

WHITTLESEA COMMUNITY HOUSE INC.
ABN:82 167 376 746
FINANCIAL STATEMENTS FOR THE
YEAR ENDED 30TH JUNE 2021
REVIEWED BY AN INDEPENDENT ACCOUNTANT

INDEPENDENT ACCOUNTANTS REVIEW

To the members of **WHITTLESEA COMMUNITY HOUSE INC.**

SCOPE

I have reviewed the attached financial report comprising the Profit and Loss, Balance Sheet and Statement of Cash Flow of the Association for the year ended 30th June, 2021.

The entity's Committee of Management is responsible for the preparation and presentation of the financial report and the information contained therein and has determined that the accounting policies used and the format of the report are consistent with the financial reporting requirements of the entity's constitution and are appropriate to meet the needs of the members.

PURPOSE

The purpose of the review is to establish, with limited assurance, that the attached statements have not been misstated and that the books of account have recorded the period's transactions in accordance with normal accounting practices and procedures. The financial report has been prepared for the benefit of members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the entity's constitution, under the Australian Charities and Not-for-profits Commission Act 2012, under the Australian Charities and Not-for-profits Commission Regulation 2013 and under the requirements of the Victorian Associations Incorporation Reform Act 2012.

I disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members or for any purpose other than that for which it was prepared.

PROCEDURES

To conduct the review, I have applied the principles as contained within the Australian Governments Auditing and Assurance Standards Board's ASRE 2405 pertaining to reviews of historical financial information other than a full financial report. To that end, I have obtained my assurance by the enquiry of members of the committee and in particular its treasurer, of internal controls and procedures, and by the review, on a test basis, of all financial records supporting the entries into the books of account and by the review of minutes of the committee and other correspondence. I confirm that the entity provided all information, explanation and assistance needed to conduct the review, that the entity kept good financial records so that a financial report could be prepared and reviewed and that it kept all other records as required under the ACNC Act.

LIMITED ASSURANCE

Based on my review, which is not an audit, nothing has come to my attention that causes me to believe that the attached Profit and Loss, Balance Sheet and Statement of Cash Flow for the 12 month period ended 30th June, 2021 is not prepared, in all material respects, in accordance with the criteria referred to above.

Date: 22nd September, 2021



Robin E. Russell
CHARTERED ACCOUNTANT

Whittlesea Community House Inc

Balance Sheet Comparison

As of June 30, 2021

	June 30, 2021	June 30, 2020	Change
Assets			
Current Assets			
Accounts receivable			
Accounts Receivable (A/R)	2,002.00	8,223.46	-6,221.46
Total Accounts receivable	A\$ 2,002.00	A\$ 8,223.46	-A\$ 6,221.46
SubGroup Accounts			
Cash in Hand - WCG Garden Cash	183.10	62.00	121.10
Westpac - WACCA (deleted)	0.00	4,385.64	-4,385.64
Total SubGroup Accounts	A\$ 183.10	A\$ 4,447.64	-A\$ 4,264.54
WCHI Accounts			
Bendigo Cheque 7076	37,250.40	36,241.99	1,008.41
Bendigo Debit Card	1,730.93		1,730.93
Bendigo TD 7360	100,000.00	60,725.65	39,274.35
Float - Reception Till	50.00	50.00	0.00
Sandhurst CF 8103	60,546.04	40,496.10	20,049.94
Total WCHI Accounts	A\$ 199,577.37	A\$ 137,513.74	A\$ 62,063.63
Petty cash imprest	200.00	93.50	106.50
Undeposited funds	0.00	0.00	0.00
Total Current Assets	A\$ 201,962.47	A\$ 150,278.34	A\$ 51,684.13
Long-term assets			
Art Space Building			
Artspace Building at Cost	136,786.00	136,786.24	-0.24
Less accumulated depreciation	-25,103.98	-22,118.00	-2,985.98
Total Art Space Building	A\$ 111,682.02	A\$ 114,668.24	-A\$ 2,986.22
Computer Equipment			
Computer Equipment at Cost	42,157.67	49,180.28	-7,022.61
Less accumulated depreciation	-35,094.53	-35,085.00	-9.53
Total Computer Equipment	A\$ 7,063.14	A\$ 14,095.28	-A\$ 7,032.14
Computer Software			
Computer Software at Cost	754.55	754.55	0.00
Less accumulated depreciation	-754.55	-754.55	0.00
Total Computer Software	A\$ 0.00	A\$ 0.00	A\$ 0.00
Equipment			
Equipment at Cost	1,996.12	4,861.00	-2,864.88
Less accumulated depreciation	-1,543.00	-4,294.00	2,751.00
Total Equipment	A\$ 453.12	A\$ 567.00	-A\$ 113.88
Furniture and Fittings			
Furniture & Fittings At Cost	9,141.00	15,695.59	-6,554.59
Less Accumated depreciation	-7,467.04	-13,673.00	6,205.96
Total Furniture and Fittings	A\$ 1,673.96	A\$ 2,022.59	-A\$ 348.63
Vehicle			
Less accumulated depreciation	-6,744.60	-4,994.00	-1,750.60
Vehicle At cost	22,500.00	22,500.00	0.00
Total Vehicle	A\$ 15,755.40	A\$ 17,506.00	-A\$ 1,750.60
Total long-term assets	A\$ 136,627.64	A\$ 148,859.11	-A\$ 12,231.47
Total Assets	A\$ 338,590.11	A\$ 299,137.45	A\$ 39,452.66

Whittlesea Community House Inc

Balance Sheet Comparison

As of June 30, 2021

	June 30, 2021	June 30, 2020	Change
Liabilities and shareholder's equity			
Current liabilities:			
Accounts payable			
Trade creditors	10,799.12	4,651.29	6,147.83
Total Accounts payable	A\$ 10,799.12	A\$ 4,651.29	A\$ 6,147.83
ATO Clearing Account	9,515.00	9,538.00	-23.00
Auspice Liability Accounts			
Boomerang Bags	5,376.30	5,283.32	92.98
Landcare	64.04	157.00	-92.96
Word Weavers Group	1,632.21	1,682.21	-50.00
Total Auspice Liability Accounts	A\$ 7,072.55	A\$ 7,122.53	-A\$ 49.98
Donations in Advance (deleted)	0.00	1,038.00	-1,038.00
Grant Liabilities			
Auspice Grants			
BBags CoW	800.00		800.00
Landcare CoW	1,024.36	1,732.01	-707.65
Landcare FRRR	1,793.28	3,993.78	-2,200.50
Landcare PPW 19	450.00	267.00	183.00
Landcare Stockland 2020	437.50	1,000.00	-562.50
Total Auspice Grants	A\$ 4,505.14	A\$ 6,992.79	-A\$ 2,487.65
House Grants			
ACFE Equipment	0.00		0.00
CoW Emerg Relief	0.00	4,030.11	-4,030.11
DoJ Burglar Proof	724.63	5,789.63	-5,065.00
FRRR S&B	0.00	3,750.00	-3,750.00
Salvation Army	1,918.72	5,818.72	-3,900.00
Total House Grants	A\$ 2,643.35	A\$ 19,388.46	-A\$ 16,745.11
Subgroup Grants			
NHVic Bee Friendly	1,000.00		1,000.00
WCG Com Event (deleted)	0.00	1,200.00	-1,200.00
WCG CoW Equip 2020	0.00		0.00
WCG CoW Reconnection	4,976.00		4,976.00
WCG Dept Ind 2020 (deleted)	0.00	5,200.00	-5,200.00
WCG Dept Ind June 21 Irrigation	3,000.00		3,000.00
WCG FRRR Com Con	3,486.36	6,359.09	-2,872.73
WCG Work#173 (024)	0.00	474.57	-474.57
WCG/Landcare Stockland 2021	300.00		300.00
WCRC CoW 2009 BF CPCV	4,900.00	4,950.00	-50.00
Total Subgroup Grants	A\$ 17,662.36	A\$ 18,183.66	-A\$ 521.30
Total Grant Liabilities	A\$ 24,810.85	A\$ 44,564.91	-A\$ 19,754.06
GST Liabilities Payable	-246.90	3,523.23	-3,770.13
Income in advance	5,005.00	877.26	4,127.74
Payroll clearing	0.00	0.00	0.00
Payroll Liabilities			
PAYG Withholdings Payable	0.79	0.69	0.10
Provision for holiday pay	12,013.71	3,359.61	8,654.10

Whittlesea Community House Inc

Balance Sheet Comparison

As of June 30, 2021

	June 30, 2021	June 30, 2020	Change
Provision for LSL	13,527.72	13,527.72	0.00
Provision for personal leave	27,629.68	20,212.29	7,417.39
Provision for Time in Lieu	1,452.25	13,440.85	-11,988.60
Superannuation payable	3,838.41	3,409.96	428.45
Total Payroll Liabilities	A\$ 58,462.56	A\$ 53,951.12	A\$ 4,511.44
Provision Accounts			
Big Blokes Lunch (deleted)	0.00	1,078.87	-1,078.87
Community Bus Handrail & Step	754.88	989.88	-235.00
CoW Food Voucher Program	1,818.17		1,818.17
Food Relief COVID-19	911.57		911.57
Games Night	905.63	905.63	0.00
House	4,462.82	2,319.80	2,143.02
Local Needs - Care & Transport	4,492.67		4,492.67
WCG 2022 \$1000 Expenses	1,000.00		1,000.00
Total Provision Accounts	A\$ 14,345.74	A\$ 5,294.18	A\$ 9,051.56
SubGroup Liability Accounts			
WACCA (deleted)	0.00	640.41	-640.41
WCG Key Bond Account	270.00	255.00	15.00
Whittlesea Community Garden	3,215.41	2,851.27	364.14
Whittlesea Township Choir	942.81	942.81	0.00
Total SubGroup Liability Accounts	A\$ 4,428.22	A\$ 4,689.49	-A\$ 261.27
Total current liabilities	A\$ 134,192.14	A\$ 135,250.01	-A\$ 1,057.87
Shareholders' equity:			
Net Income	40,510.53	378.50	40,132.03
Retained Earnings	163,887.44	163,508.94	378.50
Total shareholders' equity	A\$ 204,397.97	A\$ 163,887.44	A\$ 40,510.53
Total liabilities and equity	A\$ 338,590.11	A\$ 299,137.45	A\$ 39,452.66

Whittlesea Community House Inc
Profit and Loss Comparison
 July 2020 - June 2021

	June 30, 2021	June 30, 2020
Income		
ACFE Support		
ACFE Equipment	5,000.00	
ACFE Income	17,335.00	15,282.50
Total ACFE Support	A\$ 22,335.00	A\$ 15,282.50
Annual Funding Received		
City of Whittlesea	35,986.95	35,281.33
NHCP-DHS	86,909.17	83,033.45
Total Annual Funding Received	A\$ 122,896.12	A\$ 118,314.78
Auspice Income		
Auspice Donations	30.25	
Auspice Fundraising	340.00	
Auspice Grant Income	3,470.65	14,467.71
Auspice Membership	318.22	
Auspice Other Income	-2,442.70	3,302.42
Total Auspice Income	A\$ 1,716.42	A\$ 17,770.13
Course Fees		
GST Free	17,665.00	0.00
GST included	1,359.86	
Total Course Fees	A\$ 19,024.86	A\$ 33,335.67
Grants Received		
COW CDG Uke Muster	1,900.00	5,000.00
CoW Emerg Relief	4,030.11	969.89
CoW Xmas on Church		2,000.00
Dept Infra Struct		8,516.00
DoJCS Burg Proof	5,065.00	4,010.37
DSS Vol Grants		4,214.55
FRRR - Schools and Beyond	3,750.00	
FRRR 2019 GR&W - Computers		18,346.00
Salvation Army	3,900.00	
Stockland WCTh		1,000.00
Total Grants Received	A\$ 18,645.11	A\$ 44,056.81
House Income		
Administration Fees	2,492.00	8,667.40
Bus Hire & Excursions	275.45	3,864.94
Gifts & Donations	5,074.10	12,454.45
Joining Fee	9.09	
Membership Fees	272.70	272.70
Photocopying & Printing (deleted)	33.77	928.26
Reimbursed Expenses	3,980.30	
Rent/Leases	7,124.09	11,005.23
Sales	156.98	398.28
Total House Income	A\$ 19,418.48	A\$ 37,591.26
Program & Project Income		
Big Blokes Lunch (deleted)	1,496.05	
Chalk Art Project (deleted)	136.36	
Emergency Relief (deleted)	5,454.55	
Local Needs - Care & Transport (deleted)	166.01	
Power Save (deleted)	900.00	
Total Program & Project Income	A\$ 8,152.97	A\$ 3,700.24

Whittlesea Community House Inc

Profit and Loss Comparison

July 2020 - June 2021

	June 30, 2021	June 30, 2020
Services		0.00
SubGroup Income		
Fundraising	13.64	55.00
Garden Bed Leases	327.24	559.04
SubGroup Donations	316.19	1,662.00
Subgroup Grant Income	11,417.30	23,762.91
SubGroup Membership Fees	654.48	509.20
SubGroup Other Income	514.96	1,083.00
Total SubGroup Income	A\$ 13,243.81	A\$ 27,631.15
Unapplied Cash Payment Income		0.00
Total Income	A\$ 225,432.77	A\$ 297,682.54
Gross Profit	A\$ 225,432.77	A\$ 297,682.54
Other Income		
ATO Cash Boost	19,972.00	10,000.00
Business VIC Support Grant	25,000.00	10,000.00
GST Adjustments	2,499.48	
Interest Received		
Bendigo Debit	0.05	
Bendigo TD7360	780.89	1,398.88
Sandhurst 8103	49.94	127.25
Westpac WACCA 8365	1.62	5.17
Total Interest Received	A\$ 832.50	A\$ 1,531.30
JobKeeper Subsidy	92,850.00	24,000.00
Total Other Income	A\$ 141,153.98	A\$ 45,531.30
Expenses		
Administration costs		2,680.99
Advertising & Promotion	2,424.53	1,899.08
Audit fees	818.18	1,363.64
Auspice Expenses		
Auspice Grant Expenses	3,470.65	14,317.71
Auspice Other Expenses	1,245.77	3,452.42
Total Auspice Expenses	A\$ 4,716.42	A\$ 17,770.13
Bad debts written off	3,313.63	1,464.98
Bank fees & charges	408.52	580.75
Bookkeeping	5,506.30	5,109.01
Cash Losses Burglary		133.15
Catering	254.83	1,283.88
Cleaning	2,910.00	4,059.51
Computer Maintenance	1,700.00	1,538.64
Contractor Expenses (non salary)	305.00	
Course Expenses		
Course Materials & Supplies	1,980.36	1,836.37
Course Tutor Expenses (deleted)	26,311.45	35,746.18
Total Course Expenses	A\$ 28,291.81	A\$ 37,582.55
Depreciation	20,423.41	9,377.00
Equipment Purchases	871.60	2,012.49
Equipment Repairs	199.69	
Fees & Permits		240.90
Freight and cartage	40.00	
Garden Develop & Maintenance	597.50	654.43
Gifts & Donations	165.29	1,500.00
Grant Expenses	17,034.46	85.07
Insurance		1,621.48
Building & Contents	1,519.38	
Total Insurance	A\$ 1,519.38	A\$ 1,621.48

Whittlesea Community House Inc

Profit and Loss Comparison

July 2020 - June 2021

	June 30, 2021	June 30, 2020
Loss on Listed Item Disposal	-44.00	1,650.00
Motor vehicle expense		
Insurance and registration	2,511.68	1,175.27
Petrol and oil	272.82	787.00
Repairs	1,051.73	527.68
Total Motor vehicle expense	A\$ 3,836.23	A\$ 2,489.95
Photocopier Costs	4,933.70	6,051.91
Police Checks	128.80	119.50
Portable Long Service Leave	2,265.38	1,493.03
Postage	190.09	683.23
Prior Year Adj	-930.69	-866.27
Program expenses		
Materials & Supplies	11,759.04	8,445.59
Tutor Expenses	6,612.00	7,196.00
Total Program expenses	A\$ 18,371.04	A\$ 15,641.59
Rent		0.00
Repairs & Maintenance	468.38	2,871.37
Room Hire	407.46	181.82
Software		420.00
SubGp Exp		
SubGroup Administration Expense	5,638.05	3,100.00
SubGroup Catering & RSL Lunch		1,170.31
SubGroup Grant Expenses	11,025.07	7,925.01
SubGroup Material & Supplies	520.29	3,623.60
SubGroup Telephone		279.13
SubGroup Volunteer Expenses	650.63	3,184.52
Transfer to/from SubGroup	0.00	
Workshop Expenses	0.00	5,270.34
Total SubGp Exp	A\$ 17,834.04	A\$ 24,552.91
Subscriptions	5,654.73	3,617.68
Superannuation Expense	13,350.74	11,697.38
Supplies		1,256.24
House	802.57	
Total Supplies	A\$ 802.57	A\$ 1,256.24
Suspense Expense Account	0.00	8.35
Telephone & Internet	3,159.87	3,008.32
Training & Prof Dev	1,031.36	1,630.68
Travel expenses	72.46	883.65
Uncategorised Expense		0.00
Utilities		
Electricity	1,144.14	1,945.46
Gas	567.37	776.65
Water Usage	1,359.16	1,052.46
Total Utilities	A\$ 3,070.67	A\$ 3,774.57
Volunteer expenses	167.38	1,905.19
Wages Expense	154,754.52	138,351.71
Workcover expenses	968.05	1,099.51
Total Expenses	A\$ 321,993.33	A\$ 313,480.00
Other Expenses		
Transfer to Provision Account	4,082.89	29,355.34
Total Other Expenses	A\$ 4,082.89	A\$ 29,355.34
Net Earnings	A\$ 40,510.53	A\$ 378.50

Whittlesea Community House Inc.

Statement of Cash Flow

July 2020 through June 2021

	This Year	Last Year
Cash Flow from Operating Activities		
Net Income/(Loss) for year	40,510.53	378.50
Adjustments for:		
Decrease/(Increase) in Accounts Receivable	6,221.46	2,250.36
Petty Cash Imprest	(106.50)	106.50
Income in Advance	4,127.74	802.28
Donations Received in Advance	(1,038.00)	1,038.00
Depreciation per Profit & Loss	20,423.41	9,377.00
Increase/(Decrease) in Trade Creditors	6,147.83	2,522.47
Increase/(Decrease) in GST liabilities	(3,793.13)	55.83
Increase/(Decrease) in Payroll Liabilities		
Employee Provisions	4,082.89	29,355.34
Superannuation Payable	428.45	682.03
PAYG Withholding	0.10	4,277.04
Movement in Auspice Liability Accounts	(49.98)	34,314.41
Movement in Provision Accounts		4,676.17
Big Blokes Lunch	(1,078.87)	1,078.87
Community Bus Handrail and Step	(235.00)	0.00
CoW Food Voucher	1,818.17	0.00
Food Relief	911.57	0.00
Wsea Community Choir	0.00	363.74
Games Night	0.00	905.63
Local Needs - Care and Transport	4,492.67	0.00
WCG 2022	1,000.00	0.00
House Funds	2,143.02	2,319.80
Movement in Sub Group Liability Accounts	(261.27)	3,506.68
Movement in Grant Liabilities	(19,754.06)	(10,670.43)
Other	0.00	(555.28)
Interest Received	(832.50)	(1,531.30)
Net Cash Flows from Operating Activities	65,158.53	50,939.23
Net Cash Flows from Investing Activities		
Interest Received	832.50	1,531.30
Fixed Asset Additions/Adjustments		
Artspace Building	(36.10)	(12,478.00)
Computer Equipment	(8,155.19)	(17,732.73)
Equipment	0.00	(452.06)
Furniture	(0.65)	1,299.00
Net Cash Flows from Investing Activities	(7,359.44)	(27,832.49)
Net Cash Flows from Financing Activities	0.00	0.00
Net Increase/Decrease for the year	57,799.09	23,106.74
Cash at the Beginning of the year	141,961.38	118,854.64
Cash at the End of the year	199,760.47	141,961.38

WHITTLESEA COMMUNITY HOUSE INC.

NOTES TO AND FORMING PART OF THE FINANCIAL REPORTS FOR THE YEAR ENDED 30TH JUNE, 2021

NOTES

This special purpose financial report has been prepared for the benefit of members to fulfil the Committee of Management's financial reporting requirements under the Entity's Rules of Association. The accounting policies used in the preparation of this report, as described below, are consistent with the financial reporting requirements of those Rules, and are, in the opinion of the Committee, appropriate to meet the needs of members.

1. The financial report has been prepared on a modified accrual basis of accounting including the historical cost and the going concern assumption. This basis is consistent with prior year accounts.
2. The requirements of Australian Accounting Standards and other professional reporting requirements (Urgent Issues Group Abstracts), do not have mandatory applicability to the Entity in relation to the year ended 30th June, 2021 as the Committee has determined that the Entity is not a "reporting entity" as defined therein. The Committee has, however, prepared the financial report in accordance with Australian Accounting Standards as required by the Victorian Associations Incorporation Reform Act.
3. Property, Plant and Equipment.
 - i. Property - the value of land and buildings is either at cost or at fair market valuation at date of revaluation plus cost of subsequent additions. Amortisation has been charged on all buildings and improvements based on a life of 40 years.
 - ii. Plant and Equipment - are reported at cost or independent valuation, less depreciation calculated on a diminishing value basis over the estimated useful life.

4. Income Tax

Following the changes made to the Rules of Association in June 17, the Association has been granted Registered Charity status by the ACNC as of 13th June, 2017. As a consequence, it is exempt from income tax.

5. GST

The Entity accounts to the Tax Office for its GST liability on a "Cash Basis". The GST Liability as recorded in the accounts reflects the net GST liability and all amounts as disclosed in the accounts are exclusive of GST.

6. Employee benefits

Provision has been made for the Entity's future liability for employee benefits that had accrued as at the end of the year.

7. Leases

There are no lease liabilities.

8. Events Occurring After Reporting Date

There have been no events occurring after the reporting date which would materially impact upon the attached reports.

9. Mortgages, charges and securities.

There are no mortgages, charges or securities over any assets.

10. Trusts held by third parties.

There are no funds or assets owned by the Entity held by third parties in trust for the Entity.

ROBIN E RUSSELL CA. BECO.
CHARTERED ACCOUNTANT
ABN 62 636 251 928

25 Fir St. Telephone (03) 9716 1046
PO Box 295
Whittlesea Vic 3757 Email: rrusell.aca@gmail.com

WHITTLESEA COMMUNITY HOUSE INC.

ABN 82 167 376 746

ACCOUNTANTS INDEPENDENCE DECLARATION

I declare that to the best of my knowledge and belief, during the year ended 30th June, 2021 there have been:

- i. no contraventions of the accountant's independence requirements in relation to the review, and
- ii. no contraventions of any applicable code of professional conduct in relation to the review.

Signed on: 22nd September, 2021



Robin Russell
Chartered Accountant

Liability limited by a scheme approved under Professional Standards Legislation