

Annual Report

1st April 2021 to 31st March 2022



Manor Park Golf Club, Inc.

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MANOR PARK
G O L F S A N C T U A R Y

Notice is hereby given that the 109th Annual General Meeting of the Manor Park Golf Club (Inc) will be held in the Clubhouse on:

Sunday 19th June 2022 at 11:00 am.

Agenda

1. Apologies
2. Obituaries
 - i. Dianne Small
3. Confirmation of the minutes
Confirmation of 108th AGM held 20th June 2021
4. Matters arising from minutes
5. Presentation of Annual Report and Financial Statements 2021-22
6. Extension of term of Honorary members (Rule 13.3)
 - i. Michael Campbell
 - ii. Gareth Paddison
 - iii. Julianne Alvarez
 - iv. Daniel Hillier

7. Life Membership

There are no new nominated Life Members.

Upon ratification of the new Club Constitution, the following members will be eligible for Life Membership as a result of being a financial member of the club for 50 years:

- i. Des Hager – member since 1955
 - ii. Jim Grannells – member since 1965
 - iii. Allan Carmont – member since 1970
 - iv. Chris McCulloch – member since 1972
 - v. Allan Ngan – member since 1973 (eligible April 2023)
 - vi. Victor Wu – member since 1973 (eligible April 2023)
 - vii. Robert Ting – member since 1973 (eligible April 2023)
- 8. Notice of Motion:**

Motion that: -

The revised Constitution of 2022 is adopted.

Explanation:

The revised Constitution has been reviewed in its entirety, with the following being the key changes:

1. The review of various Club Membership categories
2. The review of Club loyalty programme to commence following 10 years membership
3. The Family Membership programme
4. Complaints and Disputes resolution process

9. Elections

To fill vacancies on the following Board and Committees

Board:

- Financial Controller
- Marketing Convenor
- Member Representative

Committees:

- Golf Committee
- Course Committee
- Marketing Committee

10. General Business



MANOR PARK

For the Board :

Julie Perks

General Manager

G O L F S A N C T U A R Y

President's Report

On behalf of the Board of Management of Manor Park Golf Club, I am pleased to present the Annual Report for the 2021/2022 year, and budget for 2022/2023. I am pleased to say it was another successful year for the club, both financially, and from a membership engagement perspective.

I would like to commence my report, by acknowledging the staff of Manor Park, the General Manager Julie Perks, Course Superintendent Craig Flack and their respective teams, that continue to strive to make the course what it is today. I would also like to acknowledge your Board of Management, who have all worked with their various Committees and within their areas of responsibilities, to bring you what you have come to know, as your golfing experience at Manor Park. I would also like to thank the members for their loyalty and participation throughout the year.

Thanks go to the companies and members that have donated time, money and mahi to add value to this course. A special thanks to Rhys Finlay builders for the construction of the Gazebo facility, Rob Smith for the donation of the new BBQ, our sponsors for the New Year's tournament, the Lindsay family and Value Motors Lower Hutt, and for our Interclub teams, the AIB Insurance Group.

I would like to recognise the return of twilight golf at the club, led by Paul Gueorgieff, and the efforts of Grant Baker, who is responsible for preparing and submitting the Club grant applications. Grant submitted 19 applications during the 21 / 22 financial year for a range of expenditure, and successfully secured 5 grants totalling \$29,446.

Julie has soundly embedded her presence as the General Manager for the club, and we said farewell to Ian McIntosh and a big welcome to Matt Spraggs and his dog Piper, as the new 21/c of the grounds. We also welcomed Nicole as our resident club caterer, supported by her family.

This past year we saw the development of a tree management plan with the removal of some trees and the planting of many more. One tree to be removed was the dying gum by the 16th tee block. This was deliberately cut high, and the club got to develop a close relationship with Henrik Waiker who continues to create the impressive Karearea (NZ Falcon) carving you are seeing emerge. I thank all the members that made donations, considerable in some cases, to make this carving a reality. Clearly it is something members are very proud of, and it is already the talk of the district.

This was also the second year the club was able to assign \$50,000 as Capital expenditure to be applied to equipment replacement. Having this fund, has positively supported our grant applications, which assisted in the purchase of a new trailer for the course, a replacement fairway mower for the club, and funding of fairway watering to be installed on the 4th fairway.

Your Board has worked with the Hutt City Council and their contractors, as they looked to install the new cycleway that will run alongside the golf course. Projected to be finished to a useable state by 30 June, this has already seen members of the public walking and riding the track, albeit actually closed. We continue to work with Council, as we look at additional plantings, and getting the main carpark patched, and the parking lines repainted.

John Keeler has continued with his programme of work, working closely with Craig, mitigating the potential for flooding on the course with the widening and building of stop banks along the Haywards stream. This is ongoing and you will see further work in the new year.

So what lies ahead.

During the next 12 months, you can expect further work to the stream, as we continue the shaping up to the 18th tee block and possibly beyond. You will see the enhanced tee blocks at the 15th and 17th tees come into play, as we encourage players to hit away from housing, mitigating the risk of damage we are currently managing. We will also remove the bunkers around the 1st green, as we do some reshaping around the edge of that green.

Between October and December 2022, Wellington Water will install a new water pipe on the course, that will service the needs of Porirua and Wellington. This pipe will enter from behind the 6th tee block and link up with existing pipes ¾ down the 7th fairway. The installation will commence at the southern end of the 7th fairway and work back to the 6th tee, with workers looking to achieve 12 meters per day. This will impact on the playability of the course, however the course will remain open and operational.

A Capex fund of \$50k will again be assigned, with more of a focus this year on the clubhouse building. We will look at opportunities for further developing through the Sprig Bar and Shop areas, along with the upstairs area, the rotting windowsills and external painting. We will again be seeking support from members in a volunteer capacity, especially as it relates to the painting.

This year, we will push for an increased focus on female memberships and junior memberships, and there will be marketing and recruitment drives in this area.

What I have learnt this year, is that there are a range of great ideas out there, but they only become great if they can be actioned, and to be actioned, the Club needs your active support. If, as a member, you are keen to be more actively involved with your club, then I encourage you to look at the committees that you could be a part of, or the sub-committees as it relates to the planning of major events and tournaments, or champions as it relates to the promotion of initiatives and ideas.

Manor Park Golf Club is being recognised across the region, for the hidden gem that it is and what it has to offer. It is also being recognised nationally, as Golf NZ promotes it through the developed strategic planning, reviewing of its constitution, and its drive to promote golf to all.

I thank you for your support over the past 12 months, and your new Board of Management and staff of Manor Park look forward to your continued support over the next 12 months.

Win van der Velde
Club President

General Manager's Report

Thank you for welcoming me back to Manor Park. It has certainly been an eventful first year for me being back, both Club wise and having to deal with the ongoing covid disruption, and I value and appreciate the support of the Board, our staff and members throughout these challenging times.

I want to thank all our staff for their ongoing support:

- Craig and Matt, Ian previously, Bill and Peter who do a superb job out on the course, consistently maintaining it in tip top condition. Having some much needed new equipment, such as the mowers and the tip trailer, has made a real difference to the team. Being able to contribute towards, and in some cases outright purchase, the new equipment makes me proud to be part of a vibrant and financially sound Manor Park Golf Club.
- Thank you to Pip, who is invaluable in the office, not only for the administration work she is employed to do, but also for her knowledge of the Dotgolf system and her amazing sense of humour. Mark W, Chrissie, Lorraine and Tom who are rostered on in the Shop, and Paul, and most recently Mark O in the bar, do an amazing job and are the face of Manor Park to many of you. Christine does a great job of keeping the clubhouse clean.

One of my challenges was to find a caterer for the Club, someone who would be based on site, and be able to provide us with great fresh food. It was certainly an interesting time interviewing prospective caterers, and there are some great stories to tell! Nicole, however, was worth the wait, and has settled in well. She and her team are growing and going from strength to strength. Thank you to all who support her. The next challenge in this regard is to be able to provide a great barista coffee at the Club. Watch this space!

One of my goals has been to raise the profile and visibility of Manor Park in the greater Wellington community, and our initial billboard/bus marketing campaign is one of our new methods of doing so. We will look to run further such campaigns going forward, focusing on Juniors, Women in Golf and Summer Memberships.

Another part to raising the profile has been to provide a point of difference between Manor Park and the numerous other courses in the Wellington region, and our magnificent tree carving presently in progress is certainly assisting in this regard. What a professional and talented young artist Henrik Waiker is, I am sure you will all agree that our work in progress Karearea (NZ Falcon) is already a stunning addition to the southern end of the course. My plan is for future carvings to be carried out around the course. Thank you to all those generous members who have donated so readily towards this project. We have received \$2,800 so far.

I have proposed some exciting initiatives which our Board has seen merit in, and some have already been implemented, such as the Family discount. I want to provide a great experience for all who come to play golf at Manor Park, and give back to you, our members.

I have a couple of simple philosophies:

1. It's all about building relationships

- Building relationships with members, visitors, the community, and other stakeholders has been a priority for me, and all our staff are encouraged to provide the best possible customer service to members and visitors.
- One of the relationships I have been particularly pleased with is the growing one between the Club and the Manor Park Community. We are becoming a very close community, with some of our resident neighbours participating and volunteering in club events, bird spotting and the predator free programme, and the clubhouse has become a venue for the wider Predator Free movement to meet in.

2. *The more we give, the more we receive*

- Having Rhys Finlay Contractors step up and build a beautiful gazebo BBQ facility on the course was one of my highlights last year.
- Members blew me away with their generosity when we fundraised for various charities. We raised \$1,600 for Life Flight Trust, collected 2 SUV boot loads of groceries for the Upper Hutt Food Bank, and \$900 for the Wellington Free Ambulance. The support of you, our members, has been fantastic, and I really appreciate how you step up when I have announced another fundraising drive.
- We have received some great sponsorship from members and suppliers for events such as the Christmas tournament, and the New Year Open.
- Organised Twilight Golf returned to Manor Park thanks to Paul Gueorgieff, and I for one certainly look forward to this growing next season.
- We have a number of members who have stepped up as volunteers, helping with such things as our Predator Free trapping programme, bird counts, painting and general maintenance around the Clubhouse. A huge thank you to all of you for your generosity with your time.

Our membership has grown substantially over the past 15 months, with a net gain to date of 80 new members. We have many regular green fee visitors and despite increasing our green fees from \$20 to \$25, we have seen no dip in numbers. We have 2 more carts available for hire now, bringing our total to 6.

The Club is in good heart and it is my intention to keep it that way. As the year progressed, there was, and is, a growing sense of excitement and good will within the Club, and we receive positive comments and reviews daily. Some of the comments made to me that really stand out, are :

- ✓ *I love coming to play golf here at Manor Park, it is the most underrated course in Wellington.*
- ✓ *I have played golf here for 20 years, and now I want to be a member (ie. be involved and volunteer my time).*
- ✓ *We are always made to feel so welcome, which is why we come back and play so regularly.*

I have an open door, and welcome any feedback. Please feel free to share your thoughts and ideas, and if you want to get involved in any way.

Julie Perks

General Manager

Club Captain's Report

The pandemic experienced during the past year has proved challenging at times and the only event cancelled was the Jimmy Dunn event. We did see our membership in the under 40s' categories increase, with many new members taking part in club competitions and interclub.

In the men's interclub competition, the club ambitiously entered six teams this year with the following results:

- Division 1 – Winners
- Division 4 – 3rd equal
- Division 8 – Winners
- Division 9 – 2nd
- Division 11 – 4th
- Division 12 – 6th

Congratulations to all who represented the club in interclub and for being flexible when COVID hit team members. The captains did a phenomenal job in herding players together and winning two divisions was an obvious highlight.

Our club champions for the year and the Bree Cup winner all received monetary rewards for their efforts due to an improved financial position. There were some great matchups during the competitions which were played in great spirit. The winners of these events were:

- Open Tipene Po-Ching
- Intermediate Bill Steel
- Junior Martin Brooky
- Bree Cup Peter Sassella

Other Highlights:

- The Arnold Lindsay Memorial New Year tournament sponsored by the Lindsay Foundation, Value Motors and Queensgate was a roaring success with 126 players
- The Friday night twilight hosted by Paul Gueorgieff and the raffles were a hit
- The introduction of the HMP Consulting Monthly Medal
- Nearly 100 members at the Christmas tournament

A special mention to Julie and the office team for the support provided during my first year as Club Captain. This team does a great job for the club, I have received many comments from members of other clubs about the great client service provided by the team.

The condition of the course during the past year has also been a highlight. With such a small team Craig does a great job in providing members and visitors with an enjoyable golfing experience.

I will continue to communicate goings on in my Captains Corner segment of Straight Down the Middle. I encourage all members to read this weekly communiqué as the office often posts worthwhile information for you.

A club can only be successful through engaged members, so don't be afraid to come forward to voice your opinions and solutions. Congratulations to all members on a successful year for Manor Park Golf Sanctuary.

John Pihema
Club Captain

Women's Captain Golf Report

The women's groups remain strong with good numbers attending the various club days to enjoy the competition and the friendship. At the completion of the 2021 Club Championships Maree Gates won the Open Championship and Anne Alkema won the Bronze Championship. Mary Keeler is the nine-hole mid-week Champion, and Cherryl Baillie is the weekend nine-hole Champion.

The 2022 Lansdowne season saw changes to the format with the previous 36-hole competition reduced to 18 holes with a four-ball included. Over the last couple of years Manor Park has partnered with members from other clubs to help make up numbers and hopefully these partnerships will continue. With only four teams in the Lansdowne competition, Manor Park performed well going into the semi-finals in third position.

Congratulations to Lonise Tago, who was the best performing player in Lansdowne winning 5 out of 6 matches, putting her in the running for the WGI Lansdowne Player of the Year across the competition. Special mention must go to Pip Kawai who made herself available, not only in Lansdowne but also the Mary Alward and Silver Pennants interclub teams. Pip also supports our Junior Pennants team.

We would like to congratulate Caitlyn Hildyard on her appointment to the Board of Wellington Golf.

The Mary Alward/Tuakana, Silver Pennants, Bronze/Combo and 9-hole teams all finished near the bottom of their respective competitions but continue to enjoy playing in the various interclub competitions.

A programme to introduce golf to women was held earlier in the year but the club did not manage to gain any new members from this venture. However, recently we have had several new women join the club and we hope that this trend will continue. The club is committed to helping these women become competent golfers.

Friendliness, comradeship and support earmark the Women's weekend group. A relatively small but consistent group continues to turn up to enjoy weekend golf and golf competitions. A good portion of the group keenly joined in the Friday Twilight competition. They were also happy to forgo their usual time slot on a Saturday and join in with the first of the monthly Medal competitions taking out the top place in the first medal round.

In March the mid-week ladies group celebrated Chris McCulloch having been a mid-week member for 50 years. This year the mid-week ladies are planning to combine with the mid-week men to host the Halberg Charity Day with the hope of getting more entries in better weather in November. Our ladies are very supportive of our new caterer, and recently having hosted both the Bronze and Silver Pennants teams we received very good reports on the quality of the food that was provided.

The nine-hole weekend group has maintained numbers this season and have been very fortunate in being able to play most weekends with the good weather continuing. Members have enjoyed participating in various golf club open day events and veterans days around the greater Wellington region and afar. They also combine with the mid-week group to play in the 9-hole interclub team. The camaraderie of the group is very strong.

There continues to be a supportive and friendly atmosphere within the nine-hole mid-week ladies' group, and it continues to have a good number of ladies from the weekend group attend. Club day on Wednesday has proven to be the right decision for the group. Three of the nine-hole mid-week ladies play in the 9 Hole interclub team and although they didn't have the number of wins they would have liked, they enjoyed the experience of playing at a different course with a different group of women.

Our course continues to be in excellent condition, and we appreciate all the work our greenkeepers and volunteers put into keeping it that way. We also appreciate the hard work of the Board, our office staff and the various committees that keep the club running.

Julie Steel

Women's Captain



Course Report

It has been a busy year with a number of course maintenance and enhancement projects completed. Following is a brief summary of these projects.

Audubon Certification

One of our goals is to be at the forefront in creating a true wildlife corridor in the Hutt Valley. To achieve this goal, the Board has strengthened its commitment towards obtaining full Audubon certification;

- A. We are working with representatives of Forest and Bird to enrich green areas around the course by strategically planting native trees. It is anticipated that this will encourage native birds and reptiles (lizards) to take up residence.
- B. We plan to carry out further planting this winter and continue planting over the next few years. You may have noticed the flourishing young trees recently planted along the banks of the stream.
- C. We are also working with Forest and Bird and the local community on a pest eradication programme. The programme is already proving very successful with a number of rats and stoats trapped and a large number of rabbits culled.

Tree Removal

Two years ago, I engaged an experienced arborist to report on the condition of the established trees around the golf course. The report identified a number of trees that either posed a health and safety hazard, were deemed as being detrimental to the course presentation or those that required help with improving their wellbeing.

The last stage of the current work programme was completed in March this year and comprised removing hazardous trees and branches on the RHS of the 4th fairway, removal of deadwood and storm damaged branches from the group of pine trees on the LHS of the 7th fairway and some other necessary crown lifting work around the course.

Flood Mitigation Project

The overall goal of the flood mitigation works is to minimise the risk of flood waters and debris overtopping the stream channel and flowing onto the course.

Stage two of the flood mitigation works has just been completed. This involved improving the overall steam capacity and reshaping the secondary flow path near the driveway entrance.

Flood mitigation was also greatly enhanced by the removal of approximately 500 m³ of flood debris from the main culvert outlet near the third green. This work was recently carried out by a contractor engaged by The NZ Transport Agency 'Waka Kotahi'.

Stage three of the flood mitigation project planned to be carried out this summer will involve improvements to the steam alignment and reshaping secondary flow paths downstream of the driveway entrance.

Machinery

This year we purchased a newish fairway mower and a rough mower. The resultant uniformity of the grass cutting has been much appreciated by golfers and adds to the overall presentation of the course.

Cycleway

The first stage of the cycleway has been substantially completed. Some tidying up is still required and involves asphalt repairs, painting the main car park, tree planting and signage.

The second stage of the cycleway is currently under construction and is due to be completed by the end of June. This section of the cycleway will meander through the bush area, on the railway side of the 6th and 7th fairways (back of the pond).

The cycle track will eventually cross the river by way of a path over the proposed new water main bridge.

Water Main

Wellington Water Limited have advised us that the resource consent to construct a pipe bridge over Te Awa Kairangi / Hutt River including associated earthworks, streamworks and water permits was granted on the 06th May 2022. The work includes installing a new main water pipe at the northern end of the golf course, along the 7th fairway through to the 6th tee block area. Work, expected to be completed within one week, will commence with the installation of two scour pipes that cross the 5th and 7th fairways.

Currently work within the golf club is programmed to commence on 1st October 2022 and be completed by Christmas 2022.

The contractor will access the site from the Silverstream Bridge end of the course by way of a temporary metal track, along the pipe alignment. The work zone will be approximately 12 meters wide and will be fenced off.

Essential maintenance

Other significant maintenance projects carried out during the year included:

- Upgrading the course toilets
- Refurbishing the bridges on the 3rd and 15th.
- Topsoiling sunken spots and areas where tree roots have been exposed
- As per our agreement with the HCC we completed the topsoiling and sowing of the mounds alongside the 7th.
- Based on a legal opinion we have decided to be proactive in mitigating the nuisance that golf balls are causing to our neighbours. Accordingly, we have created alternative options for the 15th and 17th tee blocks. We are also planning to remove the bunker on the RHS of the 1st green.
- An additional tee block was built in front of the existing 5th tee. This is to assist us in keeping as much of the course open for play during anticipated disruption due to the new water main construction.

Volunteers

I want to take this opportunity to acknowledge the effort from all the volunteers. They continue to willingly give up their time and provide us with the expertise to make a difference.

Lastly, I would like to commend our greens staff, in particular Craig Flack our Course Superintendent. Without Craig's commitment, dedication and his 'big or small we tackle them all' attitude, we would not have a course so well maintained and presented. This is backed up by the numerous positive comments I personally have received from many of our members and visitors.

John Keeler Course Convenor

Marketing Report

Two thousand and twenty one/twenty two has been a successful year for the marketing of the Manor Park Golf Club. The past year has seen several new initiatives which have driven an increase in membership, greater engagement with the community and, most pleasingly, a continued lift in the Club's external profile.

To begin with, I would like to applaud our financial controller – Mr Craig Berridge – for his foresight and bravery in increasing the marketing budget from \$2000 to \$6000 and then to \$8000 in 2022. This additional headroom in the budget has allowed for some exciting marketing campaigns, some of which will continue into the next year.

One of the key focusses for the Club has been attracting a younger demographic to play golf, either as members or as green fee players. The "Under 40" membership deals continue to prove attractive as our memberships in the under 40, under 30 and under 20 categories continue to rise. It is also great to see how many young, casual golfers the club attracts in the weekends and it is clear that Manor Park is a club of choice for a diverse range of younger golfers.

The Board also recognises the importance of lifting and invigorating the Club's external profile, while also building the internal culture so that members feel appreciated, listened to and part of a golfing community.

Two marketing initiatives that have raised the Club's profile across the region have been the radio ads on prominent stations that promoted the facilities, under 40's membership and friendly culture of the club, and the recent billboards and bus backs promotion of golf at Manor Park. The feedback from both of these promotions has been overwhelmingly positive, and discussions with members of other clubs indicates that the region is looking closely at what Manor Park is doing.

Manor Park Golf Club has a proud and storied history, and our successes have often set the benchmark for clubs in Wellington. With the momentum that we are currently carrying, a return to those halcyon days now seems achievable. However, there is also much to hold onto in what the Club is now.

The Club's culture is of particular importance to this particular convener. How we treat each other, how we feel when we are at the Club and what values we deem important are all key aspects to a strong culture. These are the things that move the focus from simply playing golf, to a welcoming, golf-related experience. They are also things that every member can contribute to and take responsibility for.

A short five years ago, the future of our club was uncertain and somewhat bleak. Through a mixture of resilience, commitment and prudent decision making, the Club has come through that adversity and now finds itself in a much stronger position. And gratifyingly, as is often the case when you come through something tough, it has drawn people together. Adversity can build community and empathy, and I feel that is exactly what has happened at Manor Park

Our club culture now has the hallmarks of a close-knit community who pulled together when it really mattered. Our time together at the Club is now that much sweeter because we did something collectively. Our pride in who we are is swelling, and the feeling that we are finding our distinctive club tikanga is permeating through our interactions. We are the old Manor Park and we are the new Manor Park. I can't wait to how we move in unison to be the Next Manor Park.

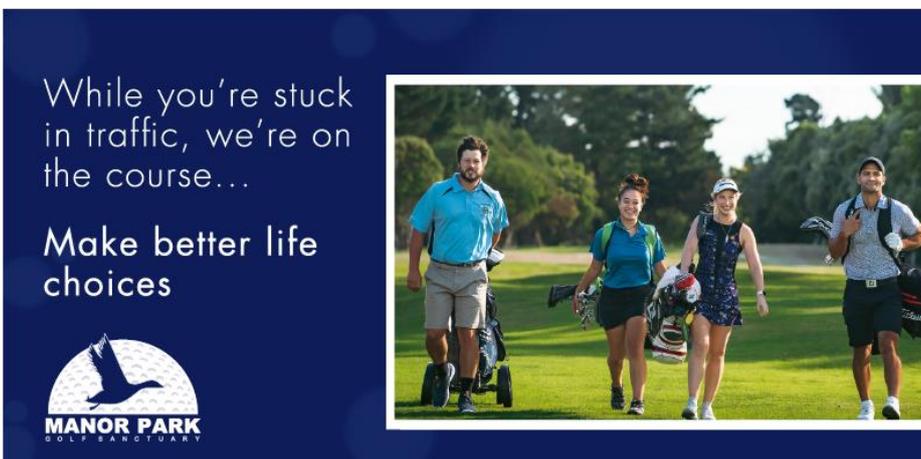
Lastly, I want to thank someone who has done more than anyone in the last year to grow and enhance the club. Julie Perks works tirelessly to support the members. She is dedicated, loyal and has a wonderfully pragmatic wisdom. She has championed and supported all of the marketing initiatives in the last year, and has been invaluable supportive to me. We are blessed to have her as part of our club whānau.

Noho ora mai

Curtis Tohiariki

Marketing Convener

Some of the Bus and Billboard advertisements



Financial Report

The financial year ending 31 March 2022 was another good one for Manor Park Golf Club. Despite uncertainty caused by Covid-19, the Club achieved an operating profit of \$103,862 (before depreciation).

Green fees of \$213,179 made a very significant contribution, being some 35% of income. This reflects a surge of interest in golf, not just at Manor Park but across New Zealand, especially amongst people under 40. An increase in green fees from \$20 to \$25 effective 1 February 2022 did nothing to deter casual players, many of whom have become regular visitors.

General Subscriptions of \$293,819 were up slightly, compared with last year, and notwithstanding the four-week Covid lockdown rebate included in most 2021 invoices. The lockdown rebate reduced subscription income by approximately \$20,000. As far as I'm aware Manor Park is the only golf club in Wellington to give a lockdown rebate.

Once again operating expenses were extremely well managed by our GM Julie Perks and our Course Superintendent Craig Flack. During the course of the year, the Board increased the overall operating budget to \$502,782, allowing key work to be undertaken around the course. Total expenses for the year were \$505,660.

While expenses can be managed, contained or expanded, gauging income flow has become more challenging as we become increasingly dependent on green fee income and as the profile of our membership changes. Our income in the last financial year was well in excess of our conservatively set budget and this has again allowed us to put aside \$50,000 towards capital expenditure in the current financial year. Contributing to our income was \$29,446 received by way of grants. This is an excellent result given the constraints on grant providers caused by Covid-19. It compares very favourably with the \$28,790 received in the previous financial year. This result reflects the dogged persistence of Grant Baker who achieved a strike rate of one in 3.5 applications. Details of grants received are set out in the Notes to the Financial Statements.

The Club was able to make a number of significant purchases during the last financial year - as set out in the Notes to The Financial Statements. The two largest purchases were a tip trailer and a Fairway Mower, the latter being paid for by money put aside from the 2020/2021 operating surplus.

The Club is very fortunate to receive contributions from members in the form of donations and/or time spent volunteering. Painting, gardening, building and fixing "stuff" around the Club saves money and contributes to our bottom line. A very big thank you to all those who have given their time and resources.

The Club is in great shape financially. The Club has achieved another very good operating surplus and we have money in the bank. We are fortunate to have a full-time general manager who can devote time to managing our finances. This means that this year, the Financial Controller's role has been able to revert to oversight and governance.

I've enjoyed filling in as Financial Controller during this last year, which is my final year on the Board. I'm very grateful to all those who have supported me during the last 12 years and especially while I was President. I'm pleased to be able to step away at a time when the Club is doing well. Lee Mason will take over as Financial Controller (subject to election).

Best wishes and good golfing.

Craig Berridge

Financial Controller

Statement of Financial Performance for the Year Ending 31 March 2022

| | <u>Actual</u> <u>2022</u> | <u>Budget</u> <u>2022</u> | <u>Budget</u> <u>2023</u> | <u>Actual</u> <u>2021</u> |
|---|------------------------------|------------------------------|------------------------------|------------------------------|
| Subscriptions – General (Note 5) | 256,136 | 296,800 | 330,148 | 282,600 |
| Subscriptions – Corporate | 3,751 | 5,584 | 17,700 | 5,460 |
| Green fees – General | 213,179 | 121,000 | 174,000 | 152,938 |
| Under 30 & 40 subs | 37,683 | | | 13,724 |
| Members Round donations-Juniors | 243 | 900 | 600 | 1,331 |
| Net Bar/Café Income (Note 3) | -4,249 | -3,880 | -17,355 | 2,569 |
| Golf Shop- net (Note 4) | 3,025 | -4,800 | -3,859 | 9,461 |
| Miscellaneous | 17,837 | 8,100 | 8,580 | 10,000 |
| Community Trust Grant (Note 2) | 29,446 | 30,000 | 30,000 | 28,790 |
| Rental Income | 5,520 | 5,520 | 5,520 | 5,520 |
| Sponsorship | 7,491 | | | 0 |
| Donations | 3,550 | 500 | 1,000 | 445 |
| Tournament/Trophies | 19,634 | 13,000 | 16,000 | 14,026 |
| Advertising & Marketing Income | 6,504 | 6,000 | 12,500 | 6,235 |
| Interest received | 9,772 | 10,500 | 1,210 | 10,751 |
| Total Income | 609,522 | 489,224 | 576,044 | 543,850 |
| Less Total Expenditure | 505,660 | 480,578 | 561,059 | 402,017 |
| Net Operating Income/(Deficit) | 103,862 | 8,646 | 14,985 | 141,832 |
| Less Provision for Depreciation | 48,013 | 50,000 | 50,000 | 12,606 |
| Net Surplus/Deficit after Depreciation | 55,849 | -41,354 | -35,015 | 129,226 |
| Accumulated Funds 31 March 2021 | 935,930 | | | 806,703 |
| Accumulated Funds 31 March 2022 | 991,779 | | | 935,930 |

| | <u>Actual</u> <u>2022</u> | <u>Budget</u> <u>2022</u> | <u>Budget</u> <u>2023</u> | <u>Actual</u> <u>2021</u> |
|-------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| <u>Administration</u> | | | | |
| Advertising and Marketing | 10,088 | 8,000 | 15,000 | 4,688 |
| Alarms & Security | 1,916 | 1,860 | 1,700 | 1,661 |
| Bank Fees | 3,462 | 4,150 | 4,020 | 2,338 |
| Insurance | 27,056 | 26,796 | 28,000 | 18,850 |
| Junior Development | 2,256 | 1,000 | 1,500 | 2,465 |
| Legal, Licenses & Fees | 11,360 | 10,000 | 9,900 | 8,856 |
| Golf Assn Member Levies | 15,343 | 19,638 | 21,600 | 18,640 |
| Postage, Print & Stationery | 5,494 | 2,250 | 4,700 | 2,188 |
| Rent (Note 7.3) | 36,832 | 39,996 | 40,163 | 36,832 |
| Staff Costs (Note 7.1) | 88,212 | 87,904 | 98,336 | 63,748 |
| Miscellaneous | 12,826 | 9,020 | 12,083 | 8,271 |
| Team Expenses | 7,158 | 4,000 | 4,800 | 2,699 |
| Telephone & Internet | 2,114 | 2,004 | 2,040 | 1,892 |
| Tournament /trophies | 15,900 | 6,000 | 8,700 | 11,769 |
| Website Support fees | 1,484 | 2,162 | 1,800 | 2,148 |
| Total Administration | 241,501 | 224,780 | 254,342 | 187,045 |
| <u>Course Expenses</u> | | | | |
| Maintenance – Course | 36,924 | 31,468 | 38,820 | 29,649 |
| Maintenance – Machinery | 12,212 | 9,200 | 9,600 | 6,444 |
| Roads, Path & Bridges | 363 | 1,000 | 2,000 | 1,630 |
| Seeds & Sprays | 5,583 | 4,750 | 6,360 | 5,922 |
| Sundries | 3,146 | 4,150 | 18,750 | 1,679 |
| Salaries & Wages (Note 7.1) | 159,051 | 159,120 | 178,772 | 132,640 |
| Water Systems | 2,274 | 1,100 | 2,100 | 1,898 |
| Total Course Expenses | 219,553 | 210,788 | 256,402 | 179,862 |

House Expenses

| | | | | |
|-----------------------------|---------------|---------------|---------------|---------------|
| Building/Equip Maintenance | 13,476 | 15,000 | 15,000 | 10,202 |
| Cleaning, Hygiene & Lock up | 15,657 | 15,280 | 16,765 | 13,021 |
| Light & Heat | 10,999 | 10,600 | 14,800 | 7,605 |
| Rubbish Removal | 3,996 | 3,860 | 3,750 | 3,842 |
| Total House Expenses | 44,128 | 44,740 | 50,315 | 34,670 |

| | | | | |
|---------------------------------|------------|------------|------------|------------|
| <u>Cost of Financing</u> | 480 | 270 | 600 | 440 |
|---------------------------------|------------|------------|------------|------------|

| | | | | |
|---------------------------------|----------------|----------------|----------------|----------------|
| <u>Total Expenditure</u> | 505,662 | 480,578 | 561,659 | 402,017 |
|---------------------------------|----------------|----------------|----------------|----------------|



Statement of Financial Position as at 31 March 2022

| | 2022 | 2021 |
|---|------------------|------------------|
| Current Assets | | |
| Cash in Tills | 1,381 | 1,270 |
| BNZ Current Accounts | 256,852 | 211,306 |
| Term Deposits (Note 1.12) | 400,000 | 400,000 |
| On Call deposit- Re Members deposits | 15,040 | 26,027 |
| On call account – Capex account | 6,198 | |
| Debtors | 6,195 | 3,450 |
| Accrual interest on deposits (Note 5) | 12,615 | 13,223 |
| Stock | 10,618 | 5,786 |
| Total Current Assets | 708,899 | 661,062 |
| Fixed Assets (Note 1) | | |
| Buildings | 239,099 | 259,693 |
| Furnishings & Office Equip | 17,643 | 11,885 |
| Water Systems | 67,519 | 71,551 |
| Machinery | 124,401 | 83,950 |
| Equipment | 12,036 | 13,195 |
| Total Fixed Assets | 460,698 | 440,274 |
| Total Asset | 1,169,597 | 1,101,336 |
| Current Liabilities | | |
| Income Received in Advance (Note 5) | 108,071 | 95,789 |
| Sundry Creditors & GST | 49,724 | 45,061 |
| Total Current Liabilities | 157,795 | 140,850 |
| Term Liabilities | | |
| Subscriptions in Advance 5 years (Note 5) | 5,023 | 9,557 |
| Member Deposit Scheme (Note 1.11) | 15,000 | 15,000 |
| Total Term Liabilities | 20,023 | 24,557 |
| Surplus(-Deficit) for Year | 55,849 | 129,226 |
| Accumulated Funds b/fwd | 935,930 | 806,703 |
| Accumulated Funds | 991,779 | 935,929 |
| Total Liabilities & Funds | 1,169,597 | 1,101,336 |

Funds Statement for the Year Ending 31 March 2022

Incoming Funds

| | |
|---|--------|
| Net Surplus | 55,849 |
| Add back non cash depreciation | 48,013 |
| Increase/ -decrease in working capital | 5,332 |

| | |
|--------------------|---------|
| Total Funds Inflow | 109,194 |
|--------------------|---------|

Outgoing Funds

| | |
|-----------------------|--------|
| Fixed asset purchases | 68,437 |
|-----------------------|--------|

| | |
|---------------------|--------|
| Total Funds Outflow | 68,437 |
|---------------------|--------|

| | |
|-------------------------|--------|
| Net Funds Inflow | 40,757 |
|-------------------------|--------|

| | |
|-----------------------------------|---------|
| Opening Funds 1 April 2021 | 237,333 |
|-----------------------------------|---------|

| | |
|------------------------------------|----------------|
| Closing funds 31 March 2022 | <u>278,090</u> |
|------------------------------------|----------------|

Comprising the following as at 31 March 2022

| | |
|-------------------------------------|----------------|
| Closing bank account 31 March 2021 | 256,852 |
| BNZ on call account | 15,040 |
| BNZ on call Capex account | 6,198 |
| Total funds available 31 March 2022 | <u>278,090</u> |

Changes in Working Capital

| | |
|--------------------------------------|--------------|
| Accrued interest decreased | 608 |
| Cash in tills increased | -111 |
| Debtors increased | -2,745 |
| Stock increased | -4,831 |
| Creditors and accruals increased | 4,663 |
| Subscription 5 yr decreased | -4,534 |
| Income received in advance increased | 12,282 |
| | <u>5,332</u> |

Notes to the Financial Statements for the Year ended 31 March 2022

1. Statement of Accounting Policies:

1.1. These Financial Statements have been prepared by applying PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) on the basis that the Club does not have public accountability and has total annual expenses of equal to or less than \$2,000,000.

1.2. Going Concern:

These financial statements have been prepared on the basis that Manor Park Golf Club Inc is a going concern.

1.3. Accrual Accounting:

Income and expenditure are accounted for on an accrual basis to recognise transactions in the period they relate to, rather than the period in which they are paid or received in cash.

1.4. GST Exclusive:

All items of income and expenditure are stated exclusive of GST where applicable.

1.5. Subscription Income:

Subscriptions received which relate to a period of 12 months or more beyond balance date are recorded as Subscriptions in Advance on the Statement of Financial Position.

1.6. Valuation of Assets:

i) Previously Buildings were recorded at 2007 Government Valuation plus costs of additions less accumulated depreciation. The Government Valuation of Improvements at 1 September 2016 was \$910,000, and this value has been used through the accounts and balance sheet.

Hutt City Council advise that a valuation was completed in 2019, and the cost of improvements was set at \$850,000. This new valuation is not reflected in these accounts.

ii) Other fixed assets are recorded at cost less accumulated depreciation.

1.7. Depreciation:

Depreciation is calculated on a straight-line basis over the estimated useful life of the asset, as follows:

| Asset | Estimated Useful Life |
|---------------|------------------------------|
| Building*** | 25 years- fully depreciated |
| Water Systems | 25 years |
| Machinery | Range 3 – 20 years |
| Furnishings | 10 years |
| Equipment | Range 3 – 5 years |

*** Year 2021 Depreciation of \$12,606 includes a write back of \$35,505.65 being building depreciation overcharged in 2020 accounts on the Original Clubhouse.

1.8. Changes in Fixed Assets:

| <u>Asset Purchases</u> | <u>Cost (GST EXCL)</u> |
|------------------------|------------------------|
| Heat pump | \$ 4,294 |
| Score Card printer | \$ 1,659 |
| Tip trailer | \$ 11,668 |
| Fairway Mower | \$ 45,000 |
| 2 x Laptops | \$ 2,717 |
| Chainsaw | \$ 2,317 |
| BBQ | \$ 782 |
| TOTAL | \$68,437 |

1.9. Changes in Accounting Policies:

There have been no changes in accounting policies during the year.

1.10. Donations:

All donations received by way of money are considered "Unconditional Gifts" in terms of the Inland Revenue Department definition and are accounted for tax purposes accordingly.

1.11. Member Deposit Scheme:

In July 2016 a deposit scheme was made available to members in order that they may earn a rebate on their membership which is credited to their subscription account annually, in arrears. Deposits are unsecured and are repayable upon application to the Board of Management in extenuating circumstances such as financial hardship or upon resignation of membership. The rebate is based on a 1.00% margin over the 12-month Term Deposit rate published by the five major commercial banks for deposits over \$5,000 on 1 February (the "Rebate Strike Rate Date"). The rebate rate applicable for the year under report was 3.2%.

1.12. Term Deposits:

| | Amount | Interest Rate | Maturity Date |
|----------------|------------------|----------------------|----------------------|
| Term Deposit 1 | \$100,000 | 1.10% pa | 22/06/2022 |
| Term Deposit 2 | \$150,000 | 2.50% pa | 24/11/2023 |
| Term Deposit 3 | \$150,000 | 2.94% pa | 20/11/2024 |
| Total | \$400,000 | | |

2. Community Trusts:

Grants were received from the following trusts during the year totaling **\$29,446**. These funds were obtained for the following activities:

| Purpose | Amount (\$) | Trust |
|-----------------------------|-----------------|----------------------------|
| Course Superintendent wages | 9,523 | Four Winds Foundation |
| Junior Coaching | 2,150 | Hutt Mana Charitable Trust |
| Heat Pump | 3,733 | Four Winds Foundation |
| Tip Trailer | 7,800 | Pub Charity |
| Course Superintendent wages | <u>6,240</u> | Four Winds Foundation |
| TOTAL | \$29,446 | |

3. Bar Trading Account

| | 2022 | 2021 |
|------------------------------------|-----------------|----------------|
| Sales: | \$ | \$ |
| Bar General | 74,023 | 51,203 |
| Bar Corporate | 305 | 0 |
| Total Sales | 74,328 | 51,203 |
| Cost of Goods Sold | -38,761 | -23,735 |
| Gross Profit | 35,567 | 27,468 |
| Less Bar Wages | -38,847 | -24,579 |
| Less Bar/Café Maintenance & Fees | -968 | -320 |
| Net (-Loss) Profit for Year | -\$4,249 | \$2,569 |

4. Shop Trading Account

| | 2022 | 2021 |
|------------------------------------|----------------|----------------|
| Sales: | \$ | \$ |
| General Shop Sales | 65,730 | 39,611 |
| Cart Hire | 32,316 | 20,893 |
| Total Sales | 98,046 | 60,504 |
| Cost of Goods Sold | -46,606 | -23,836 |
| Gross Profit | 51,441 | 36,669 |
| Less Shop Wages | -36,169 | -15,352 |
| Less Cart hire costs | -12,247 | -11,856 |
| Net (-Loss) Profit for Year | \$3,025 | \$9,461 |

5. Income

Income Received in Advance

Current Liability

| | |
|-----------------------------------|-----------|
| Member Subscriptions 2022/2023 | \$108,071 |
| Accrued interest on Term Deposits | \$12,615 |
| Prepaid Subscriptions (5 years) | \$5,023 |

6. Capital Commitments:

At reporting date, the Club had no capital commitments which are not recorded in these accounts.

7. Covid subsidies

7.1 The Wage expense accounts include the government Covid subsidy which has effectively reduced the wage cost to the Club as all staff were paid normal wages during the course of the lockdown. The subsidy by department is as follows :

| Department | 2022 | 2021 |
|-------------------|----------------|-----------------|
| Admin | \$2,400 | \$14,059 |
| Course | \$3,118 | \$18,259 |
| Bar | \$1,200 | \$ 7,030 |
| Cleaning | \$ 718 | \$ 4,200 |
| Golf Shop | <u>\$2,154</u> | <u>\$ 8,400</u> |
| TOTAL | \$9,590 | \$51,948 |

7.2 The Club received an additional one-off Business Resurgence Subsidy in the amount of \$4,700, recorded under Miscellaneous.



7.3 As they did in 2020, the Greater Wellington Regional Council gave us the equivalent of a one month rent holiday amounting to \$3,333 GST Excl.



Club Officers:

| | |
|-----------------------|---|
| President: | Mr Win van der Velde |
| Club Captain: | Mr John Pihema |
| Financial Controller: | Mr Craig Berridge |
| Board Members: | Mr John Keeler Mr Curtis Tohiariki Mr Grant Baker Dr Anne Alkema |
| Honorary Auditor: | Mr Graham Manning |
| General Manager: | Ms Julie Perks |

There were 12 regular board meetings held during the period with attendances as follows:

| | | | |
|-------------------|----|------------------|----|
| Win van der Velde | 12 | Craig Berridge | 12 |
| John Pihema | 12 | Curtis Tohiariki | 10 |
| Anne Alkema | 11 | John Keeler | 12 |
| Grant Baker | 9 | | |

Life Members:

Geoff Clarke, Trevor Thompson, Gerry Berti, David Tuck, Murray McDonald, Peter Brown, Kerry Gordon and Glenys Simmonds

MANOR PARK
G O L F S A N C T U A R Y

Details of Membership at 31 March 2022

| Category | 2022 Total | 2021 Total | 2020 Total |
|--------------------|---------------|---------------|---------------|
| Full Playing Men | 108 | 105 | 95 |
| Under 40 Men | 30 | 20 | 6 |
| Under 30 Men | 71 | 41 | 3 |
| Full playing Women | 14 | 13 | 13 |
| Under 40 Women | 1 | 1 | |
| Under 30 Women | 4 | 2 | |
| Life | 8 | 7 | 7 |
| 9 Hole Men | 6 | 5 | 4 |
| 9 Hole Women | 32 | 34 | 34 |
| Midweek Men | 24 | 28 | 25 |
| Midweek Women | 17 | 16 | 16 |
| Juniors (Under 13) | 9 | 8 | 12 |
| Juniors (Under 20) | 34 | 21 | 14 |
| Honorary | 4 | 1 | 1 |
| Country | 1 | | |
| Corporate | 18 | 13 | 14 |
| Non-playing | 17 | 16 | 19 |
| Summer | 27 | 19 | 16 |
| Summer 9 hole | 14 | 10 | 17 |
| Summer Midweek | 8 | 8 | 5 |
| Total | 447 | 368 | 301 |

MAJOR PARK
G O L F S A N C T U A R Y

List of Major Trophy Winners April 2021 to March 2022

Open Championship - Oliver Cup 2021 *Not played*

Women's Match Play

Open *Maree Gates*
Bronze *Anne Alkema*

Men's Match Play

Open *Tipene Po-Ching*
Intermediate *Bill Steel*
Junior *Marty Brooky*

Women's Match Play

Weekend 9 Hole *Cherryl Baillie*
Midweek 9 Hole *Mary Keeler*

Stroke-Play Championships

Women's Open – Hipkins Trophy *Airdre McEwen*
Women's Bronze – Instone Trophy *Kate Thorpe*
Men's Open – Hipkins Trophy *Matt Kenny*
Men's Intermediate – Dave Roy Memorial *Ian Voisey*
Men's Junior – Drabble Trophy *Arnel Baloyo*

Club Trophy Events

Alan Duff (Halberg) 2021 *Mary Keeler*
Don Hood 2021 *Chris Thorpe and Stuart Lankshear*
Rider Cup *Not Played*
Ballantyne Cup; Closing Day Cup – 2021 *Manuel and Liezl Aquino*
Bree Cup – 2021 *Peter Sassella*
Kath Sawyer Cup *Fe Harris*
Muirfield Trophy – 2021 *John and Mary Keeler*
Payne Cup *Caitlin Hildyard and Roz Lankshear*
Rayland Trophy *Fe Harris*
Most Improved Junior 2021 *Max Poland*
Jimmy Dunn 2021 *Not Played*
Shootout 2021 *Andy Hamilton*
Tingey Cup 2021 *Mike Quinn and Warwick Eves*
Summer Cup – Midweek *Maria Fyfe*

District Champion of Champions Trophy

National Representation

District Representation

Victoria Li

List of Sponsors and Supporters

The Club gratefully acknowledges the support of the following sponsors, and we ask that members support them where possible:

| | |
|--------------------------|-----------------------------|
| One Foundation | AIB Insurance Brokers |
| Grassroots Trust | Value Motors |
| Pub Charity | Rhys Finlay Contractors |
| Four Winds | Delta Maintenance Solutions |
| TAB Grants | Arnold Lindsay Family |
| Pelorus Trust | Behemoth Breweries |
| Renaissance Breweries | Waitoa Breweries |
| Queensgate Shopping Mall | Gilmours |
| Robert Smith (member) | Coca-Cola |

We appreciate the advertising support of the following businesses who have promoted their products and services on our tee signs during the course of the year. Please would you consider using them if you are in the market for their product or service :

| Tee | Advertiser | Tee | Advertiser |
|-----|---|-----|-----------------------|
| 1 | Orange Network | 10 | |
| 2 | Rhys Finlay | 11 | Gee & Hickton |
| 3 | Jon Allcock (member, Harcourts Real Estate) | 12 | |
| 4 | AIB Insurance Brokers | 13 | Jennian Homes |
| 5 | | 14 | Value Motors |
| 6 | | 15 | |
| 7 | Central Group | 16 | The Tax Lady |
| 8 | Coherent (member) | 17 | Harbour City Security |
| 9 | Zephyr Consulting Group | 18 | Life Flight |

We have since sold some more tee signs, these new sponsors will be on the boards in the next few weeks.