

Friends of Hamilton Gardens

Performance Report

For the year ended
31 July 2021

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Friends of Hamilton Gardens

Entity Information

For the year ended
31 July 2021

	Legal Name of Entity:	Friends of Hamilton Gardens Incorporated
	Type of Entity and Legal Basis (if any):	Incorporated Society constituted in October 1988
	Registration Number:	CC23690
	Entity's Purpose or Mission: The aims and objectives of the Friends of Hamilton Gardens Inc are to promote public awareness, use and enjoyment of Hamilton Gardens, to raise funds and assist Hamilton City Council with the development of the Gardens. To promote, organise and encourage appropriate events at the Gardens, and promote Hamilton Gardens as a tourist attraction. To conduct such activities as will promote membership of Friends of Hamilton Gardens and support its activities	0 0 750 1626 2000 -643 -643 270 42422 1395 21395 0 0 125 125 0 425 754 5710 954
	Entity Structure: At the Annual General Meeting members of the Friends of Hamilton Gardens Inc. elect an executive committee, which includes a President, Vice President, Past President (ex officio) Secretary, Treasurer, and up to 7 elected members, plus the Director of Hamilton Gardens (ex officio). The committee has the power to co-opt members for specific purposes.	
	Main Sources of the Entity's Cash and Resources: Friends of Hamilton Gardens relies on member subscriptions to cover operating costs. Hamilton City Council pays the Friends of Hamilton Gardens an annual contribution in consideration of the Friends of Hamilton Gardens providing volunteers to attend the Information Centre and carrying out guided tours. In addition the Friends receive 10% of the Information Centre profit from shop sales. The receipts from visitor donation boxes at Hamilton Gardens and member donations are used to support development projects at the Hamilton Gardens. The main fundraising activities for this year are sale of plants propagated at the Gardens, sale of books and preserves	

Required sections are marked with an asterisk "*"

Main Methods Used by the Entity to Raise Funds:

Friends of Hamilton Gardens relies on member subscriptions to cover operating costs. Hamilton City Council pays the Friends of Hamilton Gardens an annual contribution in consideration of the Friends of Hamilton Gardens providing volunteers to attend the Information Centre and carrying out guided tours. In addition the Friends receive 10% of the Information Centre profit from shop sales. The receipts from visitor donation boxes at Hamilton Gardens and member donations are used to support development projects at the Hamilton Gardens. The main fundraising activities are sale of plants propagated at the Gardens, sale of books and preserves

Entity's Reliance on Volunteers and Donated Goods or Services:

Friends of Hamilton Gardens Inc relies on volunteers for the activities and fund raising. The committee members volunteer time to set policy, attend meetings, produce newsletters and the annual journal, organise social events for members, organise fund-raising events, and manage finance. Member volunteers staff the Information Centre at Hamilton Gardens and provide guided tours of the Gardens. Members also work on plant propagation and plant sales, making preserves for sale and other fund raising activities. About 70 members provide the volunteer services at the Information Centre at the Gardens

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Additional Information:

Examples of Community events held at the Hamilton Gardens are Scarecrow Festival for College age children, Matariki Kite day for children, Matariki Breakfast with guest speaker to celebrate Matariki. Examples of fund-raising events are Plant Sales, book sales at Info Centre shop (recipe books, In the Beginning book on Hamilton Garden history, Childrens books), gift voucher packages. Activities and events have been affected by the Covid-19 lockdown, closing the gardens and stopping overseas visitors

Section 3

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Contact details

Physical Address:

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Postal Address:

PO Box 4258 Hamilton

Phone/Fax:

07 838 6782



Friends of Hamilton Gardens Statement of Service Performance

For the year ended
31 July 2021

Description of the Entity's Outcomes:

Services to members include an annual journal, quarterly newsletters, a plant propagating group, a garden club, and a social group with invited guest speakers. Discounts are available to members at selected businesses for garden products. As a Community event the Scarecrow Festival is held at Hamilton Gardens and is a competition for college pupils. Following the Covid-19 virus lockdown the Matariki events and the Medieval Festival, used to promote the development of the Medieval Garden at Hamilton Gardens. Plants grown by the Plant Propagating group were sold at the Hamilton Gardens as a fund-raiser

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	Actual Profit \$ This Year	Actual Profit \$ Last Year
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Description and Quantification of the Entity's Outputs:	Actual Profit \$ This Year	Actual Profit \$ Last Year
Scarecrow Day	149	-643
Behind the Scenes Tours	3780	
Books sold at Information Centre, Hamilton Gardens	240	125
A 'Soup & Buns' event for members	378	425
Medieval Festival	938	-661
Matariki Kite Day	-263	
Gibbs Farm visit	1880	
Gift Voucher Packs	490	
Sale of plants and propagation.	13266	5710
sale of produce and preserves	569	954
Steve Ricard presentation		754

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Required sections are marked with an asterisk "*"

Friends of Hamilton Gardens
Statement of Receipts and Payments
For the year ended
31 July 2021

	Notes	Actual This Year \$		Actual Last Year \$
Operating Receipts				
Fundraising receipts	2	15,088		8,125
Grants and donations	2	214,615		48,638
Fees, subscriptions and other receipts from members	2	24,557		17,599
Receipts from providing goods or services	2	10,279		6,540
Interest, dividends and other investment income receipts	2	666		2,382
Other operating receipts	2	37,859		1,262
Total Operating Receipts		303,064	-	84,546
Operating Payments				
Payments related to public fundraising	3	5,940		6,695
Payments related to providing goods or services	3	13,234		10,547
Garden project donations to Hamilton City Council		214,000		140,934
Total Operating Payments	425	233,174	-	158,176
Operating Surplus or (Deficit)		69,890	-	(73,630)
	754			
Capital Receipts				
Receipts from the sale of resources		-		-
Receipts from borrowings	5710	-		-
Capital Payments				
Purchase of resources	954	1,092		696
Repayments of borrowings		-		-
Increase/(Decrease) in Bank Accounts and Cash		68,798	-	(74,326)
Bank accounts and cash at the beginning of the financial year		43,939		118,265
Bank Accounts and Cash at the End of the Financial Year		112,737	-	43,939
Represented by:				
Cheque account(s)		37,537		18,739
Term Deposit account(s)		75,000		25,000
Cash Floats		200		200
Total Bank Accounts and Cash at the End of the Financial Year		112,737	-	43,939

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	<u>105336</u>
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- non cash	-2300
	<u>-1100</u>
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Required sections are marked with an asterisk "*".

This performance report has been approved by the Committee, for and on behalf of Friends of Hamilton Gardens

Date	Date
Signature	Signature
Name	Name
Position	Position

Friends of Hamilton Gardens
Statement of Resources and Commitments

For the year ended 31 July 2021

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	SCHEDULE OF RESOURCES	This Year	Last Year
		\$	\$
	Bank Accounts and Cash (from Statement of Receipts and Payments)	112,737	43,939
	Other Resources:		
		Cost or	Cost or
		Current Value	Current Value
	Furniture and Fittings at cost	10,242	9,150

Friends of Hamilton Gardens
Notes to the Performance Report
For the year ended
31 July 2021

Note 1: Accounting Policies

Basis of Preparation

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Goods and Services Tax (GST)

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Income Tax

Friends of Hamilton Gardens is wholly exempt from New Zealand Income Tax having complied with all statutory conditions for these exemptions.

Plant and Equipment

The plant and equipment is measured at cost less accumulated depreciation.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with those from the previous performance report.

Required sections are marked with an asterisk "**"

Friends of Hamilton Gardens
Notes to the Performance Report
For the year ended
31 July 2021

Note 2 : Analysis of Receipts

Receipt Item	Analysis	This Year \$	Last Year \$
Fundraising receipts	sale of plants and propagation	13,894	6,536
	sale of produce and preserves	1,194	1,589
	Sale of Recipe Books	-	
	Total	15,088	8,125

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Receipt Item	Analysis	This Year \$	Last Year \$
Grants and donations	Ms Christiansen bequest	158,284	
	WEL Energy Trust grant for Scarecrow Day		1,626
	EB Firth Charitable Trust donation	2,000	2,000
	Tamahere Country Club donation		1,500
	Garden Club donations	500	270
	Donation boxes at Hamilton Gardens	46,140	42,422
	DB Bryant Trust grants	500	
	Anne Sayers donation	1,000	-
	Hamilton City Council - COGS	2,000	-
	Donations made at David Braithwaite Service	790	
	Ian Patton donation	1,000	
	NL Wilson donation	1,250	-
	TSB Bank sponsorship		750
	Other donations and grants	1,151	70
Total	214,615	48,638	

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Receipt Item	Analysis	This Year \$	Last Year \$
Fees, subscriptions and other receipts from members	Member subscriptions	13,910	12,780
	Member donations	10,647	4,819
	Total	24,557	17,599

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Receipt Item	Analysis	This Year \$	Last Year \$
Receipts from providing goods or services	Scarecrow Day	832	986
	Behind the Scenes Tours of the Gardens	3,780	
	Gibbs Farm Visit	1,880	
	Medieval Fair	2,147	
	Matariki Kite day	511	
	Books sold at Information Centre shop	240	725
	Soup & Buns event	399	454
	Gift voucher packs	490	360
	Other events last year	-	4,015
	Total	10,279	6,540

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Receipt Item	Analysis	This Year \$	Last Year \$
Interest received on bank accounts and project reserves	Interest	666	2,382
Total		666	

Receipt Item	Analysis	This Year \$	Last Year \$
Other receipts	Raffle income	709	417
	Volunteers contribution & share profit IC shop sales	20,000	-
	Share of Profit earned from Information Centre sales	17,150	-
	advertising in annual journal		300
	sundry receipts		545
Total		37,859	1,262

: are optional notes to allow the entity to provide a breakdown of the receipt and payment categories. Please ensure breakdowns provided agree to the amounts reported in the Statement of Receipts and Paym

Friends of Hamilton Gardens
Notes to the Performance Report
For the year ended
31 July 2021

Note 3 : Analysis of Payments "What did it cost?"

Payment Item	Analysis	This Year	Last Year
		\$	\$
Payments related to public fundraising	Scarecrow Day	682	1,629
	Soup & Buns event	21	29
	Medieval Festival	3,208	661
	Matariki Kite Day	775	-
	plant propagating costs	629	826
	cost of produce and preserves sold	625	636
	Steve Rickard presentation		116
	Magic Flute movie		1,750
	Books sold at Information Centre		600
	gift voucher packs	-	448
			-
Total		5,940	6,695

Payment Item	Analysis	This Year	Last Year
		\$	\$
Payments related to providing goods or services	Administration and overhead costs	1720	3,079
	printing (newsletters, journal, brochures)	4081	4,776
	postage	1683	2,692
	Sponsorship of Hamilton Gardens Arts Festival	3450	
	Audit expense	2300	-
	Total		13,234

Payment Item	Analysis	This Year	Last Year
		\$	\$
Capital payments	purchase of fittings	1,092	696
Total		1,092	696

to provide a breakdown of the receipt and payment categories. Please ensure breakdowns provided agree to the amounts reported i

Friends of Hamilton Gardens
Notes to the Performance Report
For the year ended
31 July 2021

Guidance

Note 4 - 7

Note 4: Related Party Transactions

There were no transactions involving related parties during the financial year. (Last Year - Nil)

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Note 5: Events After the Balance Date

Nature of the Event	Estimated Amount	How, if at all, the event is likely to affect the continuing viability of the entity
Payment received on 17 August 2021 from Hamilton City Council for the year ended 2021, after balance date of 31 July. This is for the volunteers who staff the Information Centre at Hamilton Gardens and a share of the profit from Information Centre shop sales	37,060	This improves the viability of our entity and has a positive impact on the negative cash outflow reported in the financial statements

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Note 6: Additional Notes

Covid-19 virus and the level 4 lockdown had closed the enclosed gardens and cancelled events planned during that time. This has impacted on fund-raising and donations, and the share of Information Centre shop sale profits.