



PORT FAIRY COMMUNITY HOUSE



ANNUAL REPORT 2021-2022

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ABOUT PORT FAIRY COMMUNITY HOUSE

The Port Fairy Community House (PFCH) is in its 33rd year of operation.

PFCH is a member of Neighbourhood Houses Victoria, the peak body for the Neighbourhood House sector, representing close to 400 independent, community-based organisations across Victoria.

PFCH receives funding from the Department of Families, Fairness and Housing (DFFH) and applies for various grants as available. Additional funding is raised by the Community Market, in-house courses and venue hire. A voluntary Committee of Management sets the strategic direction of the PFCH and is accountable for its operations. A team of part-time employees is responsible for program development and implementation.

Mission

Our mission is to provide inclusive social, cultural, environmental and educational experiences for our community.

The Neighbourhood House Community Development model

In order to meet our local community needs and organisational goals we aim to:

1. Involve the community and encourage participation and inclusion, valuing diversity and difference at all levels of Neighbourhood House operation.
2. Identify community needs and aspirations.
3. Determine appropriate programs, activities and services in response to community needs, ensuring that diversity and difference are valued.
4. Partner with community organisations, businesses, government and philanthropic organisations to secure appropriate funding and support.
5. Deliver quality programs, activities and services.
6. Evaluate the effectiveness of all aspects of Neighbourhood House operations, including programs, practice and governance.





COMMITTEE OF MANAGEMENT

Chairperson

Julienne Clifford

Vice Chairperson

Penny Iddon

Treasurer

Adi Taylor

Secretary

Mary Kerr

Ordinary Members

Carole Howlett, Anna Holter

STAFF MEMBERS

House & Market Coordinator

Pam McGoldrick

Support Officer

Fiona Hampson

Community Engagement Coordinator

Bronagh Lucardie

Finance Office

Jo Campbell

VOLUNTEERS

Valerie McIlwain

Adi Taylor

Lois Caroll

Dennis Kavanagh

John Miller

Natasha Mills

Anna Holter

Annabelle Cameron

Peter Auld

Ashleigh Pruys

Debbie Phelan

Sam Carty

Catherine Haldane

Adele Brown

Mike Herbert

Mary Kerr

Heather Hampson

Ron Hampson

ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional owners of the Gunditjmara lands on which we operate and pay our respects to elders past and present.

CHAIRPERSON'S REPORT

JULIENNE CLIFFORD

It is my great pleasure to provide my first annual report as Chair of the Committee of Management for the Port Fairy Community House and to take this opportunity to thank Pam Grendon, the former Chair, for the time and expertise she has devoted to PFCH over many years.

Port Fairy Community House is all about providing space and opportunity for people to gather, to learn, to share and to connect. If the past few years have taught us anything at all it is about the value of our connections and community interactions. As we endeavour to keep our membership fees and course costs low, we are so pleased to have witnessed an increase in enrolments over the past year and to have become involved in new and different community activities with increasingly diverse users. The Community Market too, is going from strength to strength with new vendors and great attendance levels.

Credit must go to our fantastic staff lead by House and Market Coordinator Pam McGoldrick. This team of part timers punch well above their weight to deliver the services the Community needs and wants. I was so proud to see the Port Fairy Community House named runner up for Community Focused Business in the Moyne Local Heroes Awards. It is testimony to Pam's leadership and to all the staff, volunteers, tutors, members, community partners and house users who have contributed to achieving this recognition. Our own Fiona Hampson was also recognised as an Inspiring Woman of Moyne in the International Women's Day Awards.

I wish to acknowledge the Committee of Management for their continued good governance, strategic thinking and flexibility during challenging times. These volunteers generously share their work and life experiences to support the work of PFCH. As a committee we were fortunate to have Nicole Battle, CEO of Neighbourhood Houses Victoria lead us in a Strategic Planning Day in May which has helped us to confirm our direction in the post lockdown era. We are committed to ongoing learning in all areas of governance, finance and community engagement and to the regular reviews of our policies, plans, and risk management strategies. We would also welcome new voices at the table and encourage those interested in joining the committee to get in touch.

You will no doubt have noticed some physical changes to the Port Fairy Community House over the past twelve months with a fresh coat of paint, a well-used Share Shed and very vibrant expanded Community Garden. Improvements have continued inside too with better room ventilation and updates to flooring and painting. This is all about making you, the community, feel even more comfortable and more welcome. This is your community hub and we would love to hear your ideas on what more we can offer you.



HEART FOUNDATION WALKING GROUP

TREASURER'S REPORT

ADI TAYLOR

It is with gratitude and admiration I acknowledge the skill and high-level management capacity of Pam McGoldrick, the Port Fairy Community House staff and the Committee of Management for the success, stability, and growth Port Fairy Community House has enjoyed this year, despite the challenging and unusual times.

The annual Market income of \$54,356 reflects the optimism of our community and stall holders as we, hopefully, emerge from these complicated times.

The Government Covid-19 grants, such as the Victoria Business Support Grant, assisted in supporting the running of PFCH as lockdowns came and went which impacted on our revenue raising ability.

As we embark on the financial year of 2022-23, budget preparations were made with greater confidence this year, with the outlook being a positive financial result.

Thank you again for the continued positive contribution from Port Fairy Community House Staff, Committee of Management, and Community .

HOUSE COORDINATOR'S REPORT

PAM MCGOLDRICK
HOUSE COORDINATOR

This year continued our rollercoaster of openings & lockdowns. We continued to face these challenges with positivity and a commitment to maintain our community connections. I am once again immensely proud to be part of the team of staff, volunteers and Committee of Management who have contributed to another successful year at Port Fairy Community House.

January this year saw an internal shuffling of staff roles - Jo Campbell resigned as Administration Support Officer but remains as our Finance Officer, Fiona Hampson moved out of the Community Engagement Coordinator role and into the Administration Support Officer role and we welcomed Bronagh Lucardie as a new staff member to the Community Engagement Coordinator role.

Our markets have operated successfully again this year amid restrictions of trade. Our January markets were well supported although again much smaller than past years. We operated a two-day Folk Festival market and an Easter Saturday market in conjunction with the Belfast Lions Club which were both very well attended and successful for our local stallholders. Our markets continue to focus on offering a large variety of local products to the community and visitors to our town.

When restrictions have allowed, we have continued to offer a range of courses which have been well supported by our members. Participation numbers in classes exceeded our expectations and credit goes to our Community Engagement Coordinators Fiona Hampson and Bronagh Lucardie who have brought together our varied term programs.

We completed our renovations over this last year with the addition of new picnic tables on the front grassed area for public use, new signage for the House and a change of color scheme with the painting of PFCH courtesy of Moyne Shire. We sustained storm damage to the reception area ceiling during a January storm, which resulted in new carpet for our Reception and front office area.

Our Community Garden has continued to flourish under the direction of our new volunteer gardeners Sam Carty and Mike Herbert. The garden has new garden beds and is overflowing with seasonal fresh produce for consumption by our local community. Any excess produce from our garden and also other local gardens is placed in our Share Shed at the front of PFCH - the variety and volumes of produce that are both donated and taken from this shed is amazing.

PORT FAIRY COMMUNITY HOUSE

At the Repair Café, our generous volunteer Fixers encouraged people to repair rather than replace items. We held 6 Repair Cafes over the year with a total of 96 items fixed. We acknowledge the wonderful volunteer fixers and the continuing efforts of Natasha Mills who coordinates the Repair Café.

We established the Port Fairy Playgroup at PFCH in Term 4 which has been well supported on a Thursday morning utilising our existing play equipment at PFCH. This playgroup is run each week during term by our volunteer Ashleigh Pruys who has been providing stimulating and fun sessions for the group.

We became part of the Chatty Café Scheme AUS in September and have run several Chatty Café coffee and cake mornings where members of the community can drop in for a conversation with our friendly staff and committee members. We are continuing to offer these sessions on a regular basis as part of our PFCH program.

We were part of the newly established Moyne Shire Street Fair over the Folk Festival weekend in March, hosting the busker competition and running free children's workshops over two days of the festival.



BUSKER COMPETITION-FOLK FESTIVAL



SAM IN COMMUNITY GARDEN



REPAIR CAFE



PLAYGROUP

PORT FAIRY COMMUNITY HOUSE

Over this past year we have been able to build on our Be Connected partnership and address the emerging need in digital assistance – first with the Victorian State Government Concession Power Saving Bonus scheme by offering free lodgement of the required paperwork to those who were not able or comfortable in lodging it themselves, then with the obtainment of Covid digital vaccine certificate on devices. Both these areas of digital assistance were extremely busy over several months which highlighted a growing need in our community. We continue to offer free assistance in this area – whether it be assistance with setting up a new device, completing online documentation or downloading photos. We are also part of providing lodgement assistance for the next Power Bonus Scheme which opened to all households on July 1 2022.

Our Auspice Groups have continued to operate when they could throughout the year and continue to offer a selection of activities for their respective members. An update on their achievements for the year can be found later in this report.

Our variety of room spaces available for hire has attracted a strong number of venue hire hours, giving community and business groups a comfortable space to run their sessions while contributing financially to PFCH.

The positive financial result for this year was achieved despite the loss of income during lockdowns and restrictions. We successfully applied for supporting government grants during the shutdowns which has enabled PFCH to achieve a strong financial result and maintain our solid financial position.

Our Committee of Management has once again volunteered their time and expertise to lead PFCH through another challenging year with many unknowns. Without this dedicated group of community minded individuals, our PFCH would not exist, and, on behalf of the staff, I thank them for their continued support.

We could not continue to offer our many services to the community without the ongoing support of our wonderful volunteers. We have a fantastic group of volunteers who assist us in many areas of the House – reception tasks, delivering food share parcels, running sessions, fixing items and gardening. I thank everyone who has given up their time to assist us and acknowledge the important role our volunteers play.

We are focused on providing our best support to our local community and look forward to another successful year at PFCH.

PORT FAIRY COMMUNITY MARKET

PAM MCGOLDRICK
MARKET COORDINATOR



Our markets remain focused on showcasing local, fresh produce and handmade items from our region while providing a vital source of income to Port Fairy Community House.

This year a total of 30 markets were held over the 2021- 22 financial year at Railway Place. Changes were put in place to accommodate ongoing covid restrictions and we have been fortunate to be able to trade through all the year, having operated as a food only market on one occasion when restrictions on other trading were in place.

As always, we are very thankful to the support our stallholders have shown us through this past year with the strongest attendance at our ongoing regular markets that we have ever experienced. We continue to have interest from a varied array of new stallholders to join our markets and after consideration of our selection criteria we were able to approve 39 new stallholders over the year.

Our markets continue to support many groups in our local community with the involvement throughout the year from Belfast Lions Club, Rotary, Port Fairy CWA, Red Cross, U3A, Port Fairy Consolidated School, Port Fairy Surf Lifesaving Club, Port Fairy Football/Netball Club, St Brigid's Crossley and Warrnambool RSPCA.

In December we ran our second Christmas twilight Friday market which was well attended and had the always popular Santa available at PFCH for free photos with children which kept him very busy.

Our January Holiday markets were once again very successful - compared to January 2021 markets, our stallholder numbers slightly increased from 338 to 354 over these summer markets. We still had strong public attendance at all five January markets and perfect weather for market days.

We ran our third Folk Festival markets at Railway Place over Saturday and Sunday of the March long weekend with wonderful support from our regular stallholders, most reported an excellent weekend of sales.

Our Annual Easter Fair in conjunction with the Belfast Lions Club was run in beautiful sunshine with the same number of stalls as we had last year but with the lovely addition of Devonshire teas being offered out of PFCH by Belfast Lions Club.

We look forward to another year of many successful markets.

COMMUNITY ENGAGEMENT REPORT

BRONAGH LUCARDIE
COMMUNITY ENGAGEMENT COORDINATOR

Classes and Workshops

Port Fairy Community House ran 169 classes throughout the 2021-2022 financial year. The term time program of 2021 was heavily impacted by Covid lockdown restrictions, and a significant proportion of classes had to be cancelled during quarters 3 and 4. However, the 2022 year brought opportunities for a range of new workshops including a variety of creative arts classes, drama courses for children, technology workshops as well as the new Thursday morning playgroup. Returning for another successful year and back by popular demand were classes such as Sourdough Baking, Soft Pastels, Italian and Harp. Unfortunately, the 2021 Women's Weekend was cancelled due to a lockdown the week before this event was ready to run.

School Holiday Programs

Our school holiday programs were running again in 2022 and continue to draw in local and visiting families. Our winter session held over 2 days in June was very popular attracting over forty children with funding received from Moyne Shire Council enabling us to secure a series of well-resourced classes that included creative textiles, arts and crafts, One Day Studios and Nurture in Nature workshops.



HOLIDAY PROGRAM



FOLKIE UKULELE CLASS

Port Fairy Folk Festival

As part of the Folk Festival Street Fair and with the support of Moyne Shire, a weekend of family activities was held during the Port Fairy Folk Festival on Saturday 12th and Sunday 13th March.

We provided free activities that supported creative arts and music workshops for local and visiting families, inclusive of a family sing-along, a ukulele class, and a painting class. This coincided with the town busking competition which took place at PFCH and was enjoyed by a large crowd of visitors and locals.

Members Survey

A short digital survey was issued to the membership group by email in May 2022 to which there were 189 respondents. As expected, the majority of members who responded prefer to receive communication via email (90%) and the next largest groups of users are those who access social media (26%) and our website (10%) for information. Nearly 80% of respondents had direct experience of a course or workshop at PFCH and while we continue to appeal to a regional audience, inclusive of those living in Warrnambool, Koroit and surrounding areas, the majority, over 65% of respondents live in Port Fairy. Of the sample surveyed, women were the largest group of respondents (87%) indicating that they are seeking opportunities within the community engagement program to upskill, be creative and make social connections.

Chatty Café

The Chatty Café is a regular feature of the community engagement program normally taking place one morning per quarter. Unfortunately, it did not draw in large numbers at the start of the year, possibly due to a Covid weary community but since then has drawn in a few new Port Fairy residents who are keen to learn about the community house programs and the area in general. They are always well received by the group made up of staff, volunteers and committee members who are keen to meet new and returning members of the community for a chat, a cuppa, and a slice of cake!



SOURDOUGH WORKSHOP



CHATTY CAFE

Social Responsibility

Following on from previous years, socially responsible activities included the collection of women's sanitary products for Share the Dignity drive to help end period poverty and a Biggest Morning Tea fundraiser for the Cancer Council. The morning tea event was extremely well received by the local community and was successful in receiving donations from over 30 people attending. Our Repair Café was also run on a monthly basis when restrictions allowed.

We continued to run the Port Fairy Coronavirus Info & Assistance Facebook Group. It is a local forum for the people of Port Fairy and surrounds to share community information and assistance during COVID-19. It has grown to over 870 local members.

AUSPICE & ACTIVITY GROUPS

Port Fairy Community House has a strong focus on supporting local community groups to pursue their areas of interest, share their expertise and provide learning and social activities for the residents of Port Fairy and surrounding district. Auspice groups come under the umbrella of Port Fairy Community House.

Their members are financial members of PFCH which then covers the group for insurance and assists with risk management and grant applications without the need of that group to incorporate. Auspice groups deliver a wide variety of activities throughout the year.

PORT FAIRY BICYCLE USER GROUP

TONY BISHOP

This last 12 months has been quite successful for our group. We were part of the reference group established with Moyne Shire and consultants to have input into the Port Fairy Bicycle Strategy Plan.

Following six months of consultation, Moyne Shire Councillors voted to accept the plan in December.

We have successfully lobbied council to establish a steering committee to implement the Strategy Plan in the coming years.

Moyne Shire and other user groups including BUG is in the process of forming this committee.

While this is a milestone, we believe it's just the start to improve safety and encourage more people to cycle and improve cycling infrastructure in Port Fairy.

The Bicycle User Group values Port Fairy Community House's support to our group in this first year of our auspice with PFCH.

TEXTILE GROUP

SUE KNUDSEN

Established in 2010 classes have been meeting in the Cottage Room on a fortnightly basis under the auspices of Port Fairy Community House.

Currently there are 20 participants. The purpose of the group is to encourage members to express their art form using textiles and new and forgotten skills to create works of art, and to share finished pieces of work with the public in occasional exhibitions.

Members run workshops to teach new techniques that provide learning

opportunities otherwise not available elsewhere. The group facilitates a welcoming, inclusive, and social environment.

With the impact of Covid although we could not meet at the house, plenty of work was still achieved by members at home. There are monthly challenges as well as a twelve month one which is set by the group involving a theme. These have included Botanic, Denim, Through the Window, Black/White and one other Colour, mending, a Cupful of Art, and The Wonders of Nature.



PLAYGROUP

ASHLEIGH PRUYS

Playgroup at Port Fairy Community House has been a welcomed addition to Port Fairy.

This year local families have gathered together once a week to socialise and connect with each other in a friendly and safe environment.

The children naturally gravitate to the fenced outdoor space where they can hop in cars, push lawnmowers, play in the sand pit and enjoy the swings and slide.

Imaginations have run free when under

the verandah, where there are play stations with an oven, table and chairs as well as a mirrored desk that have be used as a hairdresser's or dentist.

On the cooler days, inside there are mats on the floor, toys for all ages and craft activities.

Some special highlights for this year have been making mud animals with Kirsty from Growing Home Permaculture and a visit from our local paramedic Kurt and the chance to sit inside an ambulance.



BELFAST BOOKERS

WENDY DU GUESCLIN

Over the past year we have lost some members of our group due to a variety of reasons. Our group total is five at present.

We meet at the Port Fairy Community House every second Tuesday evening of the month, at 7:30 pm, except in January.

At the end of each year the members put a selection of 30 book titles to the Council of Adult Education. There is no guarantee that we will get a selected title, but so far this year we have received some of our selected titles.

We enjoy our book discussions and each other's company. We would welcome any new members wishing to join our Book Group.

PORT FAIRY UKE GROUP

TONY BISHOP

It's been another challenging year but things are improving.

July 2021 to 18 November we didn't meet for Covid reasons. 25 November we resumed practice sessions at our usual Thursday night at Community House. We averaged 11 per night up until Christmas and then we ceased meeting again due to Covid concerns.

The group tentatively recommenced 17 March and numbers averaged about 8 for the last month and half.

Unfortunately we haven't been able to play at our usual sessions for Moyneyana House, Belfast House or the Senior Citizens for some time but are hoping to get back in the coming months.

The Port Fairy Uke Group thanks the Port Fairy Community House Committee for your continued support and for all your work with other groups making the Community House such a dynamic part of Port Fairy.

TAI CHI

NETTA HILL
TAI CHI GROUP LEADER

The Tai chi group has flourished during another somewhat Covid disrupted year. Remarkably we have maintained an average of 14 members a week, with new members thoroughly enjoying the benefits of Tai Ch.

Participants often say how relaxed they feel after the session, and I am sure that the benefits of gentle, but strengthening movement have been instrumental in keeping good physical and mental health during these challenging times. Improvement of balance, mobility and memory are all benefits of this ancient art.

As we meet every week, it has been important for other members to lead the group, and several have stepped up during any time I have been away.

The social aspect of this group is also important, and all are welcome to meet for coffee afterwards at the Mill.

It is hard to believe that we have been active for 18 years!! Many of those auspiced by Port Fairy Community House. We are most grateful for their continued support and hope to continue for many years to come!



GARDEN GROUP

SANDRA DUNN PROGRAM- COORDINATOR AND COMMUNICATIONS
JANE RYAN- PROGRAM COORDINATOR
MARJORIE RAETZ- SUBSCRIPTIONS AND FINANCES

The Garden Group resumed in March this year with our Members keen to be out and about visiting gardens and socialising with like minded friends again. We welcomed several new members this year.

The Garden Group meets fortnightly on a Wednesday morning during school term time. We usually visit a garden and then share morning tea and a chat.

Thank you to all our garden owners who

generously share their gardens and knowledge with us. Also thank you to our enthusiastic members who make our group so successful.

We continue to maintain the Railway Place native gardens with help from residents and Moyne Shire Council.

Thank you to Port Fairy Community House for their continued support and guidance.



PORT FAIRY WOMEN IN FARMS GATHERING

THE COMMITTEE LORRAINE ERMACORA- CHAIR, SUSAN ROWBOTTOM- SECRETARY, ALECIA DOBSON- TREASURER, JODI FRY, MEG BARRY, CATHERINE HALDANE, KATE THOMAS, BARBARA ELDRIDGE

The PFWOFG committee have :

- Since the staging of the Gathering in March 2021 we have used some of our funds to defray the costs of the WOFG 21 Proceedings which were published and distributed in late 2021, The Proceedings were a concise record of the activities at the 2021 Gathering and included a good array of photos. A copy was presented to the Port Fairy Community House.
- Donated the art work depicting our logo to be hung in at PFCH.
- Donated funds to support some women to attend the Port Fairy Women's event.
- Some members attended the 2022 Inglewood WOFG . This showed our gratitude for their attendance at our Gathering and also to support the WOFG movement.
- Committee members are planning to attend the 2023 WOFG in Gippsland.
- We plan to further advance opportunities for rural women and other women involved in agriculture through relevant information sessions, skills workshops and communication. But as there are two women's weekend conference in the district in the second half of 2022 we will do this at a later date.

The committee are very appreciative of the connection we have with the PFCH and the support we receive.



HEART FOUNDATION WALKING GROUP

PETER AULD, MARY KERR, ANNA HOLTER
WALK ORGANISERS

It has been a wonderful year and the walking group has been able to get back to some 'normality' after the COVID restrictions placed upon us over the last couple of years. The Heart Foundation Friday Morning Walking Group now has 54 registered members (14 males and 40 females) and we are averaging between 8-18 walkers each week. Since our first registration in September 2015, we've completed a combined total of 4370 walks. This year we had a combined total of 589 walks, which meant that an average of 11 walkers attended each week.

Our members are of varying ages and fitness levels. The weekly walks cater for all levels of ability. The distance covered is between 4-6 km and average time is one hour, and walkers are free to complete a long route or take a shorter one. The walking routes are decided upon on the day, eg. East or South Beach, Botanical Gardens, Rail Trail, Griffiths Island. Our meeting point is outside the Information Centre at 9.30am each Friday, whether it's sunshine, gusty winds or rain for anyone who is keen. Because of restrictions along some routes, unfortunately dogs are not permitted.

The group not only enjoys the exercise, but it's a great opportunity for a social get-together, coffee and a chat after each walk. We also meet for dinner or lunch at least once a year.

Apart from the Port Fairy Community House annual membership fee of \$10, there are no other associated costs to belong to the Heart Foundation Walking Group. Regular communications from The Australian Heart Foundation are sent to registered walkers who choose to receive these. Certificates and vouchers for milestone achievements are also awarded to walkers who have registered for these options. Significant awards were achieved by several members this year with 200, 150, 100 and 50 walks being recognised. Congratulations to all recipients who reached milestones.

Walking Group membership is open to all and the group welcomes new members at any time, so come along and join a great bunch of people who enjoy some light exercise and good company.

PORT FAIRY BEACHCOMBERS

JOHN MILLER
BEACHCOMBERS GROUP LEADER

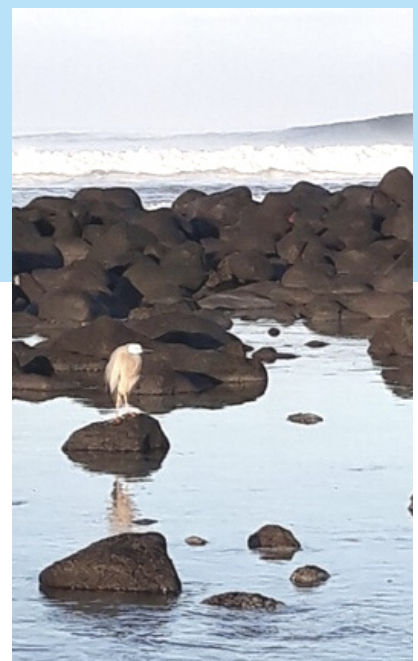


The Port Fairy Beachcombers have had another lovely year on South Beach. Our group of regular Thursday morning ramblers continue to enjoy the delights that the Southern Ocean delivers. There are always birds for company like this White-faced heron just checking out the rockpools for a tasty morsel.

Sometimes we don't find much and just have a lovely walk on the wild beach in the beautiful morning light. But at other times fascinating sea creatures wash up – like the By-the-wind-sailors. Easily recognisable by their navy-blue colour and little diagonal “sail”, they are blown in by the southerly gales and regularly pepper the beach sand.

Other less common animals such as the intriguing “Sea Pickles” are only occasionally seen. They are called “pickles”, but they are not a vegetable at all! They are actually a colony of small animals (each of the bobbles) which drift on the tide and seldom come ashore.

This year a large number turned up for just a couple of days in April which was the first time we have seen them since a similar invasion back in 2018. You have to be there! Come and join us on South Beach on Thursday mornings at 8am every week throughout the year. You will love it.



2021-2022 AT A GLANCE

378

**Financial
Members**

169

**Classes
held**

1415

**Stallholders
over 30
Markets**

9590

**Social
Media
Followers**

523

**Hours of
Venue Hire**

49

**Vaccine
Certificates
Assisted**

54

**Hours of
Playgroup**

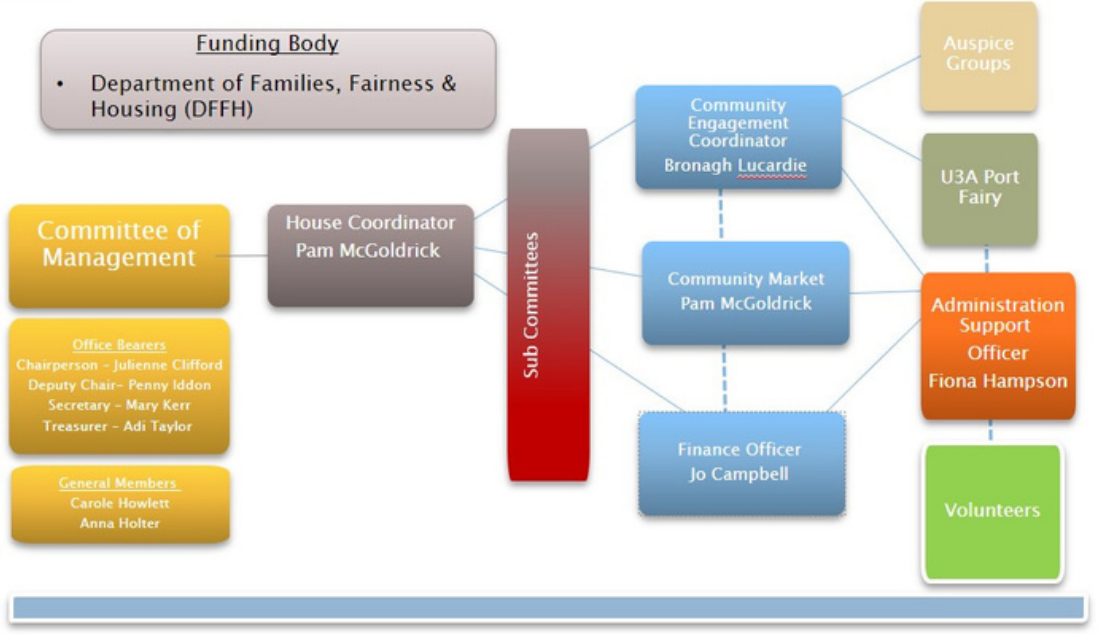
96

**Items fixed at
Repair Cafe**

4

**Chatty Cafes
and 6 Cakes**

PFCH Organisational Chart – 2022



STRATEGIC REVIEW

2020-2024

PFCH STRATEGIC PLAN 2020 - 2024

Our Vision
To provide inclusive social, cultural and educational experience for our community

We measure our effectiveness using the following domains:

- COMMUNITY AND STAKEHOLDER ENGAGEMENT
- LEADERSHIP AND CULTURE
- BEST PRACTICE AND RISK MANAGEMENT

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

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PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2022

	Note	2022 \$	2021 \$
INCOME			
Revenue	13	<u>218,095</u>	<u>231,668</u>
		218,095	231,668
EXPENDITURE			
Depreciation	13	1,186	1,515
Employee benefits expense	13	126,701	104,282
Other expenses	13	<u>44,822</u>	<u>63,591</u>
		172,709	169,387
Result for the year		<u>45,386</u>	<u>62,281</u>
Total Comprehensive income for the year		<u><u>45,386</u></u>	<u><u>62,281</u></u>

The accompanying notes forms part of the financial statements

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
BALANCE SHEET
AS AT 30 JUNE 2022

	Note	2022 \$	2021 \$
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalents	2	298,480	252,965
Trade and other receivables	3	2,109	830
Shares		500	500
TOTAL CURRENT ASSETS		<u>301,089</u>	<u>254,295</u>
NON-CURRENT ASSETS			
Property, plant & equipment	4	2,573	3,759
TOTAL NON-CURRENT ASSETS		<u>2,573</u>	<u>3,759</u>
TOTAL ASSETS		<u>303,662</u>	<u>258,054</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and Other Payables	5	15,903	12,198
Short Term Employee Provisions	6	25,207	29,057
TOTAL CURRENT LIABILITIES		<u>41,110</u>	<u>41,255</u>
Non-Current Liabilities			
Long Term Employee Provisions	6	385	19
TOTAL NON-CURRENT LIABILITIES		<u>385</u>	<u>19</u>
TOTAL LIABILITIES		<u>41,495</u>	<u>41,274</u>
NET ASSETS		<u>262,167</u>	<u>216,780</u>
MEMBERS FUNDS			
Retained surplus		262,167	216,780
TOTAL MEMBERS FUNDS		<u>262,167</u>	<u>216,780</u>

The accompanying notes form part of the financial statements

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022

	Retained Earnings \$	Total \$
Balance at 30 June 2020	154,498	154,498
Comprehensive Result	<u>62,281</u>	<u>62,281</u>
Balance at 30 June 2021	216,780	216,780
Comprehensive Result	<u>45,386</u>	<u>45,386</u>
Balance at 30 June 2022	<u><u>262,167</u></u>	<u><u>262,167</u></u>

The accompanying notes form part of the financial statements

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
 A.B.N. 84 487 973 686
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED 30 JUNE 2022

	Note	2022 \$	2021 \$
Cash Flow From Operating Activities			
Receipts from operating activities		216,253	238,720
Interest received		563	1,090
Payments to suppliers and employees		<u>(171,301)</u>	<u>(170,940)</u>
Net cash provided by/(used in) operating activities	12	<u>45,515</u>	<u>68,870</u>
Net increase/(decrease) in cash held		45,515	68,870
Cash at the beginning of the year		<u>252,965</u>	<u>252,965</u>
Cash at the end of the year	2	<u><u>298,480</u></u>	<u><u>321,835</u></u>

The accompanying notes form part of the financial statements

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.

A.B.N. 84 487 973 686

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

Note 1. Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act 2012 (Vic). The Committee has determined that the Association is not a reporting entity.

The financial statements have been prepared on an accruals basis and is based on historic 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 these financial statements.

(a) Income Tax

The Association is exempt from income tax under Section 50-10 of the Income Tax Assessment Act.

(b) Property, Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses. The carrying amount of plant and equipment is reviewed annually by management to ensure it is not in excess of the recoverable amount from these assets. Depreciation - The depreciable amount of all fixed assets is depreciated on a straight-line basis over their useful lives commencing from the time the asset is held ready for use.

(c) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying value of its tangible and intangible assets to determine whether there is any indication that those assets may be impaired.

(d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the balance sheet. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled, plus related on costs. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits.

(e) Cash and Cash Equivalents

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

(f) Superannuation

As per 'Neighbourhood Houses & Adult Community Education Centres Agreement 2018, Section 18.3; All employees covered by the agreement will receive the Superannuation Guarantee rate for all amounts earned. To avoid doubt no minimum threshold applies. (the current Superannuation Guarantee rate is 10% and will increase in line with the Superannuation Guarantee Act Entitlement.

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

Note 1. Summary of Significant Accounting Policies (cont.)

(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.

(h) Revenue

Revenue from the provision of service is recognised upon the delivery of the service to the client. Interest revenue is recognised on a proportional basis taking into account the interest rate applicable to the financial asset. All revenue is stated net of the amount of GST. Government grants are recognised as revenue when the organisation gains control of the underlying assets. Where grants are reciprocal, revenue is recognised as performance occurs under the grants. Non-reciprocal grants are recognised as revenue when the grant is received or is receivable.

	2022	2021
	\$	\$
Note 2. Cash and cash equivalents		
Cash At Bank	147,351	102,363
Bendigo Term Deposit 1	151,129	150,602
	<u>298,480</u>	<u>252,965</u>

Reconciliation of cash

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

Cash and cash equivalents	<u>298,480</u>	<u>252,965</u>
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Note 3. Receivables

Trade receivables	2,109	830
Provision for impairment	-	-
	<u>2,109</u>	<u>830</u>

Note 4. Property, plant and equipment

Property, plant and equipment at cost	18,118	18,118
less accumulated depreciation	<u>(15,545)</u>	<u>(14,359)</u>
	<u>2,573</u>	<u>3,759</u>

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

	2022	2021
	\$	\$
Note 5. Trade and other payables		
Trade creditors	4,120	996
Superannuation payable	1,964	1,819
Tax payable	1,485	1,485
PAYG payable	8,334	7,898
	<u>15,903</u>	<u>12,198</u>
Note 6. Employee provisions		
Current		
Provision for annual leave	15,043	10,433
Provision for long service leave	10,164	18,624
	<u>25,207</u>	<u>29,057</u>
Non-current		
Provision for long service leave	<u>385</u>	<u>19</u>
	<u>25,592</u>	<u>29,076</u>

Note 7. Events after the balance sheet date

The Committee is not aware of any events which have occurred subsequent to the balance date which would materially effect the financial statement at 30 June 2022.

Note 8. Contingent liabilities

The Association is not aware of any contingent liabilities as at 30 June 2022, nor have any liens, guarantees or security been provided by the Association to third parties.

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

Note 9. Capital & leasing commitments

The Association is not aware of any capital or leasing commitments as at 30 June 2022.

Note 10. Related party transactions

The Association did not enter into any contracts with any member of the Board.

	2022	2021
	\$	\$
Note 11. Government funding		
DHHS	89,596	86,909
	<u>89,596</u>	<u>86,909</u>
Note 12. Cash flow information		
Operations with surplus from ordinary activities		
Net result for year	45,386	62,281
Non-cash flows in profit from ordinary activities:		
Depreciation	1,186	1,515
Changes in assets & liabilities		
(Increase)/decrease in receivables	(1,279)	8,142
Increase/(decrease) in payables	3,705	(2,140)
Increase/(decrease) in employee provisions	<u>(3,484)</u>	<u>(929)</u>
	<u>45,515</u>	<u>68,869</u>

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

Note 13. Detailed Income Statement for the year ended 30 June 2022

	2022	2021
	\$	\$
Income		
Adult education fees	26,981	17,089
Donations	2,473	1,765
Government funding	89,596	86,909
Grants	3,955	23,350
House hire	8,090	3,073
Insurance claim	-	1,873
Interest received	563	1,090
JobKeeper	-	31,500
Market stall rents	53,353	44,926
Membership	3,614	3,264
Sales	670	1,830
Victorian Business Support grant	28,800	15,000
Total income	<u>218,095</u>	<u>231,668</u>
Expenses		
Other Expenses		
Advertising	1,995	-
Accounting & consultancy fees	3,281	1,848
Catering	1,306	467
Charitable contributions	-	700
Computer software	140	1,367
Contract labour	16,169	8,761
Cleaning	239	146
Electricity	1,313	1,689
Gardening	2,088	3,613
Gifts	185	133
Grant expenditure	-	10,000
Groceries	294	139
Insurance	759	700
Office equipment	3,497	1,496
Office expenses	1,315	862
Repairs & maintenance	3,314	14,856
Security	528	2,954
Subscriptions & levies	1,344	1,491
Sundry expenses	2,725	8,497
Telephone	3,426	2,745
Workcover	904	1,126
Total Other Expenses	<u>44,822</u>	<u>63,591</u>

PORT FAIRY COMMUNITY HOUSE

PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2022

Note 13. Detailed Income Statement for the year ended 30 June 2022 (cont.)

	2022	2021
Employee Benefits Expense		
Wages	117,040	116,488
Superannuation	11,704	10,101
Leave provision movement	(3,483)	(1,409)
Portable long service leave	1,440	2,146
ATO cash boost stimulus	-	(23,044)
Total Employee Benefits Expense	<u>126,701</u>	<u>104,282</u>
Depreciation Expense		
Depreciation - property, plant & equipment	1,186	1,515
Total Depreciation Expense	<u>1,186</u>	<u>1,515</u>
TOTAL EXPENSES	<u>172,709</u>	<u>169,387</u>
Current year surplus/(loss)	<u>45,386</u>	<u>62,281</u>

PORT FAIRY COMMUNITY HOUSE

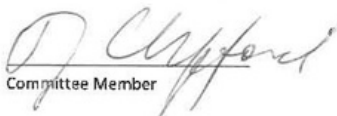
PORT FAIRY COMMUNITY GROUP INC.
A.B.N. 84 487 973 686
STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED 30 JUNE 2022

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 prescribed in Note 1 to the financial statements.

In the opinion of the committee the financial report:

1. Presents a true and fair view of the financial position of Port Fairy Community Group Inc. as at 30 June 2021 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that Port Fairy Community Group Inc. will be able to pay its debts as and when they fall due.

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


Committee Member

Dated in Port Fairy on: 5/10/2022

MH | **McLAREN HUNT**
AUDIT AND ASSURANCE

5 October 2022

Ms Pam Grendon
Chairperson
Port Fairy Community House
PO Box 136
PORT FAIRY VIC 3284

Dear Pam,

The purpose of this correspondence is to bring to your attention matters arising from the financial review of the Port Fairy Community House for the year ended 30 June 2022.

The financial review is designed to enable us to express an opinion on the annual financial report. It does not constitute a complete examination of all relevant data and was not designed to uncover all processing errors and therefore may not have detected all breaches and irregularities that could have occurred.

We can confirm that we did not encounter any specific issues during the course of our review that we believe should be brought your attention for the year ended 30 June 2022.

The status of prior year issues is noted below:

Accounts Receivable

There are currently credits sitting in the accounts receivable balance that relate to either overpayments of invoices raised, or refunds/credit notes posted. Amounts due to be returned should be paid and cleared on a timely basis. In the event that debtors have prepaid accounts, these amounts should be reclassified at year end as a liability outstanding.

Current Status: Issue resolved, credit amounts have been cleared.

If you have any queries regarding the above issue, please let me know.

Yours sincerely


N.L. MCLEAN
PARTNER

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