

Financial Statements 2022 Income Tax Year

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PKF Hamilton Limited

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THE WAIKATO SOCIETY OF POTTERS INC. FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022



Tudor Garden, Hamilton Gardens

Annual Report

The Waikato Society of Potters Inc
For the year ended 31 March 2022

Prepared by PKF Hamilton Limited

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Compilation Report

The Waikato Society of Potters Inc For the year ended 31 March 2022

Compilation Report to the Directors of Waikato Society of Potters.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Waikato Society of Potters for the year ended 31 March 2022.

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

Responsibilities

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

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

No Audit or Review Engagement Undertaken

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

Independence

We have no involvement with Waikato Society of Potters other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Signed by:



729F8EC1849F54CA

Director

PKF Hamilton Limited

1026 Victoria Street

Hamilton

Entity Information

The Waikato Society of Potters Inc For the year ended 31 March 2022

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

Legal Name of Entity

Waikato Society of Potters

Entity Type and Legal Basis

Incorporated Society & Registered Charity

Registration Number

CC52647

Entity's Purpose or Mission

Waikato Society of Potters aims to

- Promote and encourage education and involvement in pottery and the ceramic arts.
- To facilitate the uptake and practice of pottery and the ceramic arts by people of all ages and abilities in the wider community.
- To provide education at all levels on subjects connected with clay-work, as well as providing facilities and resources, holding classes, workshops and being involved in public events.
- To educate the public, promote interest in the art of ceramics.
- To support emerging potters by holding and facilitating exhibitions including by holding an annual Waikato Society of Potters exhibition within Hamilton.
- To advance ceramic education by sharing knowledge, resources and facilities with other organisations.

Entity Structure

The Waikato Society of Potters is a volunteer organisation led by an elected committee with managerial administration provided by an a paid employee who is also employed as a managerial assistant. The elected committee comprises president, vice-president, secretary and treasurer.

Main Sources of Entity's Cash and Resources

Membership subscriptions, tuition fees and grants.

Main Methods Used by Entity to Raise Funds

Memberships, class fees and grants.

Entity's Reliance on Volunteers and Donated Goods or Services

There is a heavy reliance on volunteers for most aspects of operation of the society.

Additional Information

Reliant on premises provided by Hamilton City Council at community rental rates.

Physical Address

Studio 1, Ward Park Art Centre
2 Seddon Road
Hamilton, New Zealand

Postal Address

PO Box 9299
Waikato Mail Centre
Hamilton 3240

Approval of Financial Report

The Waikato Society of Potters Inc For the year ended 31 March 2022

The elected committee is pleased to present the approved financial report including the historical financial statements of Waikato Society of Potters for year ended 31 March 2022.

APPROVED

Signed by:

4190AF8C82DAC82D

President - Therese May

Date 23/05/2022

Signed by:

C789BA0C873122A3

Treasurer - Sarah Lee

Date 23/05/2022

Statement of Service Performance

The Waikato Society of Potters Inc For the year ended 31 March 2022

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

Description of Entity's Outcomes

The mission is to promote and encourage education and involvement in pottery and the ceramic arts. Thus the outcomes can be divided into a few different categories like members, outreach units, educational units and Otago polytechnic students. The learning at local level is in the form of classes but the society also provides premises and tutors for Otago poly-tech for tertiary diploma in ceramic arts.

	2022	2021
Description and Quantification of the Entity's Outputs		
WSP financial members	413	402
Otago Polytechnic Satellite Students working towards a tertiary qualification in ceramics	7	7
Community Outreach Units, Open Day and Contribution to Local Exhibitions and Demonstrations	2,742	3,594
Educational Units	2,025	4,519

Description and Quantification of the Entity's Outputs

Stated below are further descriptions to entity's outcomes:-

- WSP financial members - paid memberships each year.
- Otago Polytechnic Students - Otago Polytechnic Satellite Students working towards a tertiary qualification in ceramics
- Educational Units - a single lesson provided to a single individual.
- Besides the above Community Outreach Units we also held online events in the face of so many physical events being cancelled or postponed. We continue to encourage and support high levels of participation in clay/ceramic skills by the general community.

Due to the ongoing effects of Covid restrictions and lockdowns our classes as well as all Community Outreach programmes have been significantly reduced for the second year running. Likewise many community groups who traditionally were regular users of our facilities such as kura, schools and homeschool families have stayed away.

We have decided not to offer mini term classes and the second stream for the practical diploma modules in 2022 due to the uncertainty and logistics faced in reshuffling so many students in the Covid climate.

Both our annual exhibition and open days were postponed but have managed to go ahead in the April/May 2022.

Additional Output Measures

- Working with Hamilton/Waikato Schools, firing hundreds of pieces for multiple classes
- Providing special classes and school holiday sessions
- Working with at risk youth via Oranga Tamariki
- Working with Te Aho o Te Kura Pounamu
- Working with Te Kura Kaupapa - providing art experience in Maori & bilingual schools
- Facilitated corporate team building and social events for various organisations

Additional Information

- Waikato Society of Potters premises and equipment is also used by other community & educational groups from kindergarten to clubs. The significant contribution to Hamilton Community is recognised by Hamilton City Council by providing premise lease at community arts rates.
- Community Outreach such as 'Play with Clay' is attended by a high number of welfare dependent/ disabled, immigrant involvements and home school families of all ages by about 15 different nationalities including Maori, Pasifika, Russian, Chinese, Indian, Korean, Spanish and a variety of Europeans.

Statement of Financial Performance

The Waikato Society of Potters Inc
For the year ended 31 March 2022

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

	NOTES	2022	2021
Revenue			
Donations, fundraising and other similar revenue	1	29,216	10,514
Revenue from providing goods or services	1	196,728	204,918
Interest, dividends and other investment revenue	1	203	499
Other revenue	1	24,157	26,481
Total Revenue		250,303	242,412
Expenses			
Volunteer and employee related costs	2	76,664	46,221
Costs related to providing goods or services	2	89,254	119,799
Other expenses	2	21,590	22,760
Total Expenses		187,508	188,780
Surplus/(Deficit) for the Year		62,794	53,633

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

Statement of Financial Position

The Waikato Society of Potters Inc
As at 31 March 2022

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

	NOTES	31 MAR 2022	31 MAR 2021
Assets			
Current Assets			
Bank accounts and cash	3	148,087	98,644
Debtors and prepayments	3	6,461	742
Inventory	3	11,044	5,974
Total Current Assets		165,592	105,360
Non-Current Assets			
Property, Plant and Equipment	4	42,868	42,659
Investments	3	28,115	27,981
Total Non-Current Assets		70,983	70,640
Total Assets		236,575	176,000
Liabilities			
Current Liabilities			
Creditors and accrued expenses	5	8,317	10,803
Total Current Liabilities		8,317	10,803
Total Liabilities		8,317	10,803
Total Assets less Total Liabilities (Net Assets)		228,258	165,197
Accumulated Funds			
Accumulated surpluses or (deficits)	6	228,258	165,197
Total Accumulated Funds		228,258	165,197

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

Statement of Cash Flows

The Waikato Society of Potters Inc
For the year ended 31 March 2022

'How the entity has received and used cash'

	2022	2021
Statement of Cash Flows		
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	29,216	10,514
Receipts from providing goods and services	190,262	205,376
Interest, dividends and other investment receipts	24,023	35
Fees, subscriptions and other receipts from members	69	19,424
GST	1,974	1,373
Total Cash was received from	245,544	236,722
Cash was applied to		
Payments to suppliers and employees	(191,396)	(178,812)
GST	-	-
Total Cash was applied to	(191,396)	(178,812)
Total Cash Flows from Operating Activities	54,148	57,910
Cashflow from Investing and Financing Activities		
Cash was received from		
Receipt from the sale of property, plant and equipment	435	196
Receipt from maturity of term deposits	-	-
Total Cash was received from	435	196
Cash was applied to		
Payments to acquire property, plant and equipment	(5,140)	-
Total Cash was applied to	(5,140)	-
Total Cashflow from Investing and Financing Activities	(4,705)	196
Net Increase/Decrease in Cash	49,443	58,106
Cash and cash equivalents at the beginning of the period	98,644	40,538
Cash and cash equivalents at end of period	148,087	98,644
Net Change in Cash for Period	49,443	58,106

Statement of Accounting Policies

The Waikato Society of Potters Inc For the year ended 31 March 2022

'How did we do our accounting?'

Basis of Preparation

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

Goods and Services Tax (GST)

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

Income Tax

Waikato Society of Potters is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

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

Changes in Accounting Policies

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

Notes to the Performance Report

The Waikato Society of Potters Inc For the year ended 31 March 2022

	2022	2021
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Received	1,664	984
Fundraising	-	30
Grants	27,552	9,500
Total Donations, fundraising and other similar revenue	29,216	10,514
Revenue from providing goods or services		
Classes Income - Diploma Visiting Students	-	6,087
Classes Income - Otago Polytech	18,916	19,519
Classes Income - WSP	72,629	66,634
Clay Sales	19,840	37,329
COVID -19 Support Payments	12,100	-
Equipment Hire	146	17
Exhibitions - Sales	135	2,366
Gift Voucher	435	293
Glaze Materials - Sales	51	193
Kiln Hire - Firing	30,436	29,793
Pottery Tool Sales	441	435
Special Events & Conference Income	-	13,067
Subscriptions - Membership	19,917	16,012
Workshops	18,663	12,389
Workshops - Schools & Community Organisations	1,117	583
Workshops - Corporate Event or Private Booking	1,902	201
Total Revenue from providing goods or services	196,728	204,918
Interest, dividends and other investment revenue		
Interest Received	203	499
Total Interest, dividends and other investment revenue	203	499
Other revenue		
Depreciation Recovered	134	66
Studio Use	12,023	14,699
Wage Subsidy Received	12,000	11,716
Total Other revenue	24,157	26,481
Total Income	250,303	242,412

2022 2021

2. Analysis of Expenses

Volunteer and employee related costs

Wages	76,664	46,221
Total Volunteer and employee related costs	76,664	46,221

Costs related to providing goods or services

Opening Stock	5,974	4,035
Class Catering	299	388
Classes Costs - Otago Polytech	6,096	7,544
Classes Costs - WSP	31,187	24,543
Cleaning	2,453	3,620
Costs of Clay	22,610	36,826
Diploma Coordinator	2,370	1,922
Electricity - Kilns & Studio	6,727	8,174
Exhibition - Member Payouts	110	2,366
Exhibition Costs	761	761
Gas - Kilns & Studio Heating	2,667	2,246
Housekeeping	2,597	2,164
Kiln Tech Assistant	87	679
Kiln Technician	550	4,673
Pottery Tools Purchase	191	106
Purchases	2,380	3,985
Photography/archiving	960	-
Repairs & Maintenance - Kilns & Studio	2,218	8,519
Social Activities	218	303
Special Event & Conference Expenses	-	6,285
Studio Equipment	380	2,915
Workshop Expenses	9,464	3,721
Closing Stock	(11,044)	(5,974)
Total Costs related to providing goods or services	89,254	119,799

Other expenses

ACC Levies	202	130
Administration Assistant	248	575
Administration Fees	216	210
Advertising	-	693
Bank Fees	20	5
Computer Expense	-	700
Depreciation	4,896	5,073
General Expenses	749	595
Insurance	2,393	2,580
Printing & Stationery	454	702
Professional Fees	2,400	2,794
Rent	1,954	2,160
Stripe Fees	1,908	924

Subscriptions, Licenses & Fees	1,680	1,614
Telephone & Internet	1,862	1,565
Treasurer Invoices	2,000	2,000
Web Management & Marketing	610	440
Total Other expenses	21,590	22,760
Total Expenses	187,508	188,780
	2022	2021

3. Analysis of Assets

Current Assets

Bank accounts and cash

Westpac Cheque Account	147,080	98,053
Westpac - 001 Debit Card	1,008	591
Total Bank accounts and cash	148,087	98,644

Debtors and prepayments

Accounts Receivable	6,461	742
Total Debtors and prepayments	6,461	742

Inventory

Stock on Hand	11,044	5,974
Total Inventory	11,044	5,974

Non-Current Assets

Investments

Westpac Term Deposit - 0005	15,308	15,236
Westpac Term Deposit - 0010	12,807	12,746
Total Investments	28,115	27,981

2022 2021

4. Property, Plant and Equipment

Pottery Equipment

Opening Carrying Amount	42,659	47,861
Purchases	5,140	-
Sales/ Disposals	(435)	(196)
Current Year Depreciation	(4,896)	(5,073)
Capital Gains on Sale of Assets	267	-
Depreciation Recovered	133	67
Total Pottery Equipment	42,868	42,659

Total Property, Plant and Equipment 42,868 42,659

2022 2021

5. Analysis of Liabilities

Creditors and accrued expenses

Accounts Payable	4,829	8,294
GST	3,488	2,509
Total Creditors and accrued expenses	8,317	10,803

Significant Donated Assets Recorded

Eight years ago there was a generous donation of pottery wheels.

A significant donation of \$10,000 was received in June 2016 and was used for purchasing equipment.

2022 2021

6. Accumulated Funds

Accumulated Funds

Opening Balance	165,197	111,564
Accumulated surpluses or (deficits)	63,061	53,633
Total Accumulated Funds	228,258	165,197
Total Accumulated Funds	228,258	165,197

7. Commitments

There are no commitments as at 31 March 2022 (Last Year: Nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2022 (Last Year: Nil).

9. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last Year: Nil).

10. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

Chartered Accountants and Business Advisers

PKF HAMILTON

1026 VICTORIA STREET
PO BOX 187
WAIKATO MAIL CENTRE
HAMILTON 3240

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THE WAIKATO SOCIETY OF POTTERS INC.

DOCUMENTS TO SIGN

FOR THE YEAR ENDED 31 MARCH 2022

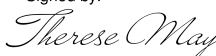


Approval of Financial Report

The Waikato Society of Potters Inc For the year ended 31 March 2022

The elected committee is pleased to present the approved financial report including the historical financial statements of Waikato Society of Potters for year ended 31 March 2022.

APPROVED

Signed by:

4190AF8C82DAC82D

President - Therese May

Date 23/05/2022

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Treasurer - Sarah Lee

Date 23/05/2022