulk funding is now allocated on the percentage of registered staff. Bulk funding is made up of the staff hour count and child attendance rates.

We also completed a survey of Operational Costs. This is to collect information on the costs of providing ECE services and will support future ECE funding rates.

We have also applied for financial support to assist one of our teachers to become fully registered.

We saw the first stage of the implementation of pay parity for qualified and registered, early childhood teachers covered by The Consenting Parties agreement this year. Over four years subject to Government funding, the EC qualified teachers will obtain pay parity with teachers working in schools and kindergartens. The GELC currently have three qualified, registered teachers on the staff.

Since the last AGM we have had two staff position changes. In April we said "farewell" to our long serving Session Supervisor, Ellison McGowan. However, luckily and with good management, we can safely say the ELC is in good hands. Lisa Taylor is the Session Supervisor, and her team, Nobuko Kuroda, Debbie Pitout and Louise Stewart do a splendid job.

We have been strongly backed by our Licensee, Jean Brookes, and it is with much sadness and lots of gratitude that we farewell her from this role. Without the support from the Licensee, Executive group, and the office staff, the GELC would feel very much out on a limb with the Centre, and the task of reporting and being answerable to the Ministry of Education would suffer.

The GELC was fortunate in that the Council recognised the need to develop the block wall facing Glenfield Road, before water/road widening work commenced. The GELC has been safe, and private, from the chaos surrounding this development. In the early summer we can look forward to a mural that we expect will immeasurably enhance the surroundings. Currently, we are awaiting news on the outcome of a grant for stage two of the playground development.

The biggest thrill for the teachers and children this year was provided by Westfield Mall. Unexpectedly men arrived with a large trailer packed full with different sized, vinyl-covered, high density foam shapes. These shapes are perfect for our environment and have been identified as an ideal on our wish list, for many a year. So we are indebted to Westfield and Nancy's communication with them.

Jenny Boyd, Management Supervisor

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1. Auditors Report
2. Statement of Financial Performance
3. Statement of Financial Position
4. Notes to Accompany the Accounts
5. Budget (Revenue & Operating Expenditure)
6. Budget (Capital Expenditure)

AUDIT REPORT

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

I have audited the financial report included in the Annual Report of the Glenfield Community Centre Incorporated for the year ended 30 June 2005. The financial statements provide information about the past financial performance of the Centre and its financial position as at 30 June 2005. This information is stated in accordance with the accounting policies set out.

Governance Group's responsibilities.

The Governance Group is responsible for the preparation of the financial statements which give a true and fair view of the financial position of the Glenfield Community Centre Incorporated as at 30 June 2005 and the results of its operations for the year ended 30 June 2005.

Auditor's Responsibilities.

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

Basis of Opinion.

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

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

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

Unqualified Opinion.

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

In my opinion:

- Proper accounting records have been kept by the Governance Group as far as appears from my examination of its records.
- The financial reports comply with generally accepted accounting practice.
- The financial report gives a true and fair view of the financial position of the Glenfield Community Centre as at 30 June 2005 and the results of its operations for the year ended at that date.

My audit was completed on 23 August 2005 and my unqualified opinion is expressed as at that date.

B.C.Goodin, ACA, ACIS.(Retired)

23 August 2005.



**GLENFIELD COMMUNITY CENTRE
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDING 30 JUNE 2005**

	Jul 2004 to Jun 2005			Jul 2003 to Jun 2004		
	ELC	Centre & SHP	Total	ELC	Centre SHP & ASC	Total
INCOME						
Marketed Income						
ELC Fees (incl WINZ)	68,957.29			68,755.50		
Rental Income-ELC & SHP		29,101.20			29,460.00	
Rental Income-Other Fixed		13,149.31			13,763.59	
Room Hire - Casual		54,523.22			48,409.03	
SHP Fees		12,551.77			13,298.31	
After School Care (closed Dec 03)		0.00			4,588.89	
			178,282.79			178,275.32
Grants and Subsidies						
Min of Education	92,197.87			88,291.11		
NSCC Contract Grant		36,000.00			36,000.00	
SHP Grant (MOSD) Note 2		9,000.00			4,500.00	
Other Grants/ Donations Note 2		5,419.00				
			142,616.87			128,791.11
Other Income						
Bank Interest		6,156.08			4,974.05	
Office Sales (p/cpy,hire, etc.)		2,636.05			2,073.18	
			8,792.13			7,047.23
TOTAL INCOME	161,155.16	168,536.63	329,691.79	157,046.61	157,067.05	314,113.66
EXPENSES						
Staff						
ACC	1,040.51	779.36		922.77	893.79	
Prof. Dvpmt. & Student Trng.	1,768.35	1,296.67		493.34	880.00	
Uniforms & Immunisation	655.27			869.00		
Wages	100,070.95	68,513.90		94,945.40	68,030.56	
Wages (After School)					5,826.00	
Wages (Hol Prgm)		11,261.90			11,615.38	
Holiday Pay	8,534.35	4,293.48		7,884.71	5,269.71	
			198,214.74			197,630.66
Administration						
Accounting & Audit	2,450.00	3,800.00		2,775.00	3,475.00	
Advertising & Promotion	878.50	441.08		1,356.66	432.46	
Bank Charges	261.13	113.78			383.41	
Bad Debts		438.89		150.00	447.34	
Exec. Travel & Adminstr Exps		2,387.86				
Insurance	576.62	2,883.12		712.58	2,850.30	
Legal & Consultancy		350.00				
Postage	89.78	672.44		156.49	598.24	

	Jul 2004 to Jun 2005			Jul 2003 to Jun 2004		
	ELC	Centre & SHP	Total	ELC	Centre SHP & ASC	Total
Printing & Stationery	435.79	1,204.21		782.86	1,968.04	
Subs & Membership	1,324.12	182.85		511.12	291.25	
Computer Exps		258.37		321.25	762.02	
			18,748.54			17,974.02
Cleaning & Grounds Mainten.						
Contract Cleaners	4,334.28	8,904.03		4,739.33	8,727.93	
Cleaning Materials & Sanitary	1,121.98	2,815.33		1,068.68	2,903.32	
Ground Maintenance	196.44	446.67		351.69	508.97	
			17,818.73			18,299.92
Operating Costs						
Rates (Water)	1,598.45	2,397.64		2,086.86	2,466.51	
Rent - ELC / SHP	23,601.60	5,499.60		21,456.00	8,004.00	
Power		5,870.30			5,472.83	
Telephone	908.95	4,127.76		788.71	3,551.76	
Security	718.78	2,529.86		557.14	2,804.90	
Waste Disposal	404.33	1,180.71		425.85	1,079.19	
Repairs & Maintenance	1,046.95	20,247.98		871.68	13,926.83	
General Expenses	306.11	2,829.07		397.09	3,383.50	
Educational Equipment	422.50			1,000.00		
Educational Resources	2,712.33			3,041.95		
Educational Consumables	831.21			1,810.27		
SHP Expenses		2,987.18			5,207.53	
ASC Gen Exps					304.06	
ASC Transport					3,201.00	
Centre Events		1,319.03			887.18	
			81,540.34			82,724.84
TOTAL EXPENSES	156,289.28	160,033.07	316,322.35	150,476.43	166,153.01	316,629.44
EXCESS/ (SHORTFALL) - Before Depreciation	4,865.88	8,503.56	13,369.44	6,570.18	(9,085.96)	(2,515.78)
less Depreciation	7,925.22	31,700.87	39,626.09	7,539.48	30,007.36	37,546.84
EXCESS/ (SHORTFALL) - After Depreciation	(3,059.34)	(23,197.31)	(26,256.65)	(969.30)	(39,093.32)	(40,062.62)

**GLENFIELD COMMUNITY CENTRE
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2005**

ASSETS	2004/ 2005	2003/ 2004
CURRENT ASSETS		
Cash and Bank Accounts	122,338.88	104,852.41
Debtors	18,825.70	20,959.43
Total Current Assets	<u>141,164.58</u>	<u>125,811.84</u>
FIXED ASSETS		
Buildings	1,236,825.40	1,264,177.74
Office Equipment	12,928.87	15,152.88
Creche Outdoor Equipment	3,006.93	3,758.66
Creche Indoor Equipment	2,702.26	3,377.82
Furniture & Fixtures	69,359.95	77,066.63
Total Fixed Assets	<u>1,324,823.41</u>	<u>1,363,533.73</u>
TOTAL ASSETS	1,465,987.99	1,489,345.57
LIABILITIES		
CURRENT LIABILITIES		
Creditors	7,584.26	9,293.56
Goods and Services Tax	9,271.86	6,968.36
PAYE Payable	3,037.41	2,760.36
Customer Bonds	155.60	133.38
Holiday Pay Accrual	6,226.38	5,753.22
ELC Provision for Training	1,000.00	
Total Current Liabilities	<u>27,275.51</u>	<u>24,908.88</u>
TOTAL LIABILITIES	27,275.51	24,908.88
NET ASSETS (ASSETS - LIABILITIES)	<u>1,438,712.48</u>	<u>1,464,436.69</u>
EQUITY		
Accumulated Fund	1,464,436.69	1,462,149.08
Grants Rec'd for Specific Asset (Vacuum)	532.44	42,350.23
Current Year Excess/ (Shortfall)	<u>(26,256.65)</u>	<u>(40,062.62)</u>
TOTAL EQUITY	<u>1,438,712.48</u>	<u>1,464,436.69</u>

**GLENFIELD COMMUNITY CENTRE
ACCOUNTING POLICIES AND
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2005**

Note 1: Statement of Accounting Policies

Measurement Base

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

Differential Reporting

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

Taxation

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

Particular Accounting Policies.

Accounts Receivable

Accounts Receivables are shown at their expected realisable value.

Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

Category	Cost	Accum. Deprn.	Book Value 2005	Book Value 2004
Buildings	1,367,617	130,792	1,236,825	1,264,178
Office Equipment	30,078	17,149	12,929	15,152
Creche Outdoor Equip	6,140	3,133	3,007	3,758
Creche Indoor Equip	4,914	2,211	2,702	3,378
Furniture & Fittings	125,426	56,066	69,360	77,067
Totals	1,534,175	209,351	1,324,823	1,363,533

Land

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

Depreciation

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

GST

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

Changes in Accounting Policies

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

Note 2: Acknowledgement of Grants Received

We are grateful to the following organisations for grants received:

Ministry of Social Dvpmt.	\$9,000	School Holiday Programme annual grant
NSCC Discretionary Grant	\$3,000	For repairs to exterior cladding of building
Lions Foundation	\$1,069	Paint supplied for reception/office, kitchen and drop in lounge.
NSCC Roding Division	\$1,000	Contribution towards ELC block wall extension
Glenfield Community Board	\$ 500	Contribution towards hosting monthly Community Network meetings.
Creative Communities NZ	\$ 500	Contribution to National Children's Day 2004

Note 3: School Holiday Programme (SHP)

The SHP started slowly at the beginning of the financial year in July 2004 as attendance was lower than budget expectations. However, numbers increased to a satisfactory level as the year progressed and there was a shortfall after all costs considered of (\$1,963) – the budgeted shortfall was (\$150).

Income

Fees & Trip Income	12,552	
Min. Social Dev. Grant	<u>9,000</u>	
		21,552

Direct Expenses

Wages (incl ACC & Hol Pay)	12,079	
General Expenses	1,120	
Trip Fees	1,867	
Advertising & Promotion	240	
Printing & Stationery	133	
Subscriptions	86	
Cleaning Contractors	<u>140</u>	
		<u>15,665</u>
Profit - After Direct Expenses		<u>5,887</u>

Other Costs

Rent 5,500
Centre Staff Attributed Costs 1750
Accounting 600

7,850

Loss - Total SHP

(1,963)

Budget (150)



**GLENFIELD COMMUNITY CENTRE
REVENUE & EXPENDITURE BUDGET
FOR THE YEAR 1 JUL 2005 - 30 JUN 2006**
(All figures are GST exclusive)

	Jul 2005 to Jun 2006				Jul 2004 to Jun 2005 (12 mths actual)			
	ELC	Centre	SHP	Total	ELC	Centre	SHP	Total
INCOME								
Marketed Income								
ELC Fees (w/out WINZ subs)	49,000				46,692			
ELC Fees (with WINZ subs)	22,680				22,265			
Rent Income-ELC & SHP		33,467				29,101		
Rent Income-Other Fixed		16,252				13,149		
Room Hire - Casual		42,000				54,523		
SHP - Fees			15,000				10,825	
SHP - Trip Income			2,500				1,727	
				180,899				178,283
Grants and Subsidies								
Ministry of Education	100,838				92,198			
MOE Teacher/ Rego Support	3,410							
NSCC Contract Grant		40,000				36,000		
NSCC Maintenance Grant		10,000						
SHP - MSD Grant			9,000				9,000	
Other Grants						5,419		
				163,248				142,617
Other Income								
Bank Interest		5,500				6,156		
Photocopying Income		1,800				1,820		
Sales-Oth (Equip Hire, etc.)		200				816		
				7,500				8,792
TOTAL INCOME	175,928	149,219	26,500	351,647	161,155	146,985	21,552	329,692

EXPENSES

Staff								
ACC	1,400	500	200			1,200	700	199
Professional Development	1,000	2,000	200			768	1,297	
Teacher/ Rego Support	3,410				note 6			
Student Training ELC	1,000					1,000		
Uniforms	1,500					613		
Immunisation						42		
Holiday Pay	8,617	3,659	572		note 7	8,213	3,516	626
Wages	99,365	68,500	10,285		note 7	95,292	65,164	11,262
Wages Centre, Attributed to	1,600		1,750			1,600		1,750
Relief Staff ELC	4,000					4,779		
				209,558				198,021
Administration								
Accounting	2,400	2,400	1,200			2,400	3,000	600
Audit	120	120	60			50	200	
Advertising	500	500	270			879	201	240
Bank Charges	300	200				261	114	
Executive Travel Exps		1,950					1,724	
Administrator Expenses		550					663	
Insurance	720	2,872				600	3,000	
Postage	100	650	100			90	672	
Printing & Stationery	600	1,200	200			436	1,071	133
Subs & Membership	835	150	50			1,324	97	86
Computer Equip & Exps	500	500					258	
Photocopier Maint. Contract		2,000			note 8		849	
				21,047				18,948
Cleaning & Grounds Maint.								
Cleaning Contractors	4,850	12,750	300		note 9	4,334	8,764	140
Sanitary Expenses	1,525	2,500			note 10	774	2,700	
Cleaning Materials - Other	200	200				348	115	

	ELC	Centre	SHP	Total		ELC	Centre	SHP	Total
Grounds Maintenance	650	650			note 11	196	447		
				23,625					17,819
Operating Costs									
Rates (Water & Waste)	1,100	300			note 12	1,598	2,398		
Rent - ELC & SHP	27,142		6,325		note 13	23,602		5,500	
Bad Debts	150	150					439		
Power		5,500					5,870		
Telephone	920	3,500				909	4,128		
Legal & Consultancy							350		
Security	680	2,720				719	2,530		
Waste Disposal	450	1,125				404	1,181		
Contractual Building Maint.		5,000			note 14		3,797		
Planned Building Maint.		20,000					11,421		
Repairs & Maint - Other	1,000	3,000			note 15	1,047	5,030		
Cafeteria Expenses	300	260				182	239		
Centre Meeting Exps		390					572		
Network Meeting Exps		0					125		
Gifts	300	1,200				124	1,045		
Childrens Educ. Resources	3,500					2,712			
Small Equip. ELC & SHP	1,500		500			423			
Educ. Consum. ELC & SHP	2,500		1,000			831		1,120	
SHP Trip Exps			2,500					1,867	
Centre Events		1,200					1,319		
				94,212					81,481
TOTAL EXPENSES	174,734	148,196	25,512	348,442		157,750	134,996	23,522	316,268
EXCESS/ (SHORT) excl deprec.	1,194	1,023	988	3,205	note 16	3,405	11,989	(1,971)	13,423
less Depreciation	7,500	30,000	0	37,500		7,430	29,708	0	37,138
EXCESS/ (SHORTFALL)incl deprec.	<u>(6,306)</u>	<u>(28,977)</u>	<u>988</u>	<u>(34,295)</u>		<u>(4,025)</u>	<u>(17,718)</u>	<u>(1,971)</u>	<u>(23,714)</u>

{ Grouped together in monthly P & L

Notes:

Income

- 1 ELC Fees 5% increase -two free child sick days per term, taken away - \$3,500 saving
- 2 Rent Income - ELC & SHP 15% increase
- 3 Rent Income - Other Fixed 15% increase
- 4 Room Hire - Casual A decline in 3 major users
- 5 Ministry of Education Increased funding ratios in accordance with increased ELC wages
- 6 MOE Teacher/Rego Support Funding for mentoring & training for one teacher to become registered

Expenses

- 7 Wages & Hol Pay Pay/ parity increases ELC
- 8 Photocopier Maint. Contract Increased rate usage, over 50,000 copies
- 9 Cleaning Contractors Increased hours
- 10 Sanitary Expenses Increased - ELC reallocation from R&M
- 11 Grounds Maintenance Increased - ELC reallocation from R&M
- 12 Rates (Water & Waste) Decrease - pan tax abolished on 7 toilets
- 13 Rent - paid by ELC & SHP 15% increase
- 14 Contractual Building Maint. Suppliers costs increased
- 15 Repairs & Maintenance Decreased - reallocation to ELC Sanitary & Grounds Exps

Excess / (Loss) - Excl. Deprn.

16 Excess - ELC	1,194
Loss - Centre	(153)
Excess - SHP	988
Overall Excess	<u>2,029</u>

**GLENFIELD COMMUNITY CENTRE
CAPITAL EXPENDITURE BUDGET FOR 2005- 2006**
(Subject to Grant Funding)

2005-2006		2004-2005		
Centre	Budget	Centre	Budget	Actual
	excl GST		excl GST	
	\$		\$	\$
Meeting Rooms / General		Meeting Rooms		
Digital Projector	2500	Vacuum Cleaner	600	489
Sound System	1500			
Office		Office		
Cordless Phone & Answer System X2	600	Office Shelving	500	
Kitchen		Kitchen		
Dishwasher	900	Dishwasher	800	
Stove	800			
Courtyard		Courtyard		
	0		0	
Total Centre	<u>6,300</u>	Total Centre	<u>1,900</u>	<u>489</u>
Early Learning Centre		Early Learning Centre		
Washing Machine	900	Washing Machine	1,000	
ELC Deck Enclosure	4000	Veranda Enclosure	2,000	
Sandpitcover	1500	Puzzle Shelf	800	
Book Shelves	400	Junior Book Display	330	
Utilities Cupboard Overhead	600	Woodwork Storage Cabinet	452	
Mural	3500	Childrens Kitchen Equip & Furn	700	
Total ELC	<u>10,900</u>	Total ELC	<u>5,282</u>	<u>0</u>
Total	<u><u>17,200</u></u>	Total	<u><u>7,182</u></u>	<u><u>489</u></u>

LOAVES & FISHES (GLENFIELD COMMUNITY PROJECT)

The Glenfield Community Project has been running for approximately 5 years.
It still comprises:

The Glenfield Food Shop, which is run by beneficiary volunteers, provides low cost basic food items for those in need. Free fresh bread is available each day as is other free items when they become available. The shop hours are Monday to Friday 9.00am to 4.00pm and Saturday 9.00 to 11.00am.

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

Market days are held to recycle household goods to the community.
The Food Bank is still available and is currently providing approximately 60 food parcels each month.

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

THE GLENFIELD ANGLICAN/METHODIST COMMUNITY CHURCH

The Glenfield Methodist Church was built on the site in 1915. The current congregation continues the long tradition of community concern and service.

Counselling is available through the church offices.
Sunday worship is at 9.30am and all are welcome.

All enquiries can be directed to 444-2711.

THE ROYAL NEW ZEALAND PLUNKET SOCIETY

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

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

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

MIDWIFERY PRACTICE

Two midwives operate a free clinic. Ph 444 5311 or 027 408 9875 for Noelene or 483 4022 or 021 838 444 for Margaret

GLENFIELD EARLY LEARNING CENTRE

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

Please phone 444 0818 for more information

SCHOOL HOLIDAY PROGRAMMES

The Glenfield Community Centre's School Holiday Programme is Community Based. School Holiday Programmes operate from 8.00am –4.00pm Monday to Friday during School Holidays.

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

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

CHINESE NEW SETTLERS SERVICES TRUST

The Chinese New Settlers group has a permanent office on site and provides Social Services and information for New Immigrants, Weekend Cultural programmes and activities.

For more information ph 444 8846

BENEFICIARIES ADVOCACY

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

Ph: Pam for an appointment on 444-9543

CHILD CONNECTIONS

is a non profit organisation which aims to introduce touch and massage programmes into education and health systems.

For more information phone 444 3152

CENTRE CONTACT DETAILS:
CNR BENTLEY AVENUE & GLENFIELD ROAD
GLENFIELD

P O BOX 40-112
GLENFIELD

Phone: 444-5023
Fax: 444-5024
email: gcc1@xtra.co.nz
Website: www.glenfieldcommunity.co.nz
