

Financial Statements 2023 Income Tax Year

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right size
right solutions

PKF Hamilton Limited

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THE WAIKATO SOCIETY OF POTTERS INC

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023



Annual Report

The Waikato Society of Potters Inc
For the year ended 31 March 2023

Prepared by PKF Hamilton Limited

Contents

3	Compilation Report
4	Entity Information
6	Approval of Financial Report
7	Statement of Service Performance
8	Statement of Financial Performance
9	Statement of Financial Position
10	Statement of Cash Flows
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 2023

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 2023.

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:



D99210E440B7729C

Director

PKF Hamilton Limited
1026 Victoria Street
Hamilton

Entity Information

The Waikato Society of Potters Inc For the year ended 31 March 2023

'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 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 2023

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 2023.

APPROVED

Therese May

President - Therese May

Date 23/5/23

Signed by:

CCBA8699DC012F7C

Treasurer - Sarah Lee

Date 23/05/2023

Statement of Service Performance

The Waikato Society of Potters Inc For the year ended 31 March 2023

'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.

	2023	2022
Description and Quantification of the Entity's Outputs		
WSP financial members	353	413
Otago Polytechnic Satellite Students working towards a tertiary qualification in ceramics	8	7
Community Outreach Units, Open Day and Contribution to Local Exhibitions and Demonstrations	3,975	2,742
Educational Units	3,678	2,025

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.
- We continue to encourage and support high levels of participation in clay/ceramic skills by the general community.

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 2023

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

	NOTES	2023	2022
Revenue			
Donations, fundraising and other similar revenue	1	11,434	29,216
Revenue from providing goods or services	1	194,601	196,728
Interest, dividends and other investment revenue	1	1,580	203
Other revenue	1	22,670	24,157
Total Revenue		230,285	250,303
Expenses			
Volunteer and employee related costs	2	95,303	76,664
Costs related to providing goods or services	2	109,731	89,254
Other expenses	2	22,749	21,590
Total Expenses		227,783	187,508
Surplus/(Deficit) for the Year		2,502	62,794

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 2023

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

	NOTES	31 MAR 2023	31 MAR 2022
Assets			
Current Assets			
Bank accounts and cash	3	155,862	148,087
Debtors and prepayments	3	1,782	6,461
Inventory	3	10,159	11,044
Total Current Assets		167,803	165,592
Non-Current Assets			
Property, Plant and Equipment	4	43,783	42,868
Investments	3	28,498	28,115
Total Non-Current Assets		72,281	70,983
Total Assets		240,084	236,575
Liabilities			
Current Liabilities			
Creditors and accrued expenses	5	9,324	8,317
Total Current Liabilities		9,324	8,317
Total Liabilities		9,324	8,317
Total Assets less Total Liabilities (Net Assets)		230,760	228,258
Accumulated Funds			
Accumulated surpluses or (deficits)	6	230,760	228,258
Total Accumulated Funds		230,760	228,258

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 2023

'How the entity has received and used cash'

	2023	2022
Statement of Cash Flows		
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	11,434	29,216
Receipts from providing goods and services	199,890	190,262
Interest, dividends and other investment receipts	22,670	24,023
Fees, subscriptions and other receipts from members	1,197	69
GST	(2,180)	1,974
Total Cash was received from	233,011	245,544
Cash was applied to		
Payments to suppliers and employees	(219,237)	(191,396)
Total Cash was applied to	(219,237)	(191,396)
Total Cash Flows from Operating Activities	13,775	54,148
Cashflow from Investing and Financing Activities		
Cash was received from		
Receipt from the sale of property, plant and equipment	-	435
Total Cash was received from	-	435
Cash was applied to		
Payments to acquire property, plant and equipment	(6,000)	(5,140)
Total Cash was applied to	(6,000)	(5,140)
Total Cashflow from Investing and Financing Activities	(6,000)	(4,705)
Net Increase/Decrease in Cash	7,775	49,443
Cash and cash equivalents at the beginning of the period	148,087	98,644
Cash and cash equivalents at end of period	155,862	148,087
Net Change in Cash for Period	7,775	49,443

Statement of Accounting Policies

The Waikato Society of Potters Inc For the year ended 31 March 2023

'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 2023

	2023	2022
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Received	1,286	1,664
Fundraising	203	-
Grants	9,944	27,552
Total Donations, fundraising and other similar revenue	11,434	29,216
Revenue from providing goods or services		
Artist in Residence overheads	226	-
Classes Income - Otago Polytech	14,402	18,916
Classes Income - WSP	66,434	72,629
Clay Sales	26,571	19,840
COVID -19 Support Payments	4,522	12,100
Equipment Hire	220	146
Exhibitions - Sales	6,931	135
Gift Voucher	378	435
Glaze Materials - Sales	133	51
Kiln Hire - Firing	36,217	30,436
Pottery Tool Sales	324	441
Subscriptions - Membership	16,600	19,917
Workshops	15,083	18,663
Workshops - Schools & Community Organisations	2,827	1,117
Workshops - Corporate Event or Private Booking	3,734	1,902
Total Revenue from providing goods or services	194,601	196,728
Interest, dividends and other investment revenue		
Interest Received	1,580	203
Total Interest, dividends and other investment revenue	1,580	203
Other revenue		
Depreciation Recovered	-	134
Equipment Sales	725	-
Studio Use	21,945	12,023
Wage Subsidy Received	-	12,000
Total Other revenue	22,670	24,157
Total Income	230,285	250,303

2023

2022

2. Analysis of Expenses

Volunteer and employee related costs

Wages	95,303	76,664
Total Volunteer and employee related costs	95,303	76,664

Costs related to providing goods or services

Opening Stock	11,044	5,974
Class Catering	357	299
Classes Costs - Otago Polytech	4,813	6,096
Classes Costs - WSP	28,708	31,187
Cleaning	5,600	2,453
Costs of Clay	22,128	22,610
Diploma Coordinator	794	2,370
Electricity - Kilns & Studio	7,696	6,727
Exhibition - Member Payouts	6,931	110
Exhibition Costs	1,911	761
Gas - Kilns & Studio Heating	2,556	2,667
Housekeeping	2,909	2,597
Kiln Tech Assistant	-	87
Kiln Technician	-	550
Open Day Expense	391	-
Pottery Tools Purchase	400	191
Purchases	3,389	2,380
Photography/archiving	93	960
Repairs & Maintenance - Kilns & Studio	6,724	2,218
Social Activities	43	218
Studio Equipment	1,478	380
Workshop Expenses	11,925	9,464
Closing Stock	(10,159)	(11,044)
Total Costs related to providing goods or services	109,731	89,254

Other expenses

ACC Levies	310	202
Administration Assistant	-	248
Administration Fees	205	216
Advertising	6	-
Bank Fees	10	20
Computer Expense	652	-
Depreciation	5,080	4,896
General Expenses	667	749
Insurance	2,497	2,393
Loss on Sales of Fixed Assets	5	-
Printing & Stationery	392	454
Professional Fees	2,640	2,400
Rent	2,131	1,954

Stripe Fees	1,974	1,908
Subscriptions, Licenses & Fees	1,544	1,680
Telephone & Internet	1,600	1,862
Treasurer Invoices	2,000	2,000
Staff Training	855	-
Web Management & Marketing	180	610
Total Other expenses	22,749	21,590
Total Expenses	227,783	187,508
	2023	2022

3. Analysis of Assets

Current Assets

Bank accounts and cash

Westpac Cheque Account	155,089	147,080
Westpac - 001 Debit Card	773	1,008
Total Bank accounts and cash	155,862	148,087

Debtors and prepayments

Accounts Receivable	1,782	6,461
Total Debtors and prepayments	1,782	6,461

Inventory

Stock on Hand	10,159	11,044
Total Inventory	10,159	11,044

Non-Current Assets

Investments

Westpac Term Deposit - 0005	15,532	15,308
Westpac Term Deposit - 0010	12,966	12,807
Total Investments	28,498	28,115

2023 2022

4. Property, Plant and Equipment

Pottery Equipment

Opening Carrying Amount	42,868	42,659
Purchases	6,000	5,140
Sales/ Disposals	-	(435)
Current Year Depreciation	(5,080)	(4,896)
Capital Gain / (Loss) on Sale of Assets	(5)	267
Depreciation Recovered	-	134
Total Pottery Equipment	43,783	42,868
Total Property, Plant and Equipment	43,783	42,868

2023 2022

5. Analysis of Liabilities

Creditors and accrued expenses

Accounts Payable	7,409	4,829
GST	1,915	3,488
Total Creditors and accrued expenses	9,324	8,317

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.

2023 2022

6. Accumulated Funds

Accumulated Funds

Opening Balance	228,258	165,197
Accumulated surpluses or (deficits)	2,502	63,061
Total Accumulated Funds	230,760	228,258
Total Accumulated Funds	230,760	228,258

7. Commitments

There are no commitments as at 31 March 2023 (Last Year: Nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2023 (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

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THE WAIKATO SOCIETY OF POTTERS INC

DOCUMENTS TO SIGN

FOR THE YEAR ENDED 31 MARCH 2023



Approval of Financial Report

The Waikato Society of Potters Inc For the year ended 31 March 2023

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 2023.

APPROVED

Therese May

President - Therese May

Date 23/5/23

Signed by:

CCBA8699DC012F7C

Treasurer - Sarah Lee

Date 23/05/2023