



WAIKATO SOCIETY OF POTTERS INC.

Financial Statements

YEAR ENDED 31 MARCH 2018

Audit | Tax | Advisory

BDO

Annual Report

The Waikato Society of Potters Inc
For the year ended 31 March 2018

Prepared by BDO Waikato Limited

Contents

3	Compilation Report
4	Entity Information
6	Approval of Financial Report
7	Statement of Service Performance
8	Statement of Receipts and Payments
9	Statement of Resources and Commitments
11	Statement of Accounting Policies
12	Notes to the Performance Report

Compilation Report

The Waikato Society of Potters Inc For the year ended 31 March 2018 Cash Basis

Compilation Report to the Committee of The Waikato Society of Potters Inc.

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 The Waikato Society of Potters Inc for the year ended 31 March 2018.

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 that 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 The Waikato Society of Potters Inc 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.

BDO Waikato Limited
Chartered Accountants
Hamilton

Dated:

Entity Information

The Waikato Society of Potters Inc For the year ended 31 March 2018 Cash Basis

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

Legal Name of Entity

The Waikato Society of Potters Inc

Entity Type and Legal Basis

Incorporated Society & Registered Charity

Registration Number

CC 52647

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 independent contractor. 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 2018
Cash Basis

The elected committee is pleased to present the approved financial report including the historical financial statements of The Waikato Society of Potters Inc for year ended 31 March 2018.

APPROVED

President - Caryl Ginever

Date

Treasurer - Sylvia Sinel

Date

Statement of Service Performance

The Waikato Society of Potters Inc
For the year ended 31 March 2018
Cash Basis

'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, 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.

	2018	2017
Description and Quantification of the Entity's Outputs		
WSP Financial Members	232	197
Otago Polytechnic Students	10	6
Community Outreach Units	2,600	2,000
Educational Units	2,400	1,900

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 doing a full year course of study.
- Educational Units - a single lesson provided to a single individual.
- Besides the above four there are also exhibitions which means a successful open day, contributions to local exhibitions, demonstrations. Our own regional exhibition, rotational involvement in national exhibit as well as high participation in clay art skills by the general community.

Additional Output Measures

Otago polytechnic Ceramics Diploma Students studying at the Waikato Society of Potters received five of the six awards in 2015 National Student Ceramics competition.

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 Russian, Chinese, Indian, Korean, Spanish and a variety of Europeans.

Statement of Receipts and Payments

The Waikato Society of Potters Inc
For the year ended 31 March 2018

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

	NOTES	2018	2017
Operating Receipts			
Donations, fundraising and other similar revenue	1	305	10,041
Receipts from providing goods or services	1	133,620	106,969
Interest, dividends and other investment receipts	1	2,118	1,828
Other operating receipts	1	16,544	-
Total Operating Receipts		152,587	118,838
Operating Payments			
Payments relating to providing goods or services	2	128,740	89,305
Other operating payments	2	11,568	8,350
Total Operating Payments		140,308	97,656
Operating Surplus or (Deficit)		12,279	21,182
Capital Receipts			
Receipts from sale of resources	3	29,280	8,145
Receipts from borrowings	3	3,174	2,744
Total Capital Receipts		32,454	10,889
Capital Payments			
Purchase of resources	3	45,485	20,506
Repayment of borrowings	3	4,055	4,526
Total Capital Payments		49,540	25,031
Increase/(Decrease) in Bank Accounts and Cash		(4,807)	7,040
Cash Balances			
Cash and cash equivalents at beginning of period		24,744	17,704
Cash and cash equivalents at end of period		19,937	24,744
Net change in cash for period		(4,807)	7,040

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 Resources and Commitments

The Waikato Society of Potters Inc
For the year ended 31 March 2018

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

	2018	2017
Bank Accounts and Cash		
Bank and cash/(bank overdraft)	20,423	24,744
Total Bank Accounts and Cash	20,423	24,744
	2018	2017
Other Resources		
Current		
Inventory		
Stock on Hand	1,470	1,475
Total Inventory	1,470	1,475
Other Current Assets		
GST	699	-
Total Other Current Assets	699	-
Total Current	2,169	1,475
Non Current		
Property, Plant and Equipment		
Pottery Equipment	69,643	57,250
Less: Provision for Depreciation	(33,238)	(31,516)
Total Property, Plant and Equipment	36,406	25,733
Investments	71,480	69,413
Total Non Current	107,885	95,146
Total Other Resources	110,055	96,621
	2018	2017
Commitments		
Current		
Creditors and Accrued Expenses		
GST	-	881
Total Creditors and Accrued Expenses	-	881
Total Current	-	881
Total Commitments	-	881

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

	2018	2017
Equity		
Opening Balance	120,484	101,219
Current year earnings	9,995	19,264
Total Equity	130,478	120,484

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 Accounting Policies

The Waikato Society of Potters Inc

For the year ended 31 March 2018

Cash Basis

'How did we do our accounting?'

Basis of Preparation

The entity is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

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

The Waikato Society of Potters Inc 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 Receipts and Payments 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 2018

	2018	2017
1. Analysis of Receipts		
Donations, fundraising and other similar receipts		
Donations Received	305	10,041
Total Donations, fundraising and other similar receipts	305	10,041
Receipts from providing goods or services		
Classes Income - Otago Polytech	13,972	12,496
Classes Income - WSP	40,215	37,379
Clay Sales	13,978	8,574
Exhibitions	1,990	2,018
Grants	7,600	1,000
Kiln Hire	22,192	17,517
Open Day Sales	1,135	1,001
Rent Received	3,417	5,983
Studio Use	14,531	8,645
Subscriptions	9,274	9,030
Workshops	5,315	3,325
Total Receipts from providing goods or services	133,620	106,969
Interest, dividends and other investment receipts		
Interest Received	2,118	1,828
Total Interest, dividends and other investment receipts	2,118	1,828
Other receipts		
Depreciation Recovered	374	-
Equipment Sales	16,544	-
Total Other receipts	16,917	-
	2018	2017

2. Analysis of Payments

Payments relating to providing goods or services

Administration Fees	28,151	27,915
Advertising	2,488	1,686
Classes Costs - Otago Polytech	5,117	5,362
Classes Costs - WSP	30,083	23,824
Closing Stock	(1,470)	(1,475)
Costs of Clay	14,335	8,876
Electricity	1,384	3,634
Exhibition Costs	2,609	2,149
Gas - Kilns	6,534	3,456
Gas - Studio Heating	794	706
Open Day Expense	-	259
Opening Stock	1,475	1,002

Purchases	16,836	2,109
Rent	1,938	1,938
Repair & Maintenance - Studio	782	2,492
Repairs & Maintenance - Kiln	10,563	1,646
Repairs & Maintenance - Other	4,106	1,639
Workshop Expenses	3,017	2,087
Total Payments relating to providing goods or services	128,740	89,305

Other operating payments

Accounting Fees	1,770	1,648
Bank Fees	448	-
Depreciation	2,832	1,918
General Expenses	2,647	2,937
Income Tax Expense	-	(744)
Insurance	2,203	1,713
Printing & Stationery	1,681	917
Sponsorship	652	261
Subscriptions, Licenses & Fees	643	515
Telephone	1,523	1,103
Total Other operating payments	14,400	10,268

2018 2017

3. Capital Receipts & Payments

Property, Plant and Equipment

Opening Balance	25,733	22,491
Pottery Equipment	12,394	5,160
Less: Provision for Depreciation	(1,721)	(1,918)
Total Property, Plant and Equipment	36,406	25,733

Investments

Opening Balance	69,413	62,685
Westpac Term Deposit - 0003	521	461
Westpac Term Deposit - 0005	416	400
Westpac Term Deposit - 0006	821	694
Westpac Term Deposit - 0009	-	(6,283)
Westpac Term Deposit - 0010	310	11,456
Total Investments	71,480	69,413

Other Assets

Opening Balance	1,475	1,002
Stock on Hand	(5)	473
Total Other Assets	1,470	1,475

	2018	2017
Loans Received		
Opening Balance	-	411
Accounts Payable	-	(411)
Total Loans Received	-	-
Other Liabilities		
Opening Balance	881	2,252
GST	(1,580)	(627)
Provision for Income Tax	-	(744)
Total Other Liabilities	(699)	881
Equity		
Opening Balance	120,484	101,219
Current year earnings	9,995	19,264
Total Equity	130,478	120,484

Significant Donated Assets Recorded

Five 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 new pottery equipment.

4. Related Parties

There were no transactions involving related parties during the financial year.

5. 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).