



Annual Report

1st April 2020 to 31st March 2021

Manor Park Golf Club, Inc.

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AGENDA

1. Apologies
2. Obituaries – Nil
3. Confirmation of the minutes of 107th AGM held 24th June 2020
4. Matters arising from minutes
5. Presentation of Annual Report and Financial Statements 2020-21
6. Extension of term of Honorary members (Rule 13.3)
7. Notice of Motion:

Motion that: -

Rule 11 Junior members be amended as circulated and available to members.

Explanation: -

The revised Rule 11 is attached. There are two changes:

1. Rule 11.3 is separated into two Rules.
 2. A new Rule 11.5 is added. The Club currently has a number of junior players, under age 17 on low handicaps, who represent the Club in adult interclub competitions. At present they cannot play on the course before 12 noon on a Saturday, Sunday or public holiday (and such other days as the Board may determine) unless they are accompanied by a full playing or life member, or are competing in an official Club competition. The proposed Rule 11.5 would provide an exemption for approved juniors to play at any time.
8. Elections - to fill vacancies on Board and Committees
- Board: - President, Club Captain, Marketing Convenor, Course Convenor, Member Representative
- Golf Committee – 2 members
- Course Committee - 1 member
- Honorary Auditor
9. General Business

For the Board

Julie Perks
General Manager

Revised Rule 11. Junior members

11. Junior members

- 11.1. The board may offer junior memberships to persons aged under 21 years provided the board is satisfied that a parent or legal guardian of any person aged under 18 years approves of the membership.
- 11.2. Parents or legal guardians of a junior member aged under 18 years shall be responsible for the good conduct of and for any expense incurred by that junior member.
- 11.3. Junior members aged under 17 years shall have the right to play on the club course on days other than before 12 noon on a Saturday, Sunday or public holiday and such other days as the board may from time to time determine.
- 11.4. The board may permit junior members aged under 17 years to play on the club course at any other times provided the junior member is accompanied by a full playing or life member or is competing in an official club fixture.
- 11.5. From time to time, the board may provide exemptions to junior members, entitling them to full unencumbered access to the course.
- 11.6. Junior members shall be entitled to use such areas of the clubhouse and club facilities and at such times as the board may from time to time determine.
- 11.7. A junior membership shall cease at the end of the financial year in which the member attains the age of 21 years.

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 2020/2021 year, and budget for 2021/2022.

The financial year ending 31 March 2021 was another eventful one for the Club. We dealt with the impacts of the Covid lock-down, welcomed a new general manager and were in a position to spend some money, thanks to a strong financial performance post the lock-down. On that note, I am able to report an operating surplus of \$141,832 (before depreciation) for the financial year ending 31 March 2021.

The Club was fortunate to receive a Covid wage subsidy of \$51,984 from the Government as mentioned in the Financial Controller's report. This softened the impact of the lock-down and enabled the Club to continue to pay 100% of our staff's salaries/wages.

The Club was also fortunate to receive \$28,790 in grants, thanks to the energy and persistence of Grant Baker who made many applications during the year. \$20,000 of this grant money was used as part payment for a new and much needed mower. The balance of \$23,500 (GST exclusive) was able to be funded from cash-flow as was the purchase of two new computers for the office.

The Club's financial performance reflects the strong income flow from green fees. Around the region, casual player interest surged after lock-down and this continued throughout the financial year. Our initiative to turn casual players into members has seen over 60 new members under the age of 40 joining our ranks. This is a great result.

In February Ange Walsh, our General Manager, resigned. Ange did an excellent job in a part-time capacity and I'm particularly grateful for the work she did during lock-down, when she managed the club office from home. March 2021 saw the return of Julie Perks as our new General Manager in what is now a full-time role. I'm delighted to have Julie back with us.

In the course of the last year, the Board has been working on a new strategic plan for the Club. This is almost complete and will shortly be added to the Governance section of our website. Included amongst our strategic priorities, is the goal to have a culture of winning. This is not just amongst ourselves but within the wider region where we compete in men's, women's and junior interclub. Manor Park has long been a force to be reckoned with and I'd like to mention, in particular, this year's outstanding result by the Div 9 team (the Taniwhas) and by the Junior 18 Hole Pennants White team, both first in their Division. Congratulations and thank you to all interclub players who go out and compete on behalf of the Club.

Manor Park Golf Course and Golf Club continue to change and evolve. The Club has been able to clear and widen a critical part of the internal stream that runs along the third fairway. In the near future we will witness the construction of the shared pathway that will run along our western boundary. This will help to showcase our course to those who travel beside it.

This year there will be further changes on the Board. Vic Stella steps down after upwards of thirty years involved on both committees and latterly as Convenor of the Course Committee. Ian Voisey steps down after five years as Club Captain and Convenor of the Golf Committee. A big thank you to both Ian and Vic for the huge contributions that they have made to the Club. This year, I reach the end of my second two-year term as President and will not be standing for re-election. I have enjoyed my time as president although there have been many pressures and also much satisfaction as we worked our way through the land sale. I have nominated Win Van der Velde as my replacement, subject to election. I will stay on for a year as the Financial Controller to support Win and the Club through the transition.

Each year, a huge amount of work goes in to maintaining and running the Club. We are very fortunate to have skilled and dedicated staff, board members and volunteers who strive to provide a great golfing experience to members and visitors. Craig Flack and his team have done an excellent job in presenting the course, skilfully managing the many challenges that arise such as recovery after the Covid lock-down.

Finally, a very big thank you to you the members of this great club. Without your staunch support, Manor Park Golf Club would not exist. On all our behalf, I extend our gratitude to the staff, committee members, board members and volunteers for their efforts during the last year.

Best wishes and good golfing.

Craig Berridge
President

Club Captain's Report 2021

This last year has been a good one for the club. The course seems to be full of young and energetic players, a lot of regular green fees players, but since we introduced our under 30 & 40's special, we have gained over 60 new members from this promotion. The course has been in great nick lately, the greens are about as good as they have been for a long while and the pace has increased. I've only heard good comments from visiting players.

This was my last year as Club Captain. Looking back over the last 5 years there has been a lot happening. The board has tried many different ideas to keep the club on a course to survive and prosper over the next 20 years.

Below is a list of items that have been worked on, and things that have happened in the past 5 years within the club. Not an exhaustive list, but exhausting thinking about all the work that would have gone into sorting these items. While all this was going on the course was open and lots of golf was played.

- New Pins with prisms
- Potential Merger with Royal Wellington
- Potential Merger with Judgeford
- New year's tournament two-day event
- Selling the land to the Council
- Green Fee players promotion
- Revamp of the Greens
- Re-organizing of the club admin and pro shop
- Interclub, start and finish events
- Par 3 course trial
- New course ratings and stroke hole allocation
- Hutt river trail
- New golf rules
- Member's donations
- Covid drama
- Under 30 and 40's promotion
- Introduction of the Green tees

I would encourage you all to participate in the club events we run. It's not all about winning or losing but how you play golf, possibly with some pressure, playing with members you may not usually play with, meeting new friends and learning from others. This will increase your golfing experience.

The club is in great hands going forward, the Board is working very well together and getting things done. The club will now have a bigger, better and a little younger Captain. Let him know your thoughts, feelings ideas about the club, course, and events. Watch out for him on the course, he hits the ball a long way, and make sure he doesn't see you throwing clubs or not repairing pitchmarks.

I have enjoyed my time as Captain, 5 years did actually feel like it went on and on, but we did get some stuff done. I would like to thank the various Golf committee and Board members who have supported and encouraged me over the years and the members that helped along the way supporting the club and its endeavours.

Cheers

Ian Voisey

Club Captain 2016 - 2021

Women's Captain Golf Report 2021

The women's groups remain in excellent spirits with good numbers attending the various club days to enjoy the competition and the friendship. On the competitive side, Lonise Tago is the Open Champion and Virginia Sanders the Bronze Champion for 2020. Belinda Cattermole and Cath Congreve are the nine-hole weekend and nine-hole mid-week champions, respectively.

The 2021 Lansdowne team struggled with numbers throughout the season but were very grateful to those who always offered to play no matter what. The three junior girls continue to improve on their games and each season their confidence grows. The team has its sights set on 2022, looking to improve on this year's results.

The Mary Alward/Tuakana team finished the season 13th out of 15 teams. The silver pennants team and the nine-hole index team finished second from the bottom of their competitions. The bronze pennants team came 4th out of 8 teams, which is a good result.

We are proud of our younger members who were all key members of our Lansdowne team and have participated in various regional events as well.

The various women's groups within the Club continue to function efficiently due to the hard work put in by the conveners and committees of each of those groups.

The weekend ladies group remains stable in numbers and a group of players and partners are planning a trip away to Napier later in the year to play in the 2021 Trinity Hill Hawkes Bay 4-Course Golf and Wine Tournament.

The mid-week ladies group remains stable with 22-25 attending each week. The Silver and Bronze Combo Pennants teams often struggle to get enough players, but the conveners worked together to ensure both teams could be fielded and even encouraged players to join in who have never played interclub before. The mid-week open day will be played on 29th November this year.

The nine-hole weekend ladies group is maintaining good numbers with some of the mid-week nine-hole ladies joining in at the weekend. In mid-March 17 players went to Queenstown for a golfing trip, which was enjoyed by all. The nine-hole interclub team is a combination of both mid-week and weekend nine-hole players.

The nine-hole mid-week ladies group lost a couple of long-standing members but gained one new member this year. They changed their competition day from Monday to Wednesday after the ladies 18-hole group. This has proved successful as they do not have disruptions to their programme due to long weekends etc. and are able to utilize the catering services provided on that day.

Our course continues to be in excellent condition, and we appreciate all the work our greenkeepers put into keeping it that way, especially as it has had a lot more use due to an influx of green fee players. 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 for 2020/2021

The past year has been a period of consolidation. Major work has been done on flood mitigation with the able assistance of John Keeler who has supervised contractors to reform the stream bed on the 3rd fairway and create a flood plain upstream of the port hole bridge. This work is not yet complete, and we will shortly be installing a debris arrester in the stream. This will hopefully assist in keeping any floodwater away from the 3rd fairway.

Over recent times we have managed to obtain grants to replace the truckster and more recently the rough mower. At present we have applied for a grant to assist with the purchase of a fairway mower. Due to an improving financial position the Club has set aside funds for capital purchases and this should assist with favourable grant applications.

Future wish list funding would be for the completion of the fairway irrigation on holes 4 and 7 and the practice fairway.

Negotiations over the last 12 months have taken place with the Hutt City Council and the Regional Council for the building of the proposed cycle way which will have an impact on the western side of the course. Hopefully the disruption to our course will not be too severe.

There is also to the replacement water pipe line in the not too distant future which may result in some disruption to the 7th hole.

The course has been presented in excellent order over the past 12 months and I would like to thank Craig Flack and his team of Ian McIntosh and Bill Brown for their sterling work.

Also many thanks to Gerry Berti and John Keeler for their valuable assistance over the year.

The course has had a lot more players over it in recent times and we have noticed more divots not being replaced. If you notice anyone not repairing divots, pitch marks or raking bunkers after use, please have a quiet word.

We have a great course, please look after it appropriately.

Vic Stella

Course Convenor

Marketing Report

By Curtis Tohiariki, Marketing Convenor

2020 has been a successful year for Manor Park, due in no small part to the marketing initiatives that have been implemented and the clubs renewed focus on growing and valuing the membership.

Marketing initiatives

Through 2020/21 there have been two key initiatives that the marketing committee and the Board have focused on.

The first is the **Under 40** membership promotion. It is no secret that golf across New Zealand is supported by an aging demographic, with the average age of a typical golfer now being over 65. Inevitably, this will have an impact on club membership as many of our stalwart members deprioritise golf or find it more difficult to actively participate.

To ensure the long-term financial health of the club, the Board agreed that it was prudent to attract a younger crowd to the club. The vehicle to do this was to offer three membership deals for golfers under 40. Membership deals that provide better value for money than any other course in Wellington.

30 – 39: \$790

20 – 29: \$475

13 – 19: \$150

This promotion has seen the number of younger members increase considerably, with over 60 people taking up the under 40's deal. The priority for the club is to continue to attract new, younger members while also making our established membership feel valued and included.

The second initiative has been the continued increase of Manor Park's share of the Wellington green fee market. For the last few years, the Board has disrupted standard golf expectations in Wellington by offering the best value green fees of any club. **\$20 Sunday – Friday and \$30 on Saturday**. This continues to be a huge revenue generator for the club and has put pressure on other clubs to follow our lead.

In the last three years, green fee revenue has increased by over 300%, and continues to rise. The challenges for the Board and the marketing committee will be to ensure that these increased green fee profits can be utilised for the benefit of club members, and that we provide a quality of service and golfing products that entice casual golfers to return or become full members.

The committee

The marketing committee has grown and changed over the last 12 months. At the last AGM, two new members were elected to the committee – Bruce Irwin and Jordan Tohiariki. Since then, we have also welcomed onboard Dillon Russell (a new under-30 member), Caitlin Hildyard and Julie Perks, GM of Manor Park.

It is fantastic to have new blood, new ideas and a group of committed members to populate this committee and I anticipate the we may see other additions in the future.

I also want to acknowledge Winchester van der Velde and Mark Fairmaid, who continue to provide wise council, support and energy into much of the committee's work. Mark in particular, as he manages and updates the club's social media platforms. Mark is doing an outstanding job of promoting the club on Facebook and Instagram while also making golf content more accessible for the members.

Aroha nui to all the members on and supporting the marketing committee.

What's next?

As per the Board's new Strategic Plan, the committees' key focus for the next 6 months will be the completion and implementation of a three-year marketing plan.

This marketing plan will have nine key deliverables, which in turn fall into one of three strategic goals:

Goal 1: Build Manor Park's membership

Goal 2: Be the course of choice for casual golfers

Goal 3: Deliver increased value for members

In order to meet these goals, there will need to be careful consideration given to a few key questions:

- 1) *What do we want our customer's experience to be, both for members and casual players?*
- 2) *What partnerships can we forge with other businesses to provide benefit for our members?*
- 3) *What information can we gather that will allow us to be more responsive for our customers?*
- 4) *What is working well elsewhere that we can implement ourselves?*
- 5) *What do we want Manor Park to look/feel/sound like in the next 10 years?*

Practically, the marketing committee is examining how we build the club's brand through direct advertising, social media marketing and corporate events. We are also developing a

framework which will allow us to engage with our members and customers so that we can better understand what services and benefits they want.

Lastly, we are also striving to build the culture and social engagement around the club. This means better communication with club members, exciting new events for players to be involved in and building strong relationships between all of our members.

As convenor for the marketing committee, I think this is an exciting time to be involved in setting the club's future. As little as two years ago, Manor Park's future was uncertain and potentially bleak. However, following on the back of a very profitable year for the club, and one in which we saw the club membership increase by over 30%, it is with an earned degree of optimism that I look forward to how we can develop the club in the years to come.

It is also important not to under-estimate the commitment, intelligence and passion of the people who manage the club's governance and operations. I am fortunate to be supported by diligent and dedicated Board members, enthusiastic and astute marketing committee members and it is beyond fantastic to have Julie Perks as the new GM. Kudos to Julie who works approximately 1000 hours per week to make our club hum.

Mauruuru me te tumanako ahau kia kite i a koutou katoa i runga i te akoranga.

Curtis Tohiariki

Marketing Convenor and 170m hitter of 8 irons

Financial Report

It is easy to forget that Covid-19 first shut down New Zealand at 11.59 pm on 25 March 2020. On the 27 April 2020, New Zealand moved to alert level 3 at 11.59 pm, and members of Manor Park were allowed to return to the course, provided they minimised contact and remained in their bubble.

As a result of Covid-19, in April 2020 Manor Park Golf Club (MPGC) received a government subsidy of \$51,948, which offset the reduced income from green fee players, delayed membership payments and the impact on Community grant applications. This enabled the club to pay 100% of the staff wages whilst they were in lock down.

The past financial year MPGC recorded an operating profit of \$141,832 (before depreciation). This figure includes Community grants of \$28,790. This figure also reflects the increase in green fee players on course, returning \$152,938, equating to 28% of the club's total income.

Total income for the year was \$543, 850 (excluding the Covid subsidy), up \$35,700 on the financial 2019/20 year.

Although new membership initiatives were introduced during the financial year, total subscriptions were down from \$340,164 to \$303,166, a reduction of \$36,998. Subscriptions continue to make up 56% of the club's total income.

The Golf shop with its limited stock, continues to operate at a small profit, turning a nett profit of \$9,461. Similarly, the Bar continues to break even, with a nett profit of \$2,569.

Tournament income is made up from various tournaments throughout the year. This year saw the return of a two-day New Year's tournament. This tournament has the opportunity to grow and provide a good return for the club, both in revenue and reputation.

Total expenses for the year totalled \$402,017, (also positively impacted upon by the Covid subsidy), down \$62,164 on the previous year. This included the stream flood protection work of \$8,000, following flood repair last year of \$15,000, and further work will take place along the stream this year.

During the course of the year, different areas of expenditure were explored. The club took on AIB Insurance brokers as their chosen provider, increased the cover on the club house, equipment, and irrigation systems, and paid less per annum, (refer summary below). The club will also look to utilise AIB as a key sponsor.

Course expenditure was also explored, and the MPGC Building Warrant of Fitness (IQP) providers were reviewed. A Requests for Interest (RFI) from other providers including the existing provider was sought, looking to bring all areas requiring inspection under one provider. The club has now signed up with Aquaheat as the sole provider and will look to save \$2,300 per annum. Aquaheat will also be a future club sponsor.

Lastly, it was great to see a Community grant from Pub Charities of \$20,000 supported by \$23,500 in club cashflow funds provide the opportunity for the club to purchase a new Lastec 721XR Trailed Rotary Gangs mower from Power Turf NZ Ltd, at a cost of \$43,500 (excl GST). It has been some time since the club could purchase new equipment.

As a result of the operating profit identified, the Board has set aside \$50,000 in a Capital Expenditure account, which will be utilised to enhance Grant applications for further new equipment for the course. These funds will also assist in the development of an ongoing building and grounds maintenance programme for the course.

Some of these funds will be used to offset the rebate financial members received as a result of paying their subscriptions leading into Covid lockdown but being unable to play. As far as I am aware, Manor Park is the only club that has looked after their members in this way.

This has been an interesting and challenging year for me as Financial Controller. I take the opportunity to thank Keith Newton for bleeding me into the role, and still adding value for this AGM. I also acknowledge the assistance provided by Craig Berridge.

Finally, the club is blessed with a new Club Manager who is passionate and committed to taking the club forward. Julie, and the Board, can only deliver for you if we work collectively as a team. Our primary income remains club subscriptions, and we continue to look at new initiatives to encourage new membership, and over the next 12 months will continue to look at ways to recognise and repay the support provided by our existing members.

I would ask that all members continue to promote the club with pride, as we continue our journey to being one of the Wellington Regions leading Golf clubs of choice.

Win van der Velde

Financial Controller

*Club Insurance Cover

	Building Cover	Equipment / Vehicle	Public Liability	Total Cost (Excl GST)
Original Vero pre AIB as Broker	Material Damage \$3,197,000 cover -\$2,840k Buildings -\$75k Site Improvement -\$275k Contents -\$7k Stock Business Interruption: \$65k Cover -\$50k ICOW -\$5k Loss of rents -\$5k Record Restoration -\$5k Claim Prep \$23,922.25	\$135,800 - 18 Vehicles \$10m 3 rd party liability \$1,939.90	\$2,000,000 cover Protection for 7 employees \$960.00	\$26,812.15
VERO	Material Damage \$4,873,000 cover \$4,157m Buildings \$324k Site Improvements - \$110k Irrigation Cover \$275k Contents \$7K Stock Business Interruption: \$65k Cover -\$50k ICOW -\$5k Loss of rents -\$5k Record Restoration -\$5k Claim Prep \$22,996.30	\$185,900 – 18 Vehicles \$10m 3 rd party liability \$2,807.53	\$2,000,000 cover Protection for 10 employees \$960.00	\$26,763.83

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDING

31 March 2021

	<u>Actual 2021</u>	<u>Budget 2021</u>	<u>Budget 2022</u>	<u>Actual 2020</u>
Subscriptions - General (Note 5)	282,600	285,310	296,800	331,306
Subscriptions - Corporate	5,460	5,000	5,584	6,879
Green fees - General	152,938	108,000	121,000	104,858
Under 30 & 40 subs	13,724	0		0
Members Round donations-Juniors	1,331	2,350	900	6,448
Net Bar/Café Income (note 4)	2,569	-2,272	-3,880	-1,725
Golf Shop- net	9,461	4,550	-4,800	8,064
Miscellaneous	10,000	7,900	8,100	8,367
Community Trust Grant (Note 3)	28,790	0	30,000	19,250
Rental Income	5,520	5,520	5,520	5,554
Sponsorship	0	0		2,000
Donations	445	600	500	20
Tournament/Trophies	14,026	8,450	13,000	11,427
Advertising & Marketing Income	6,235	1,500	6,000	1,500
Interest received	10,751	11,000	10,500	4,201
Total Income	543,850	437,908	489,224	508,150
Less Total Expenditure	402,017	397,949	480,578	464,181
Net Operating Income/(Deficit)	141,832	39,959	8,646	43,969
Less Provision for Depreciation	12,606	80,000	50,000	81,756
Net Surplus/Deficit after Depreciation	129,226	-40,041	-41,354	-37,787
Loss on sale of land				-539,000
Accumulated Funds 31 March 2020	806,703			1,383,490
Accumulated Funds 31 March 2021	935,930			806,703
Administration				
Advertising and Marketing	4,688	7,172	8,000	2,624
Alarms & Security	1,661	1,380	1,860	2,008
Bank Fees	2,338	3,600	4,150	3,452
Insurance	18,850	26,588	26,796	22,849
Junior Development	2,465	0	1,000	0
Legal, Licenses & Fees	8,856	10,000	10,000	18,700
Golf Assn Member Levies	18,640	21,318	19,638	19,723
Postage, Print & Stationery	2,188	5,479	2,250	7,647
Rates	485	270	270	7,486
Rent (note 7.2)	36,832	39,996	39,996	20,165
Staff Costs	63,748	51,204	87,904	66,836

Miscellaneous	7,786	12,287	8,750	10,610
Team Expenses	2,699	4,000	4,000	795
Telephone & Internet	1,892	3,009	2,004	2,518
Tournament /trophies	11,769	6,100	6,000	7,592
Website Support fees	2,148	2,162	2,162	2,340
Total Administration	187,045	194,565	224,780	195,345
<u>Course Expenses</u>				
Maintenance - Course	29,649	22,900	31,468	29,764
Maintenance - Machinery	6,444	9,200	9,200	7,886
Roads, Path & Bridges	1,630	908	1,000	1,105
Seeds & Sprays	5,922	4,750	4,750	4,555
Sundries	1,679	2,058	4,150	794
Salaries & Wages	132,640	116,048	159,120	154,863
Water Systems	1,898	1,100	1,100	1,060
Total Course Expenses	179,862	156,964	210,788	200,027
<u>House Expenses</u>				
Building/Equip Maintenance	10,202	12,108	15,000	16,767
Cleaning, Hygiene & Lock up	13,021	16,869	15,280	16,749
Light & Heat	7,605	13,300	10,600	12,700
Rubbish Removal	3,842	3,615	3,860	3,756
Total House Expenses	34,670	45,892	44,740	49,972
<u>Cost of Financing</u>	440	528	270	18,837
<u>Total Expenditure</u>	402,017	397,949	480,578	464,181

Manor Park Golf Club Inc
Statement of Financial Position as at 31 March 2021

	2021	2020
Current Assets		
Cash in Tills	1,270	1,270
BNZ Current Accounts	211,306	137,981
Term Deposits	400,000	400,000
On Call deposit- Re Members deposits	26,027	26,000
Debtors	3,450	380
Accrual interest on deposits	13,223	4,201
Stocks	5,786	5,519
Total Current Assets	661,062	575,351
Fixed Assets (Note 1)		
Buildings	259,693	244,781
Furnishings & Office Equip	11,885	9,380
Water Systems	71,551	75,585
Machinery	83,950	58,845
Equipment	13,195	15,400
Total Fixed Assets	440,274	403,991
Total Asset	1,101,336	979,342
Current Liabilities		
Income Received in Advance (Note 5)	95,789	87,419
Sundry Creditors & GST	45,061	48,672
Total Current Liabilities	140,850	136,091
Term Liabilities		
Subscriptions in Advance 5 years [Note 5]	9,557	21,547
Member Deposit Scheme (Note 1.j)	15,000	15,000
Total Term Liabilities	24,557	36,547
Surplus(-Deficit) for Year	129,226	-576,787
Accumulated Funds b/fwd	806,703	1,383,491
Accumulated Funds	935,929	806,704
Total Liabilities & Funds	1,101,336	979,342

FUNDS STATEMENT
For The Year Ending 31 March 2021

Incoming Funds		
Net Surplus	129,226	
Add back non cash depreciation	12,606	
Increase/-decrease in working capital	-19,592	
Total Funds Inflow		122,240
Outgoing Funds		
Net Fixed asset purchases	48,888	
Total Funds Outflow		48,888
Net Funds Inflow		73,352
Opening Funds 1 April 2020		163,981
Closing funds 31 March 2021		<u>237,333</u>
Comprising the following as at 31 March 2021		
Closing bank account 31 March 2021		211,306
BNZ on call account		<u>26,027</u>
Total funds available 31 March 2021		<u>237,333</u>
Changes in Working Capital		
Accrued interest increased		-9,024
Debtors increased		-3,070
Stocks increased		-267
Creditors and accruals decreased		-3,611
Subscription 5 yr decreased		-11,990
Income received in advance increased		<u>8,370</u>
		-19,592

**MANOR PARK GOLF CLUB INC - NOTES TO THE FINANCIAL
STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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) Buildings are recorded at 2007 Government Valuation plus costs of additions less accumulated depreciation. The Government Valuation of Improvements at 1 September 2016 was \$910,000.
 - 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>
2x HP Office Computer systems	\$ 5,388
XR700 Pull Behind Finish Mower	\$ 43,500

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 1.77%.

In November 2019 those participating in the Scheme were given a choice of repayment when the Golf Club land was sold. Of the \$75,000 then owing, \$49,000 was repaid, \$11,000 transferred to Subscriptions Paid in Advance, with the remainder of \$15,000 left in the scheme.

2. Loans:

Member loans, Bank term loans and overdraft were fully repaid in the previous financial year from the sale of land to the greater Wellington regional Council.

3. Community Trusts:

Grants were received from the following trusts during the year totaling **\$28,790**. These funds were obtained for the following activities:

Purpose	Amount (\$)	Trust
CXR700 pull behind finish mower	20,000	Pub Charity
Junior Coaching	2,550	Hutt Mana Charitable
General Managers wages	6,240	Four Winds Foundation

4. Bar Trading Account

	2021	2020
<u>Sales:</u>	\$	\$
Bar General	51,203	45,842
Bar Corporate	0	0
Total Sales	51,203	45,842
Cost of Goods Sold	-23,735	-21,312
Gross Profit	27,468	24,530
Less Bar Wages	-24,579	-25,899
Less Bar/Café Maintenance & Fees	-320	-357
Net (-Loss) Profit for Year	2,569	-1,725

5. Income

Income Received in Advance

Current Liability

Member Subscriptions 2021/22 \$95,789

Accrued interest on Term Deposits, \$400,000 \$13,223

Term Liability

Prepaid Subscriptions (5 years) \$9,557

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 :

Admin	\$14,059
Course	\$18,259
Bar	\$7,030
Cleaning	\$4,200
Golf Shop	<u>\$8,400</u>
TOTAL	\$51,948

7.2 The Greater Wellington Regional Council gave us the equivalent of a one month rent holiday amounting to \$3,333 GST Excl.

ASSURANCE PRACTITIONER'S FINANCIAL REVIEW MANOR PARK GOLF CLUB INCORPORATED

Report on the Financial Statements

I have reviewed the accompanying financial statements of The Manor Park Golf Club which comprise the statement of financial position as at 31 March 2021, and the statement of financial performance and the funds statement for the 12 months then ended, and a summary of significant accounting policies and other explanatory information.

The Board's Responsibility for the Financial Statements

The Board is responsible for the preparation and fair presentation of these financial statements in accordance with the accounting policies adopted by the Club, and for such internal control as the Board determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

My responsibility is to express a conclusion on the accompanying financial statements. I conducted my review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ) 2400, Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity.

ISRE (NZ) 2400 requires me to conclude whether anything has come to my attention that causes me to believe that the financial statements, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires me to comply with relevant ethical requirements.

A review of financial statements in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The assurance practitioner performs procedures, primarily consisting of making enquiries of management and others within the club, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, I do not express an audit opinion on these financial statements.

Other than in my capacity as Assured Practitioner I have no relationship with, or interests in Manor Park golf club, other than being a playing member.

Conclusion

Based on my review, nothing has come to my attention that causes me to believe that these financial statements do not give a true and fair view in all material aspects of the financial position of Manor Park Golf Club as at 31 March 2021 and of its financial performance and fund movements for the 12 months then ended.

G.K. Manning (C.A. Retired)
2 June 2021

Officers:

President: Mr Craig Berridge
 Club Captain: Mr Ian Voisey
 Financial Controller: Mr Win van der Velde
 Board Members: Mr Vic Stella
 Mr Curtis Tohiariki
 Mr Grant Baker
 Mr John Keeler

Honorary Auditor: Mr Graham Manning
 General Manager: Ms Julie Perks

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

Craig Berridge	12	Vic Stella	12
Ian Voisey	12	Curtis Tohiariki	12
Win van der Velde	6	John Keeler	8
Grant Baker	8		

Life Members:

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

Details of Membership as at 31 March 2021:

Category	Men 2021	Men 2020	Women 2021	Women 2020	Total 2021	Total 2020
Full Playing	146	153	18	22	164	175
Adult Age Group	61	9	3	2	64	11
Life	6	6	1	1	7	7
9 Hole	5	4	34	34	39	38
Juniors	19	19	10	10	29	29
Midweek	28	25	16	16	44	41
Honorary	1	1	0	0	1	1
Country	0	0	0	0	0	0
Summer	20	17	7	0	27	17
Summer 9 Hole	5	8	5	4	10	12
Summer Junior	0	3	0	0	0	3
Summer Short term	0	60	0	57	0	117
Winter	0	0	0	0	0	0
Non-Playing	13	15	3	9	16	24
	304	320	97	155	401	475

List of Major Trophy Winners April 2020 – March 2021

Open Championship - Oliver Cup 2020	<i>Not Played</i>
Women's Div	<i>Not Played</i>
<u>Women's Match Play</u>	
Open	<i>Lonise Tago</i>
Bronze	<i>Virginia Sanders</i>
<u>Men's Match Play</u>	
Open	<i>Murray McDonald</i>
Intermediate	<i>John Pihema</i>
Junior	<i>Alan Clarke</i>
<u>Women's Match Play</u>	
Weekend 9 Hole	<i>Belinda Cattermole</i>
Midweek 9 Hole	<i>Cath Congreve</i>
<u>Stroke-Play Championships</u>	
Women's Open – Hipkins Trophy	<i>Caitlin Hildyard</i>
Women's Bronze – Instone Trophy	<i>Betty Ng</i>
Men's Open – Hipkins Trophy	<i>Peter Hicks</i>
Men's Intermediate – Dave Roy Memorial	<i>John Keeler</i>
Men's Junior – Drabble Trophy	<i>Richard Ng</i>
<u>Club Trophy Events</u>	
Alan Duff (Halberg) 2020	<i>Betty Ng</i>
Don Hood 2020	<i>Amirul Jalil & Gary Clout</i>
Rider Cup	<i>Not Played</i>
Ballantyne Cup; Closing Day Cup – 2020	<i>Mia Kaiwai-Puha & Tane Falconer</i>
Bree Cup – 2020	<i>John Pihema</i>
Kath Sawyer Cup	<i>Fe Harris</i>
Muirfield Trophy – 2020	<i>Not played</i>
Payne Cup	<i>Anne Alkema & Vickie Hildyard</i>
Rayland Trophy	<i>Fe Harris</i>
Most Improved Junior 2020	<i>Declan McKee</i>
Jimmy Dunn 2020	<i>Betty & Richard Ng</i>
Shootout 2020	<i>David Whitley</i>
Tingey Cup 2019	<i>Not played</i>
Summer Cup – Midweek	<i>Chris McCulloch</i>
<u>District Champion of Champions Trophy</u>	
<u>National Representation</u>	