



# AGENDA

## Donations and Loans Subcommittee Meeting Tuesday, 9 April 2024

**Date** Tuesday, 9 April 2024

**Time** 9am

**Location** Meeting Room 1  
District Council Building  
King George Place  
Timaru

**File Reference** 1661894

## Timaru District Council

**Notice is hereby given that a workshop of the Donations and Loans Subcommittee will be held in the Meeting Room 1, District Council Building, King George Place, Timaru, on Tuesday 9 April 2024, at 9am.**

### **Donations and Loans Subcommittee Members**

Clr Gavin Oliver (Chairperson), Clr Stacey Scott, Clr Stu Piddington, Clr Allan Booth and Mayor Nigel Bowen

Quorum – no less than 3 members

### **Local Authorities (Members' Interests) Act 1968**

Subcommittee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Beth Stewart

**Group Manager Community Services**

**Order Of Business**

<b>1</b>	<b>Apologies</b> .....	<b>5</b>
<b>2</b>	<b>Identification of Items of Urgent Business</b> .....	<b>5</b>
<b>3</b>	<b>Identification of Matters of a Minor Nature</b> .....	<b>5</b>
<b>4</b>	<b>Declaration of Conflicts of Interest</b> .....	<b>5</b>
<b>5</b>	<b>Confirmation of Minutes</b> .....	<b>6</b>
5.1	Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023 .....	6
<b>6</b>	<b>Reports</b> .....	<b>16</b>
6.1	Funds Available Report .....	16
6.2	Accountability Received Report .....	18
6.3	Donations and Loans Policy review.....	138
<b>7</b>	<b>Consideration of Urgent Business Items</b> .....	<b>144</b>
<b>8</b>	<b>Consideration of Minor Nature Matters</b> .....	<b>144</b>
<b>9</b>	<b>Exclusion of the Public</b> .....	<b>145</b>
<b>10</b>	<b>Public Excluded Reports</b> .....	<b>147</b>
10.1	Overview of Applications .....	147
10.2	Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023.....	147
10.3	Funding Applications - Substantial Donations.....	147
10.4	Funding Applications - General Donations.....	147
<b>11</b>	<b>Readmittance of the Public</b> .....	<b>148</b>



- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**

**5 Confirmation of Minutes**

**5.1 Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023**

**Author:** Naomi Scott, Community Development Support Officer

**Recommendation**

That the Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Attachments**

- 1. Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023**



# **MINUTES**

## **Donations and Loans Subcommittee Meeting**

**Tuesday, 19 September 2023**

**Ref: 1661894**

**Minutes of Timaru District Council  
Donations and Loans Subcommittee Meeting  
Held in the Meeting Room 1, District Council Building, King George Place, Timaru  
on Tuesday, 19 September 2023 at 9am**

**Present:** Clr Gavin Oliver (Chairperson), Mayor Nigel Bowen, Clr Stacey Scott, Clr Allan Booth

**In Attendance:** Grant Hamel (Customer Services Manager), Lynda Berkahn (Group Co-ordinator User Experience & Community Engagement), Phillipa Guerin (Fraser Park Community Trust), Jenna Hughes, Steve Kroening & Scotty Mitchell (South Canterbury Mountain Bike Club), Lynne Weaver & Martin Winterson (Life Church Timaru), Juliette Stevenson & Tracey Reilly (Mōkihi Hauora), Gene O’Sullivan (Timaru Old Boys Sports Club).

**1 Apologies**

**1.1 Apologies Received**

**Resolution 2023/88**

Moved: Cr Gavin Oliver

Seconded: Mayor Nigel Bowen

That the apology of Clr Stu Piddington be received and accepted.

**Carried**

**2 Identification of Items of Urgent Business**

No items of urgent business were received.

**3 Identification of Matters of a Minor Nature**

No matters of a minor nature were raised.

**4 Declaration of Conflicts of Interest**

- Clr Gavin Oliver declared a conflict of interest in items 6.4 ( 1.I), 6.4 (1.IV), 6.5 (VI) and 6.5 (1X) due to being associated with the Geraldine District Promotions Association and the Geraldine District Projects Trust.
- Clr Allan Booth declared a conflict of interest in item 6.8 (1I) due to providing a donation to the Fraser Park Community Trust.

**5 Confirmation of Minutes**

**5.1 Minutes of the Donations and Loans Subcommittee Meeting held on 4 April 2023**



**Resolution 2023/89**

Moved: Mayor Nigel Bowen

Seconded: Cr Gavin Oliver

That the Minutes of the Donations and Loans Subcommittee Meeting held on 4 April 2023 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

**6 Reports****6.1 Accountability Received Report**

The Customers Services Manager spoke to the report to advise the Donations and Loans Subcommittee of Accountability Forms received for donations approved by the Community Development Committee.

**Resolution 2023/90**

Moved: Cr Gavin Oliver

Seconded: Clr Allan Booth

That the Accountability Received Report be received and noted.

**Carried**

**6.2 Funds Available Report**

- 1 To advise the Donations and Loans Subcommittee on the funds available for distribution for the 2023/2024 financial year.

**Assessment of Significance**

- 2 This matter is deemed to be of low significance under the Council's Significance and Engagement Policy as this has ongoing but limited community interest and affects a small number of people in the community.

**Resolution 2023/91**

Moved: Cr Gavin Oliver

Seconded: Clr Stacey Scott

That the Funds Available Report be received and noted.

**Carried**

### 6.3 Overview of Applications Report

- 1 To present an overview of applications for funding from the General Donations, Substantial Donations, Community Development Loans and Sport & Recreational Loans funds for consideration and recommendation to the Community Development Committee.

#### Resolution 2023/92

Moved: Mayor Nigel Bowen

Seconded: Clr Stacey Scott

That the Overview of Applications Report be received and noted.

**Carried**

### 6.4 Funding Applications, General Donations & Events Report

- 1 To present an overview of applications for funding from the General Donations funds for consideration and recommendation to the Community Development Committee.

#### Resolution 2023/93

Moved: Clr Allan Booth

Seconded: Clr Stacey Scott

1. That the following applications for Round 1 of 2023 / 2024 be considered:
  - I. Pleasant Point Christmas Procession Committee – Towards the 2023 Pleasant Point Christmas Procession - \$1,000.00 (Approve:\$1,000.00)
  - II. South Canterbury RSA – Towards Annual Dawn Civic Service and Veterans Breakfast 2023 - \$5,723.00 (Approve: \$3,823.00)
  - III. Timaru Christmas Parade Trust – Towards the 2023 Timaru Santa Parade - \$5,000.00 (Approve: \$5,000.00)

**Carried**

#### Resolution 2023/94

Moved: Mayor Nigel Bowen

Seconded: Clr Allan Booth

- IV Geraldine District Promotions Association – Towards the Geraldine Matariki Motor Muster Car Show - \$5,000.00 (Approve: \$1,798.00)
- V. Geraldine District Promotions Association – Towards Street Food @ Woodbury - \$1,500.00 (Approve: \$1,500.00)
- VI. Geraldine District Promotions Association – Towards the Annual Geraldine Christmas Parade - \$2,000.00 (Approve: \$2,000.00)

**Carried**

## 6.5 Funding Applications, General Donations & Community Services Report

- 1 To present an overview of applications for funding from the General Donations funds for consideration and recommendation to the Community Development Committee.

### Resolution 2023/95

Moved: Clr Allan Booth

Seconded: Clr Stacey Scott

1. That the following applications for Round 1 of 2023 / 2024 be considered:
  - I. Senior Citizens – Age Concern – Towards Annual Venue Hire - \$5,869.57 (Approve: \$4,000.00)
  - II. Alzheimers New Zealand South Canterbury – Towards Operational Costs - \$7,150.00 (Approve: \$4,000.00)
  - III. CCS Disability Action – Towards Continuation of Support Services - \$2,000.00 (Approve: \$2,000.00)
  - IV. Citizens Advice Bureau South Canterbury Inc – Towards Operational Support - \$7,000.00 (Approve: \$4,000.00)
  - V. Gloriavale Leavers Support Trust – Towards Operating Costs - \$5,000.00 (Approve: \$5,000.00)
  - VI. Kiwi Family Trust – Towards Wool Purchase for Plunket & Community Project - \$4,500.00 (Approve: \$1,000.00)

**Carried**

### Resolution 2023/96

Moved: Mayor Nigel Bowen

Seconded: Clr Allan Booth

- VII. Geraldine District Promotions Association – Towards the Geraldine Sculpture Trail - \$9,074.50 (Approve: \$2,000.00)
- VIII. Geraldine District Projects Trust – Towards Tools for Waihi River Trails Group - \$2,370.00 (Approve: \$1,000.00)

**Carried**

## 6.6 Funding Applications and Rural Community Halls Report

- 1 To present an overview of applications for funding from the General Donations funds for consideration and recommendation to the Community Development Committee.

### Resolution 2023/97

Moved: Mayor Nigel Bowen

Seconded: Cr Gavin Oliver

1. That the following applications for Round 1 of 2023 / 2024 be considered:

- I. Milford Community Hall – Towards Installation of AED (Automated External Defibrillator) - \$3,506.99 (Approve: \$3,506.99)
- II. Otipua Hall – Towards Fixing Cladding Issues - \$9,733.55 (Approve: \$4,000.00)
- III. Pleasant Valley Hall – Towards Development of an Overnight Parking Area - \$8,950.70 (Approve: \$4,000.00)
- IV. Te Aitarakihi Society Incorporated – Towards Replacement/Additional Heat Pumps - \$6,820.00 (Approve: \$4,000.00)

**Carried**

## **6.7 Funding Applications and Substantial Donations Report**

- 1 To present an overview of applications for funding from the General Donations funds for consideration and recommendation to the Community Development Committee.

### **Resolution 2023/98**

Moved: Mayor Nigel Bowen

Seconded: Cr Gavin Oliver

1. That the following applications for Round 1 of 2023 / 2024 be considered:
  - I. Life Church Timaru – Towards Installation of Fire Alarm System - \$39,000.00 (Approve: \$5,000.00) and move to Community Services section
  - II. Mōkihi Havora – Towards Renovations of New Property - \$200,000.00 (Approve \$20,000.00)
  - III. Timaru Muslim Educational Trust – Towards the Muslim Funeral Service Facility - \$12,051.98 (Approve: \$5,000.00) and move to Community Services section
  - IV. South Canterbury Mountain Bike Club – Towards Pump Track at Centennial Park - \$40,000.00 – defer to Council meeting for consultation regarding contestable funding under Walking and Cycle Trails as in the Long Term Plan.

**Carried**

## **6.8 Funding Applications and Loans Report**

- 1 To present an overview of applications for funding from the General Donations funds for consideration and recommendation to the Community Development Committee.

### **Resolution 2023/99**

Moved: Cr Gavin Oliver

Seconded: Clr Stacey Scott

1. That the following loan application for Round 1 of 2023 / 2024 be considered:
  - I. Timaru Old Boys Sports Club – Towards Redevelopment of Changing Rooms - \$34,000.00The Subcommittee supports funding the application subject to availability of loan funds.

**Carried**

**7 Consideration of Urgent Business Items**

No items of urgent business were received.

**8 Consideration of Minor Nature Matters**

No matters of a minor nature were raised.

**9 Exclusion of the Public****Resolution 2023/100**

Moved: Mayor Nigel Bowen

Seconded: Cr Gavin Oliver

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>10.1 - Supporting Documentation for Applications - General Donations - Events Report</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
<b>10.2 - Supporting Documentation for Applications - General Donations - Community Service Report</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
<b>10.3 - Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 4 April 2023</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the	To protect commercially sensitive information

	commercial position of the person who supplied or who is the subject of the information	
<b>10.4 - Supporting Documentation for Applications - Rural Community Halls Report</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
<b>10.5 - Supporting Documentation for Applications - Substantial Donation Report</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
<b>10.6 - Supporting Documentation for Applications - Loans Report</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information

Carried

- 10 Public Excluded Reports**
- 10.1 Supporting Documentation for Applications - General Donations - Events Report**
- 10.2 Supporting Documentation for Applications - General Donations - Community Service Report**
- 10.3 Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 4 April 2023**
- 10.4 Supporting Documentation for Applications - Rural Community Halls Report**
- 10.5 Supporting Documentation for Applications - Substantial Donation Report**
- 10.6 Supporting Documentation for Applications - Loans Report**
- 11 Readmittance of the Public**

**Resolution 2023/101**

Moved: Mayor Nigel Bowen

Seconded: Cr Gavin Oliver

That the meeting moves out of Closed Meeting into Open Meeting.

**Carried**

**The meeting closed at 11.40am.**

.....  
**Clr Gavin Oliver**  
**Chairperson**

## 6 Reports

### 6.1 Funds Available Report

**Author:** Naomi Scott, Community Development Support Officer

**Authoriser:** Claire Barlow, Community Experience Manager

#### Recommendation

That the Funds Available Report be received and noted.

#### Purpose of Report

- 1 To advise the Donations and Loans Subcommittee of the remaining funds available for distribution for the 2023/2024 financial year.

#### Assessment of Significance

- 2 This matter is deemed to be of low significance under the Council's Significance and Engagement Policy as this has ongoing but limited community interest and affects a small number of people in the community.

#### Discussion

- 3 The Council has General and Substantial Donations, Community Development, and Sport & Recreation Loans available for distribution upon application.
- 4 The balance from all funds rolls over from the previous financial year.
- 5 Council contributes \$113,600.00 to the General Donations account annually.
- 6 General Donations, which include Minimal Donations (up to \$500.00) and New Zealand Representative Donations (up to \$250.00) are considered under delegated authority by the Chairperson or Deputy Chairperson of the Community Development Committee and the relevant Council Officer.
- 7 Council contributes \$30,000.00 to the Substantial Donations account annually. These funds are generated from the Community Development Loan Interest Fund and additional funds are available if required.
- 8 Funds in the Community Development and Sport & Recreation Loan accounts are generated through loan repayments and interest.
- 9 Funds available as of 15 March 2024:

#### I. General Donations

2023/2024 Council Contribution	\$113,600.00
Carry-over from 2022/2023 financial year of \$23,033.93*	\$23,033.93
Less Minimal & NZ Representative Donations July – March	\$6,250.00
Less September Allocations	\$65,627.99

**Remaining General Donations Funds Available** **\$64,755.94**



\*The Donations and Loans Policy advises “Credit balances in the Grants Fund at the end of the financial year are carried forward and added to the following year’s allocation.”. The unallocated funds have been requested to be carried forward as per the policy.

## II. Substantial Donations (Community Development Interest Fund)

2023/2024 Council Contribution	\$30,000.00
Less September Allocations	\$20,000.00
<b>Remaining Substantial Donations Funds Available</b>	<b>\$10,000.00</b>

## III. Community Development Loan

Note: for Community Development Loans each application can be considered on its merit.

## IV. Sport & Recreation Loan Funds Available

Note: for Sport & Recreation Loans each application can be considered on its merit.

## Financial Implications

### Relevant Legislation, Council Policy and Plans

9 TDC Donations and Loans Policy.

## Attachments

Nil

## 6.2 Accountability Received Report

**Author:** Naomi Scott, Community Development Support Officer

**Authoriser:** Claire Barlow, Community Experience Manager

### Recommendation

That the Accountability Received Report be received and noted.

### Purpose of Report

- 1 To advise the Donations and Loans Subcommittee of Accountability Forms received for donations approved by the Community Services Committee.

### Discussion

- 2 Successful applicants of General and Substantial Donations complete an Accountability Form or Certificate of Expenditure within two months of a project's completion. The subcommittee requested that a list, including relevant details, be presented instead of receiving full copies of the completed forms.
- 3 Below is the Accountability Received list.

### Attachments

1. Milford Community Hall Incorporated [↓](#) 
2. Geraldine Christmas Parade 2023 [↓](#) 
3. Geraldine Christmas Parade 2022 [↓](#) 
4. Temuka Christmas Parade 2023 [↓](#) 
5. Brain Injury Trust [↓](#) 
6. Pleasant Point Christmas Procession [↓](#) 
7. SC Citizens Advice Bureau [↓](#) 
8. New Zealand Young Farmers [↓](#) 
9. SC Genealogy Society [↓](#) 
10. Community Accounts Service Charitable Trust [↓](#) 
11. Volunteering Mid & South Canterbury [↓](#) 
12. Graeme Dingle Foundation [↓](#) 
13. Archives Committee Pleasant Point Primary School [↓](#) 
14. Streetfood@Woodbury [↓](#) 



For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated:

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Funding Team**  
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:



Purpose of Donation: To purchase an AED unit and outside cabinet for the Milford Hall centenary.

Benefits: To have a AED unit available for hall users and others in the Milford area.

Event Funding: How many people attended: 110 attended the Centenary celebrations.

Manner in which Funding Assistance was Publicly Acknowledged: Through the Milford ~~that~~ Community Hall Facebook page. The Temuka Magpie newsletter. An article in the Timaru Courier when we can arrange it.

Name: Milford Community Hall. Peter Bonifacio

Position in Organisation: Chairman.

Organisation: Milford Community Hall Incorporated

Amount of Grant: \$ 3506-99.

Date Donation Approved: 16 November 2023


Signed: P. J Bonifacio.

Date: 6 March 2024.

# 804422

## Tax Invoice

Puka Nama Tāke



**Halo Hone  
St John**

Customer no.	Invoice no.	Order no.	Invoice date	GST no.	P.O no.
5465149	30551981	20152637	03/05/2023	10-571-065	Peter Bonifacio

Milford Community Hall 145 Milford Lagoon Road, Rd 26 Milford Temuka 7986 New Zealand	St John Private Bag 14902 Panmure Auckland 1741 New Zealand
---	---

Attention: Milford Community Hall

Description	Qty	Unit \$	Net Total
<b>AED Products</b>			
Outdoor AED Cabinet - Key Pad Lock	1	\$569.56	\$569.56

**Subtotal**

<b>Net Total</b>	\$569.56
<b>Shipping</b>	\$0.00
<b>GST</b>	\$85.43
<b>Total</b>	<b>\$654.99</b>

Page 1 of 1

Personal information we collect will be used in accordance with our Privacy Notice which can be reviewed at [stjohn.org.nz/privacy](http://stjohn.org.nz/privacy)

---

### Payment Slip

<b>Customer name</b>	Peter Bonifacio	<b>Customer no.</b>	5465149	<b>Invoice no.</b>	30551981	<b>Payment due</b>	20/06/2023
----------------------	-----------------	---------------------	---------	--------------------	----------	--------------------	------------

Total invoice **\$654.99**

Yes, I'd like to give a donation of support

\$15  \$35  \$50  Other

**Total payment enclosed**

### Easy ways to pay

- Online payments** with a Visa or Mastercard enabled debit or credit card. Go to [stjohn.org.nz/pay](http://stjohn.org.nz/pay)
- Internet Banking**  
 Bank Account 12-3244-0023915-50  
 Payee Code 5465149  
 Ref 30551981
- Cash or Eftpos** at any NZ Post shop. Please take your invoice with you.

### Thank you for your business

Halo Hone St John is concerned with protecting the privacy of your personal information. Information provided to us will be used in accordance with our privacy policy and may be used to contact you for feedback and research purposes. You can review our privacy policy at [www.stjohn.org.nz/privacy](http://www.stjohn.org.nz/privacy)


Email: [help@stjohn.org.nz](mailto:help@stjohn.org.nz)      Phone: 0800 785 646

The Priory In New Zealand of the Most Venerable Order of the Hospital of St John of Jerusalem

[www.stjohn.org.nz](http://www.stjohn.org.nz)

## Schedule

### Rārangi Whakamārama Utunga



**Hato Hone  
St John**

Customer no.	Invoice no.	Order no.	Invoice date	GST no.	P.O no.
5465149	30551981	20152637	03/05/2023	10-571-065	Peter Bonifacio

**Customer Name:** Milford Community Hall

**Delivery Contact:** Peter Bonifacio **Phone:** 0276876447

**Product Delivery Address:** 145 Milford Lagoon Road, Rd 26, Milford, Temuka, 7986

---

**AED Products**

Item	Qty	Status
Outdoor AED Cabinet - Key Pad Lock Each	1	Unshipped

**Thank you for your business**


*Hato Hone St John is concerned with protecting the privacy of your personal information. Information provided to us will be used in accordance with our privacy policy and may be used to contact you for feedback and research purposes. You can review our privacy policy at [www.stjohn.org.nz/privacy](http://www.stjohn.org.nz/privacy)*

**Email:** [help@stjohn.org.nz](mailto:help@stjohn.org.nz) **Phone:** 0800 785 646

The Priory In New Zealand of the Most Venerable Order of the Hospital of St John of Jerusalem [www.stjohn.org.nz](http://www.stjohn.org.nz)

# Tax Invoice

## Puka Nama Tāke



**Halo Hone  
St John**

---

<b>Customer no.</b>	<b>Invoice no.</b>	<b>Order no.</b>	<b>Invoice date</b>	<b>GST no.</b>	<b>P.O no.</b>
5465149	30524421	20152607	28/04/2023	10-571-065	Peter Bonifacio

Milford Community Hall  
145 Milford Lagoon Road, Rd 26  
Milford  
Temuka 7986  
New Zealand

Attention: Milford Community Hall

St John  
Private Bag 14902  
Panmure  
Auckland 1741  
New Zealand

---

Description	Qty	Unit \$	Net Total
<b>AED Products</b>			
HeartSine Defibrillator SAM 500P Semi Automatic (Private)	1	\$2,480.00	\$2480.00

**Subtotal**

<b>Net Total</b>	\$2,480.00
<b>Shipping</b>	\$0.00
<b>GST</b>	\$372.00
<b>Total</b>	<b>\$2,852.00</b>

Page 1 of 1

Personal Information we collect will be used in accordance with our Privacy Notice which can be reviewed at [stjohn.org.nz/privacy](http://stjohn.org.nz/privacy)

---

**Payment Slip**

<b>Customer name</b>	<b>Customer no.</b>	<b>Invoice no.</b>	<b>Payment due</b>
Peter Bonifacio	5465149	30524421	20/05/2023

Total invoice **\$2852.00**

**Yes, I'd like to give a donation of support**      \$15  \$35  \$50  Other

**Total payment enclosed**

**Easy ways to pay**

- Online payments** with a Visa or Mastercard enabled debit or credit card. Go to [stjohn.org.nz/pay](http://stjohn.org.nz/pay)
- Internet Banking**  
Bank Account 12-3244-0023915-50  
Payee Code 5465149  
Ref 30524421
- Cash or Eftpos** at any NZ Post shop. Please take your invoice with you.

**Thank you for your business**

Halo Hone St John is concerned with protecting the privacy of your personal information. Information provided to us will be used in accordance with our privacy policy and may be used to contact you for feedback and research purposes. You can review our privacy policy at [www.stjohn.org.nz/privacy](http://www.stjohn.org.nz/privacy)

**Email:** [help@stjohn.org.nz](mailto:help@stjohn.org.nz)      **Phone:** 0800 785 646

The Priory in New Zealand of the Most Venerable Order of the Hospital of St John of Jerusalem

[www.stjohn.org.nz](http://www.stjohn.org.nz)



**Hato Hone  
St John**

## Schedule

Rārangi Whakamārama Utunga

Customer no.	Invoice no.	Order no.	Invoice date	GST no.	P.O no.
5465149	30524421	20152607	28/04/2023	10-571-065	Peter Bonifacio

**Customer Name:** Milford Community Hall

**Delivery Contact:** Peter Bonifacio **Phone:** 0276876447

**Product Delivery Address:** 145 Milford Lagoon Road, Rd 26, Milford, Temuka, 7986

**Product Delivery Notes:** Attn: Peter Bonifacio

---

### AED Products

Item	Qty	Status
HeartSine Defibrillator SAM 500P Semi Automatic (Private) Each	1	Unshipped

**Thank you for your business**

Hato Hone St John is concerned with protecting the privacy of your personal information. Information provided to us will be used in accordance with our privacy policy and may be used to contact you for feedback and research purposes. You can review our privacy policy at [www.stjohn.org.nz/privacy](http://www.stjohn.org.nz/privacy)

**Email:** [help@stjohn.org.nz](mailto:help@stjohn.org.nz) **Phone:** 0800 785 646

The Priory In New Zealand of the Most Venerable Order of the Hospital of St John of Jerusalem **[www.stjohn.org.nz](http://www.stjohn.org.nz)**



## Statement of Accounts

Your accounts at a glance as at 29 September 2023

MILFORD PUBLIC HALL INC  
 C/O R BIRD  
 105 ORAKIPAOA ISLAND RD  
 RD 26  
 TEMUKA 7986

0889

### Today's statements

Account type	Account number	Balance
Business Premium Current Account	01-0885-0004542-00	1,697.03

### Business Premium Current Account

Account name MILFORD PUBLIC HALL  
 Account number 01-0885-0004542-00  
 Statement number 00193  
 Statement period 01 Apr 2023 - 29 Sep 2023

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Apr	Opening balance			496.44
17 Apr	DC MRS R A BRODIE AND L Brodie Milford Hall 15 4 23		80.00	576.44
21 Apr	DC MR J M MALCOLM AND Sat 22-04		100.00	676.44
21 Apr	DD CONTACT ENERGY L 000500076256 001000039518 058301039917	95.82		580.62
28 Apr	GROSS CREDIT INTEREST PAID		0.81	581.43
08 May	BP BONIFACIO CM Bonifacio Tia Haumu		80.00	661.43
09 May	DC KRUGER, F A Kruger Donation		650.00	1,311.43
15 May	BP A&C Farming A&C Farming Bond refund	500.00		811.43
19 May	BP The Magpie The Magpie Advert	10.00		801.43
22 May	DC 01-0885-0004542-50 Transfer		2,852.00	3,653.43
22 May	DD CONTACT ENERGY L 000500076256 001000039518 057101255695	101.98		3,551.45
22 May	BP St John St John 30524421	2,852.00		699.45
31 May	GROSS CREDIT INTEREST PAID		1.63	701.08
08 Jun	PUMPKIN SALE		598.00	1,299.08
20 Jun	BP Marsh Limited Marsh Ltd I02202562	276.00		1,023.08
20 Jun	BP Firewatch South Cant Firewatch 22402	150.65		872.43
20 Jun	BP The Magpie The Magpie 785	10.00		862.43
21 Jun	DD CONTACT ENERGY L 000500076256 001000039518 056203419199	125.39		737.04
30 Jun	GROSS CREDIT INTEREST PAID		1.87	738.91
17 Jul	DC 01-0885-0004542-50 Transfer		655.00	1,393.91
<b>Totals at end of page</b>		<b>\$4,121.84</b>	<b>\$5,019.31</b>	<b>\$1,393.91</b>

AP Automatic Payment    BP Bill Payment    DC Direct Credit    ED Electronic Dishonour    FX Foreign Exchange    IP International EFTPOS Transaction    IF International Payment  
 AT Automatic Teller Machine    CQ Cheque/Withdrawal    DD Direct Debit    EP EFTPOS Transaction    IA International Money Machine    VT Visa Transaction



**Business Premium Current Account - continued**

Date	Transaction type and details	Withdrawals	Deposits	Balance
<b>Balance brought forward from previous page</b>				<b>1,393.91</b>
17 Jul	BP ROUNTREE A&D Denise Rount 15/07/2023 hall hire		100.00	1,493.91
17 Jul	BP St John St John 30551981	654.99		838.92
19 Jul	DEPOSIT		78.10	917.02
20 Jul	BP The Magpie The Magpie Advert 25	10.00		907.02
21 Jul	DD CONTACT ENERGY L 000500076256 001000039518 057901294158	100.67		806.35
28 Jul	DC Te Maiharoa A M Ashley te		280.00	1,086.35
31 Jul	GROSS CREDIT INTEREST PAID		1.72	1,088.07
02 Aug	BP A te Maiharoa A teMaiharoa Bond refund	200.00		888.07
21 Aug	BP The Magpie The Magpie Advert	10.00		878.07
21 Aug	DD CONTACT ENERGY L 000500076256 001000039518 057501297476	120.07		758.00
31 Aug	GROSS CREDIT INTEREST PAID		1.79	759.79
31 Aug	BP MCLEAN,EULALI Saturday 2 September Lali McLean		350.00	1,109.79
04 Sep	BP Miss EA McLean E McLean Bond refund	200.00		909.79
06 Sep	BP GOODWIN, PAUL M Milford Bowl Hall hire		420.00	1,329.79
08 Sep	BP MCLEAN,HAMISH Wendy McLean Sat night 09 Sept 23		350.00	1,679.79
11 Sep	BP H McLean H McLean Bond refund	200.00		1,479.79
15 Sep	BP SHAW A M Ann Shaw reunion milford hall		20.00	1,499.79
15 Sep	BP WARD M J MichelleWard Centenary		20.00	1,519.79
15 Sep	BP MCCORMICK L W Alison & Les McCormick Hall Celebra		40.00	1,559.79
15 Sep	DC Westgarth S J & Ann Westgarth Ne Bisdee		40.00	1,599.79
18 Sep	DC McKirdy P A & H HMcKirdy 3 person Brookland		60.00	1,659.79
20 Sep	BP The Magpie The Magpie Advert	10.00		1,649.79
21 Sep	DD CONTACT ENERGY L 000500076256 001000039518 056303529845	125.64		1,524.15
22 Sep	BP BROWN G S & V S & V Brown Milford Hall		40.00	1,564.15
26 Sep	BP GOODWIN, PAUL M Milford Hall Goodwin		40.00	1,604.15
28 Sep	BP WARD H G Helen Ward Celebration		50.00	1,654.15
28 Sep	BP MADDREN E M Merle Maddren Milford Hall		20.00	1,674.15
28 Sep	BP STEINMANN N J Nick (dinner Steinmann (		20.00	1,694.15
29 Sep	GROSS CREDIT INTEREST PAID		2.88	1,697.03
<b>Totals at end of page</b>		<b>\$1,631.37</b>	<b>\$1,934.49</b>	<b>\$1,697.03</b>
<b>Totals at end of period</b>		<b>\$5,753.21</b>	<b>\$6,953.80</b>	<b>\$1,697.03</b>

Your available credit is \$1,697.03 as at the closing date of this statement.

**AP** Automatic Payment    **BP** Bill Payment    **DC** Direct Credit    **ED** Electronic Dishonour    **FX** Foreign Exchange    **IP** International EFTPOS Transaction    **IF** International Payment  
**AT** Automatic Teller Machine    **CQ** Cheque/Withdrawal    **DD** Direct Debit    **EP** EFTPOS Transaction    **IA** International Money Machine    **VT** Visa Transaction



For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated.

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Funding Team**  
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:  Kero Report

Purpose of Donation: Geraldine Christmas Parade 2023  
Costs & expenses

Benefits: Festive Community event. Participation, involvement and connection. Reps from local businesses, clubs, groups and organisations. Support volunteers. Festive FUN!

Event Funding: How many people attended: 3000

Manner in which Funding Assistance was Publicly Acknowledged:  
G.nz Face Book page posts, signage + posters, press articles. Adverts

Name: Betty Ann Smart  
Position in Organisation: G.nz (Geraldine District Dev + Promotion Association)

position Organisation: Co ordinator

Amount of Grant: \$ 2000

Date Donation Approved: \_\_\_\_\_

Signed: [Signature]

Date: 5/2/24

# 804422

## Geraldine Christmas Parade Report 2023

The 2023 Geraldine Christmas Parade took place on **Friday 1<sup>st</sup> December** on a dry but cool evening.

There were 42 registrations but close to **60 actual floats, exhibitors and vehicles**, making for nearly an hour of entertainment for the packed street audience. Many participants took the theme of NURSERY RHYMES to heart and we saw groups and floats from a range of designs and creative ideas.

Thanks must go to Janene Adams for her preparation work well in advance to ensure the parade was booked in, the volunteers on the parade committee Susan, Sally and Gail for all their hard work and enthusiasm to ensure the event went so well. Congratulations and well done!

Thank you also to Gavin, Howard and Sophie who all pitched in to help out on the night.

Thank to our judges this year, Alan Watts (Geraldine Lions Rep), Jan Finlayson (Geraldine Community Board Chair) and Miles Anderson (newly elected Waitaki MP) who were delighted to be asked and be so involved with our festive community event.

The parade winners were:

- Haywood Cottage Montessori (Best Christmas Spirit)
- Hayden Mackenzie Contracting Ltd (Most Enterprising)
- Woodbury School and All in One Excavation Ltd (Best Family Focus)

As always, the Geraldine Lions Club generously provided volunteer marshals for the road closures, BBQ and Chocolate Wheel, the Village Inn donated the winners prizes to go with the awards and Fresh Choice Geraldine continued their amazing sponsorship of Santa's sleigh and the huge lolly scramble which follows the parade.

The Geraldine High School Leaders were delighted to be asked once again to lead the Parade with the banner.

Thanks go to our local emergency services who attended, and supported, especially the local Police who escorted the judges from the stage to the Domain and helped Santa with the lolly scramble.

Annie Seed from Mediaworks, Breeze radio was thanked for not only radio promotion of the event but also her help as MC on the night.

The South Canterbury Pipe Band played during the parade. Sadly the Alpine Energy Timaru Brass Band was unable to attend this year to a lack of numbers.

We estimate that approximately 3000 people attended and enjoyed the event.

Sincere thanks go to the Timaru District Council for the funding of this parade which has always been an important community event, bringing together people from right across the Geraldine district and beyond.

Now the event is over for another year the committee will meet for a debrief and feedback will be sought from stakeholders to develop a plan for next years event.

Betty-Ann smart

**Geraldine.nz Coordinator**

## Account Transactions

### The Geraldine District Development and Promotion Association Incorporated For the period 1 April 2023 to 31 March 2024

Project is Christmas Parade.

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
<b>Christmas Parade Costs</b>								
11 Oct 2023	Payable Invoice	Rothbury Insurance Brokers - Liability Insurance	IN14382294	200.00	-	200.00	230.00	30.00
7 Nov 2023	Payable Invoice	Geraldine Community Resource Centre Trust - Printing for Santa Parade	5297	24.35	-	224.35	28.00	3.65
17 Nov 2023	Payable Invoice	Geraldine Community Resource Centre Trust - Colour Printing	5307	8.70	-	233.05	10.00	1.30
23 Nov 2023	Payable Invoice	Geraldine Community Resource Centre Trust - Printing Road closure notices	5311	29.57	-	262.62	34.00	4.43
30 Nov 2023	Payable Invoice	Allied Press Limited - Christmas Parade Advertising	T255966/Nov23	734.00	-	996.62	844.10	110.10
30 Nov 2023	Payable Invoice	Betty-Ann Smart (Expenses) - Meeting Costs Christmas Parade	Nov Expenses	16.07	-	1,012.69	16.07	-
30 Nov 2023	Payable Invoice	Mediaworks - Advertising for Christmas Parade	2023-154569	504.00	-	1,516.69	579.60	75.60
1 Dec 2023	Payable Invoice	Fresh Choice Geraldine - Christmas parade expenses	FC30/11/23	21.64	-	1,538.33	24.89	3.25
1 Dec 2023	Payable Invoice	Barkers Foodstore & Eatery - Gift packs for judges	089764	15.65	-	1,553.98	18.00	2.35
21 Dec 2023	Payable Invoice	Betty-Ann Smart (Expenses) - Meeting Costs Christmas Parade	21122028E	5.80	-	1,559.78	5.80	-
31 Dec 2023	Payable Invoice	Geraldine Community Resource Centre Trust - Printing Christmas Parade Poster	Dec 23 INV5301	10.43	-	1,570.21	12.00	1.57
22 Jan 2024	Payable Invoice	South Canterbury Pipe Band - Christmas Parade Band Donation 2023	GLD Xmas Pde 23	300.00	-	1,870.21	300.00	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
22 Jan 2024	Payable Invoice	Timaru Engravers - Xmas Parade Cups engraving	8838	103.91	-	1,974.12	119.50	15.59
	<b>Total Christmas Parade Costs</b>			<b>1,974.12</b>	<b>-</b>	<b>1,974.12</b>	<b>2,221.96</b>	<b>247.84</b>
<b>Christmas Parade Sponsorship</b>								
20 Nov 2023	Receive Money	Timaru District Council - Donation to the Santa Parade		-	2,000.00	2,000.00	2,000.00	-
	<b>Total Christmas Parade Sponsorship</b>			<b>-</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>-</b>
<b>Total</b>				<b>1,974.12</b>	<b>2,000.00</b>	<b>(25.88)</b>	<b>4,221.96</b>	<b>247.84</b>





**Naomi Scott**

---

**From:** Betty-Ann Smart <info@geraldine.nz>  
**Sent:** Monday, 5 February 2024 6:14 pm  
**To:** Funding Enquiries  
**Subject:** Geraldine.nz 2023 Christmas Parade TDC Funding Accountability Report  
**Attachments:** GNZ Christmas Parade 2023 Accountability Report Microsoft Lens.pdf;  
The\_Geraldine\_District\_Development\_and\_Promotion\_Association\_Incorporated\_-\_Account\_Transactions (1).pdf; Geraldine Christmas Parade Report 2023.pdf;  
thumbnail\_IMG\_0227.jpg; 20231201\_183949[1].jpg; 20231201\_190401[1].jpg;  
20231201\_184643[1].jpg

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Naomi,

Thank you all so much for the funding to enable us to run another wonderful Christmas Parade at the end of last year.

Please find attached our Account Report, Financial Report, Board Report and some photos.

We really appreciate your support, thank you on behalf of the Board, our members, sponsors and the community.

If you need more information or have any queries please do not hesitate to contact me.

Ngā mihi

*Betty-Ann*

On behalf of Geraldine.nz  
**Ph: 027 555 6524**  
**Email: [info@geraldine.nz](mailto:info@geraldine.nz)**  
**[www.geraldine.nz](http://www.geraldine.nz)**

*'I do not dream of Sussex downs, or quaint old England's quaint old towns. I think of what may yet be seen, in Johnsonville or **Geraldine.**' (Denis Glover)*



---

---

Proud Sponsors of  Geraldine

---

---

[www.geraldine](http://www.geraldine)



For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated:

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

Funding Team  
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:

Vero Report

Purpose of Donation: Geraldine Christmas Parade 2022  
Costs & Expenses

Benefits: Festive Community gathering. Involvement, connection and representation from local businesses, organisations and community groups. Festive celebrations and FUN!

Event Funding: How many people attended:

2000

Manner in which Funding Assistance was Publicly Acknowledged:

face Book page, signage & posters, press articles & advertising

Name:

Geraldine District Development & Promotion

Position in Organisation:

Coordinator (since Oct 23) Association TA

Organisation:

Betty-Ann Smart

Geraldine.nz

Amount of Grant:

\$2000

Date Donation Approved:

Signed:

[Signature]

Date:

5/2/24

# 804422

## Account Transactions

### The Geraldine District Development and Promotion Association Incorporated For the period 1 April 2022 to 31 March 2023

Project is Christmas Parade.

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
<b>Christmas Parade Costs</b>								
15 Aug 2022	Spend Money	Janene Adams - Christmas Parade Eventfinda Avert		34.74	-	34.74	39.95	5.21
27 Oct 2022	Payable Invoice	Rothbury Insurance Liability Insurance	INL3208260	173.91	-	208.65	200.00	26.09
1 Nov 2022	Payable Invoice	Mediaworks - Santa Parade Advertising	2022-72876	465.52	-	674.17	535.35	69.83
12 Dec 2022	Payable Invoice	South Canterbury Highland Pipe Band - Donation from Santa Parade	Donation	300.00	-	974.17	300.00	-
31 Jan 2023	Payable Invoice	Fresh Choice Geraldine - Christmas parade - rubbish bags and chocolates for judges		29.25	-	1,003.42	33.64	4.39
		<b>Total Christmas Parade Costs</b>		<b>1,003.42</b>	<b>-</b>	<b>1,003.42</b>	<b>1,108.94</b>	<b>105.52</b>
<b>Christmas Parade Sponsorship</b>								
30 Nov 2022	Receive Money	Timaru District Council - Community Services Committee grant for Santa Parade	Christmas Parade Grant	-	1,739.13	1,739.13	2,000.00	260.87
		<b>Total Christmas Parade Sponsorship</b>		<b>-</b>	<b>1,739.13</b>	<b>1,739.13</b>	<b>2,000.00</b>	<b>260.87</b>
		<b>Total</b>		<b>1,003.42</b>	<b>1,739.13</b>	<b>(735.71)</b>	<b>3,108.94</b>	<b>366.39</b>





**Naomi Scott**

---

**From:** Betty-Ann Smart <info@geraldine.nz>  
**Sent:** Monday, 5 February 2024 6:06 pm  
**To:** Funding Enquiries  
**Subject:** Geraldine.nz Christmas Parade TDC Funding Accountability Report 2022  
**Attachments:** GNZ Christmas Parade 2022 TDC Accountability Report Microsoft Lens.pdf; The\_Geraldine\_District\_Development\_and\_Promotion\_Association\_Incorporated\_-\_Account\_Transactions.pdf; IMG\_0938.JPG; 0Ec35UDM.jpeg; IMG\_0971.JPG

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Naomi,

Please find attached the 2022 Geraldine.nz Christmas Parade TDC Funding Accountability Report. As you may be aware I only started my new role later Oct last year so if you have any queries for the G.nz Board regarding the report please do not hesitate to contact me.

Thank you for your patience, and continued support.

Ngā mihi

*Betty-Ann*

On behalf of Geraldine.nz  
**Ph: 027 555 6524**  
**Email: info@geraldine.nz**  
[www.geraldine.nz](http://www.geraldine.nz)

*'I do not dream of Sussex downs, or quaint old England's quaint old towns. I think of what may yet be seen, In Johnsonville or **Geraldine**.'* (Denis Glover)

=====  
=====  
**Proud Sponsors of**  **GO**



=====  
=====  
**[www.geraldine](http://www.geraldine.com)**



Accountability Of A Council Donation



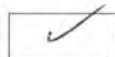
Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it within two months after the projects completion to:

Funding Team
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:



Purpose of Donation: Temuka Christmas Parade

Benefits: Temuka District community
Bring families together & promote this event every year

Event Funding: How many people attended: 2000 - 3000

Manner in which Funding Assistance was Publicly Acknowledged:

Advertised in The Courier, Mediaworks & Speech on the day

Name: Noeline Clarke
Position in Organisation: Treasurer
Organisation: Temuka Promotions Assn
Amount of Grant: \$ 2000
Date Donation Approved:
Signed: [Signature]
Date: 5-02-24

# 804422





**Statement of Accounts**  
Your accounts at a glance as at 31 October 2023

THE TREASURER  
TEMUKA PROMOTIONS ASSOCIATION  
28 SHAW ST  
TEMUKA 7920

0889



**NEW SCAMS AND FRAUD GUIDE**

Our new Scams and Fraud Guide covers some of the most common scams and ways to help keep you and your money safe. Scams and fraud are on the rise and keep getting more complex, sophisticated, and harder to spot. Pick up a copy in branch or find it on the ANZ website at [anz.co.nz/banksafe](http://anz.co.nz/banksafe).



**Today's statements**

Account type	Account number	Balance
Business Premium Current Account	01-0885-0025917-00	3,296.18

**Business Premium Current Account**

Account name TEMUKA PROMOTION ASSOCIATION  
Account number 01-0885-0025917-00  
Statement number 00205  
Statement period 01 Oct 2023 - 31 Oct 2023

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Oct	<b>Opening balance</b>			<b>2,885.76</b>
04 Oct	BP Crombie Lockwood 233-07FHQ I03987613 TemukaPromo	592.78		2,292.98
24 Oct	DC TRUST AORAKI Trust Aoraki Grant SETK2301		1,000.00	3,292.98
31 Oct	GROSS CREDIT INTEREST PAID		5.82	3,298.80
31 Oct	WITHHOLDING TAX PAID	2.62		3,296.18
<b>Totals at end of page</b>		<b>\$595.40</b>	<b>\$1,005.82</b>	<b>\$3,296.18</b>
<b>Totals at end of period</b>		<b>\$595.40</b>	<b>\$1,005.82</b>	<b>\$3,296.18</b>

Your available credit is **\$3,296.18** as at the closing date of this statement.

AP Automatic Payment    BP Bill Payment    DC Direct Credit    ED Electronic Dishonour    FX Foreign Exchange    IP International EFTPOS Transaction    IF International Payment  
AT Automatic Teller Machine    CQ Cheque/Withdrawal    DD Direct Debit    EP EFTPOS Transaction    IA International Money Machine    VT Visa Transaction



Crombie Lockwood (NZ) Limited  
 3 King George Place Timaru 7910  
 P O Box 695 Timaru 7940  
 P +64 3 687 7640 F +64 3 688 3091  
 www.crombielockwood.co.nz

**Client Number** 233-07FHQ  
**Broker** Cassie Appleby  
 Page 1

TAX INVOICE

## Client Invoice

Temuka Promotions Association Inc  
 C/- Noeline Clarke  
 28 Shaw Street  
 Temuka 7920

**Cover Reference** 1380692-012  
**Effective Date** 05 October 2023  
**Invoice Date** 01 September 2023  
**Invoice Number** I03987613  
**GST Number** 87-749-657

### Invoice Details

Reference	Description	Invoice Amount (incl GST)
1380692/012	SmartPAK Statutory Liability	\$113.25
1380692/012	SmartPAK Public Liability	\$479.53

### Transaction Description

SMARTpak Renewal 2023-2024	Amount Due	\$515.46
	Fire and Emergency Levy	
	Earthquake Commission Levy	
	Sub Total Due	\$515.46
	GST Due	\$77.32
	<b>Total Invoice Amount</b>	<b>\$592.78 NZD</b>

In accordance with your instructions, we have arranged placement of your insurance as detailed in the attached documents. The Amount Due may include commission as previously advised and/or income for our services as specified in our Terms of Business. Arrangements with insurers for whom your insurance is placed allow us to earn investment income from handling premiums in accordance with the Insurance Intermediaries Act 1994.



### REMITTANCE ADVICE

The amount is due within 14 days of receipt of this invoice.

Crombie Lockwood (NZ) Limited  
 Private Bag 68 910  
 Wellesley Street  
 Auckland 1141

**Client Number** 233-07FHQ  
**Branch** TIMARU  
**Invoice Date** 01 September 2023  
**Invoice Number** I03987613  
**Client Name** Temuka Promotions Association Inc  
**Amount Due** \$592.78 NZD

Please pay into our NZD ACCOUNT 01 1839 0159564 00

Particulars	Code	Reference
233-07FHQ	I03987613	<Your Name>



# Statement of Accounts

Your accounts at a glance as at 30 November 2023

THE TREASURER  
 TEMUKA PROMOTIONS ASSOCIATION  
 28 SHAW ST  
 TEMUKA 7920



## Today's statements

Account type	Account number	Balance
Business Premium Current Account	01-0885-0025917-00	4,540.00

## Business Premium Current Account

Account name TEMUKA PROMOTION ASSOCIATION  
 Account number 01-0885-0025917-00  
 Statement number 00206  
 Statement period 01 Nov 2023 - 30 Nov 2023

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Nov	Opening balance			3,296.18
16 Nov	Christmas	545.00		2,751.18
17 Nov	BP Allied Press Ltd T147300	155.26		2,595.92
20 Nov	DC Timaru Dist Council DIRECT CREDIT		2,000.00	4,595.92
29 Nov	BP Kidstuff Xmas Parade Costume Hire	60.00		4,535.92
30 Nov	GROSS CREDIT INTEREST PAID		7.41	4,543.33
30 Nov	WITHHOLDING TAX PAID	3.33		4,540.00
<b>Totals at end of page</b>		<b>\$763.59</b>	<b>\$2,007.41</b>	<b>\$4,540.00</b>
<b>Totals at end of period</b>		<b>\$763.59</b>	<b>\$2,007.41</b>	<b>\$4,540.00</b>

Your available credit is \$4,540.00 as at the closing date of this statement.

AP Automatic Payment    BP Bill Payment    DC Direct Credit    ED Electronic Debit    FX Foreign Exchange    IP International EFTPOS Transaction    IF International Payment  
 AT Automatic Teller Machine    CQ Cheque/Withdrawal    DD Direct Debit    EP EFTPOS Transaction    IA International Money Machine    VT Visa Transaction

**CASH OUT**

<b>FLOATS – 1<sup>st</sup> \$150, 2<sup>nd</sup> \$100, 3<sup>rd</sup> \$75</b>	<b>\$325.00</b>
<b>WINDOW DISPLAYS – 1<sup>st</sup> \$40, 2<sup>nd</sup> \$30, 3<sup>rd</sup> \$20</b>	<b>\$ 90.00</b>
<b>TEMUKA PIPE BAND DONATION - \$100</b>	<b>\$100.00</b>
<b>SWEET CREATIONS – LIBRARY MORNING TEA - \$30</b>	<b>\$ 30.00</b>
	<hr/>
	<b>\$545.00</b>

Dorothy Tucker <info@kidstuff.net.nz>

27/11/2023 10:35

costume hire

To j.n.clarke@xtra.co.nz

I hope the children enjoyed Elmo & Cookie Monster.  
Happy for 430 this year per costume, a discounted rate since you are regulars.  
Total \$60 to our kid stuff account 0640 889 0 314900 00  
regards  
Dorothy

[Kidstuff Website](#)



03 688 5152  
170 Stafford Street, Timaru



# Statement of Accounts

Your accounts at a glance as at 29 December 2023

THE TREASURER  
 TEMUKA PROMOTIONS ASSOCIATION  
 28 SHAW ST  
 TEMUKA 7920

0889

### NEW SCAMS AND FRAUD GUIDE

Our new Scams and Fraud Guide covers some of the most common scams and ways to help keep you and your money safe. Scams and fraud are on the rise and keep getting more complex, sophisticated, and harder to spot. Pick up a copy in branch or find it on the ANZ website at [anz.co.nz/banksafe](http://anz.co.nz/banksafe).



## Today's statements

Account type	Account number	Balance
Business Premium Current Account	01-0885-0025917-00	3,959.23

## Business Premium Current Account

Account name      TEMUKA PROMOTION ASSOCIATION  
 Account number    01-0885-0025917-00  
 Statement number   00207  
 Statement period   01 Dec 2023 - 29 Dec 2023

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Dec	<b>Opening balance</b>			<b>4,540.00</b>
12 Dec	BP THE LIONS CLU Temuka Lions Donation Xmas Parade		300.00	4,840.00
20 Dec	BP Allied Press Ltd TU Courier Nov23 T147300	299.01		4,540.99
20 Dec	BP MediaWorks Radio Ltd TIU2068 2023-155775	586.50		3,954.49
29 Dec	GROSS CREDIT INTEREST PAID		8.61	3,963.10
29 Dec	WITHHOLDING TAX PAID	3.87		3,959.23
<b>Totals at end of page</b>		<b>\$889.38</b>	<b>\$308.61</b>	<b>\$3,959.23</b>
<b>Totals at end of period</b>		<b>\$889.38</b>	<b>\$308.61</b>	<b>\$3,959.23</b>

Your available credit is **\$3,959.23** as at the closing date of this statement.

AP Automatic Payment    BP Bill Payment    DC Direct Credit    ED Electronic Dishonour    FX Foreign Exchange    IP International EFTPOS Transaction    IF International Payment  
 AT Automatic Teller Machine    CQ Cheque/Withdrawal    DD Direct Debit    EP EFTPOS Transaction    IA International Money Machine    VT Visa Transaction



# Tax Invoice/Statement

**Allied Press Limited**

GST Registration 27-997-198

TEMUKA PROMOTIONS ASSOCIATION  
 TEMUKA PROMOTIONS ASSOCIATION  
 28 SHAW STREET  
 Temuka, 7920  
 NEW ZEALAND

**Customer Number:** T147300  
**Invoice Date:** 30/11/2023  
**Invoice Number:** T147300/Nov23  
**Page:** Page 2 of 2

**Balance B/Fwd:** 155.26

**Payments**

Payment Date	Payment Ref	Description	Payment Amt
17/11/2023	PP00419485		(155.26)
30/11/2023	PY00159019		(155.26)
<b>Total Payments</b>			<b>(155.26)</b>

Adjustment Date	Description	Net Amount	GST Amount	Total Amount
				0.00
<b>Total Prior Period Adjustments</b>				<b>0.00</b>

**Publications**

Publ. Date	Doc Number	Customer Ref	Booking Ref	Description	Ad Space	Net Amount	GST Amount	Total Amount
<b>Timaru Courier</b>								
02/11/2023	IN00859935		2615143	ENTER CHRISTMAS PARADE NOTICE X 4 202	5 x 2	67.50	10.13	77.63
16/11/2023	IN00865781		2615143	ENTER CHRISTMAS PARADE NOTICE X 4 202	5 x 2	67.50	10.13	77.63
23/11/2023	IN00868897		2628348	TEMUKA CHRISTMAS PARADE 2023	10 x 2	125.00	18.75	143.75
<b>Total Timaru Courier</b>								<b>299.01</b>
<b>Total Current Charges</b>								<b>299.01</b>
<b>Total Amount Due - TEMUKA PROMOTIONS ASSOCIATION</b>								<b>299.01</b>



# Statement of Accounts

Your accounts at a glance as at 31 January 2024

THE TREASURER  
 TEMUKA PROMOTIONS ASSOCIATION  
 28 SHAW ST  
 TEMUKA 7920

0889



## Today's statements

Account type	Account number	Balance
Business Premium Current Account	01-0885-0025917-00	3,353.96

## Business Premium Current Account

Account name TEMUKA PROMOTION ASSOCIATION  
 Account number 01-0885-0025917-00  
 Statement number 00208  
 Statement period 01 Jan 2024 - 31 Jan 2024

Date	Transaction type and details	Withdrawals	Deposits	Balance
01 Jan	Opening balance			3,959.23
08 Jan	BP Temuka New World 0000567073	609.55		3,349.68
31 Jan	GROSS CREDIT INTEREST PAID		7.79	3,357.47
31 Jan	WITHHOLDING TAX PAID	3.51		3,353.96
<b>Totals at end of page</b>		<b>\$613.06</b>	<b>\$7.79</b>	<b>\$3,353.96</b>
<b>Totals at end of period</b>		<b>\$613.06</b>	<b>\$7.79</b>	<b>\$3,353.96</b>

Your available credit is \$3,353.96 as at the closing date of this statement.

AP Automatic Payment    BP Bill Payment    DC Direct Credit    ED Electronic Dishonour    FX Foreign Exchange    IP International EFTPOS Transaction    IF International Payment  
 AT Automatic Teller Machine    CQ Cheque/Withdrawal    DD Direct Debit    EP EFTPOS Transaction    IA International Money Machine    VT Visa Transaction





**NEW WORLD**

Joyccs Trading Ltd  
 T/A Temuka New World  
 185 King Street  
 TEMUKA 7920  
 Phone 03-615-7770 Fax  
 Email office.temuka@newworld-si.co.nz

**STATEMENT**

GST No. 111-748-101

TEMUKA PROMOTIONS ASSN  
 4a Alexandra Street  
 TEMUKA 7920  
 NZ

Customer Number: 0000567073 - 8106  
 Statement Date: 31 December 2023  
 Period: from 1 December 2023 to 31 December 2023  
 Page: 1 of 1

Receipt	Reference	Description	Amount Including GST
		Opening Balance as at 1 December 2023	609.55
<b>Closing Balance</b>			<b>\$609.55</b>

Under 30 Days	30+ Days	60+ Days	90+ Days	Amount Due
\$0.00	\$609.55	\$0.00	\$0.00	\$609.55

If paying electronically please make your payment into account 020888 0174088000  
 Please also include 0000567073 in the code field on your outgoing payment.  
 This statement is due on or before 20 January 2024

RStatement\_New



\*\* DUPLICATE RECEIPT \*\*

**New World Temuka**

Phone: (03) 615 7770  
 TAX INVOICE GST NO: 111-748-101  
 Rec# 0090018663 Date 15/11/2023 14:16:28  
 Operator Lane 9 Lane 9  
 Customer TEMUKA PROMOTIONS AS

NEW WORLD GROCERY SHO	4 @	\$0.99 EA =	\$3.96
CADBURY ROSES CHOCOLA	10 @	\$13.49 EA =	\$134.90
PASCALL FRUIT BURST @	35 @	\$6.69 EA =	\$240.84
RJS HACKINTOSHS TOFFE	12 @	\$14.99 EA =	\$179.88

Total including GST \$559.58  
 Signature Required: *[Signature]*  
 Charge Account \$559.58

All prices include GST  
 Thank You for shopping with us

Our Shopping Hours are

Mon	Tue	Wed	Thu	Fri	Sat	Sun
8:00	8:00	8:00	8:00	8:00	8:00	8:00
8:30	8:30	8:30	8:30	8:30	8:30	8:30

Always more  
 : rewarding.

Enjoy Club Deals and more with New World Clubcard. Sign up today at the Customer Service desk, visit [clubcard.co.nz](http://clubcard.co.nz), or call 0800 80 70 70.

\*\*\*\*\* BE IN TO WIN \$500 \*\*\*\*\*  
 Tell us how we did today and go into the monthly draw to win a \$500 New World gift card.  
 Have your say at [newworld.co.nz/survey](http://newworld.co.nz/survey) or scan the QR code



Rec# 0090018663 15 Nov 2023 14:16



**New World Temuka**

Phone: (03) 615 7770  
 TAX INVOICE GST NO: 111-748-101  
 Rec# 0061475901 Date 16/11/2023 15:52:51  
 Operator Lane 6 Lane 6  
 Customer TEMUKA PROMOTIONS AS  
 New World Clubcard: 601435...8126 Flybuys

CADBURY ROSES CHOCOLA	2 @	\$5.99 EA =	\$11.98
IMAGE GALLERY XMAS RD	1 @	\$7.99 EA =	\$7.99
NEW WORLD GIFT CARD	1 @	\$30.00 EA =	\$30.00

GST Exempt

GST Inclusive Items subtotal	\$19.97
GST Exempt Items subtotal	\$30.00
-----	
Total including GST	\$49.97
Includes GST of	\$2.60
-----	
Charge Account	\$49.97

(C) Clubcard Savings -\$5.00

All prices include GST  
 except where indicated  
 Thank You for shopping with us

Our Shopping Hours are

Mon	Tue	Wed	Thu	Fri	Sat	Sun
8:00	8:00	8:00	8:00	8:00	8:00	8:00
8:30	8:30	8:30	8:30	8:30	8:30	8:30

\*\*\*\*\* BE IN TO WIN \$500 \*\*\*\*\*  
 Tell us how we did today and go into the monthly draw to win a \$500 New World gift card.  
 Have your say at [newworld.co.nz/survey](http://newworld.co.nz/survey) or scan the QR code



Rec# 0061475901 16 Nov 2023 15:53



For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Customer Services Manager**  
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:



**Purpose of Donation:**

Providing Liaison Service, Facilitate support groups in Timaru District.

**Benefits:**

Supporting individuals, family + whanau in their own community.  
Growing the Liaison Service in the Timaru District.

**Event Funding: How many people attended:** Newsletter sent/mailed to clients

6 people (on average) attend the monthly support groups, 2 education sessions held.

**Manner in which Funding Assistance was Publicly Acknowledged:**

Quarterly Newsletters, Social Media - Facebook + Instagram + AGM.

Name:

Jane Butterfield

Position in Organisation:

Manager

Organisation:

Brain Injury Canterbury

Amount of Grant:

\$4,650

Date Donation Approved:

4/5/23

Signed:

J Butterfield

Date:

27/11/23

# 804422

# Account Transactions

## The Brain Injury Association (Otago) Incorporated For the period 22 May 2023 to 31 January 2024



Region is Timaru.

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	ACCOUNT
<b>Timaru</b>								
22 May 2023	Spend Money	jane mileage - Mileage Costs Cant		68.70	-	79.00	10.30	Canterbury Vehicle
22 May 2023	Spend Money	Pay week ending 3 June - Jane C Timari		296.64	-	296.64	-	Canterbury Liaison Wages
22 May 2023	Spend Money	Pay week ending 3 June - Jane B Timaru		195.41	-	195.41	-	Canterbury Admin Wages
22 May 2023	Spend Money	Scotts Auto Sales - purchase of Car for Canterbury		1,825.43	-	2,099.25	273.82	Canterbury Vehicle
2 Jun 2023	Spend Money	Pay we 10 July - Jane C Timaru		296.64	-	296.64	-	Canterbury Liaison Wages
2 Jun 2023	Spend Money	Pay we 10 July - Jane B Timaru		195.41	-	195.41	-	Canterbury Admin Wages
19 Jun 2023	Spend Money	ProSigns - Sign writing for Canterbury Car		93.75	-	107.81	14.06	Canterbury Vehicle
19 Jun 2023	Spend Money	Pay We 26 July - Jane C Timaru		296.64	-	296.64	-	Canterbury Liaison Wages
19 Jun 2023	Spend Money	Pay We 26 July - Jane B Timaru		195.41	-	195.41	-	Canterbury Admin Wages
3 Jul 2023	Spend Money	Pay we 12 June - Jane C Timaru		296.64	-	296.64	-	Canterbury Liaison Wages
3 Jul 2023	Spend Money	Pay we 12 June - jane b timaru		195.41	-	195.41	-	Canterbury Admin Wages
10 Jul 2023	Spend Money	z - petrol timaru		58.88	-	67.71	8.83	Canterbury Vehicle
17 Jul 2023	Spend Money	Pay we 4 March - jane c Timaru		296.64	-	296.64	-	Canterbury Liaison Wages
17 Jul 2023	Spend Money	Pay we 4 March - jane B timaru		195.41	-	195.41	-	Canterbury Admin Wages
17 Jul 2023	Spend Money	Expenses June - Petrol		43.50	-	50.03	6.53	Canterbury Vehicle
10 Aug 2023	Spend Money	z - petrol timaru		52.00	-	59.80	7.80	Canterbury Vehicle
14 Aug 2023	Spend Money	Pay we 10 July - Jane C Timaru		296.64	-	296.64	-	Canterbury Liaison Wages
14 Aug 2023	Spend Money	Pay we 10 July - Jane B Timaru		195.41	-	195.41	-	Canterbury Admin Wages
28 Aug 2023	Spend Money	Pay We 26 July - Jane C Timaru		296.64	-	296.64	-	Canterbury Liaison Wages
28 Aug 2023	Spend Money	Pay We 26 July - Jane B Timaru		195.41	-	195.41	-	Canterbury Admin Wages

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	GROSS	GST	ACCOUNT
11 Sep 2023	Spend Money	z - petrol timaru		67.33	-	77.43	10.10	Canterbury Vehicle
11 Sep 2023	Spend Money	Pay Sept & Oct 2023 - jane b timaru		315.90	-	315.90	-	Canterbury Liaison Wages
11 Sep 2023	Spend Money	Pay Sept & Oct 2023 - jane c timaru		1,186.50	-	1,186.50	-	Canterbury Liaison Wages
10 Oct 2023	Spend Money	z - petrol timaru		60.83	-	69.95	9.12	Canterbury Vehicle
6 Nov 2023	Spend Money	Pay we 14 Nov 2021 - Jane B Timaru		97.79	-	97.79	-	Canterbury Liaison Wages
6 Nov 2023	Spend Money	Pay we 14 Nov 2021 - Jane C Timaru		296.64	-	296.64	-	Canterbury Admin Wages
10 Nov 2023	Spend Money	z - petrol timaru		52.95	-	60.89	7.94	Canterbury Vehicle
20 Nov 2023	Spend Money	Pay we 16 Oct - Jane C Timaru		304.05	-	304.05	-	Canterbury Liaison Wages
20 Nov 2023	Spend Money	Pay we 16 Oct - jane B timaru		195.41	-	195.41	-	Canterbury Admin Wages
4 Dec 2023	Spend Money	Pay we 10 July - Jane C Timaru		304.05	-	304.05	-	Canterbury Liaison Wages
4 Dec 2023	Spend Money	Pay we 10 July - Jane B Timaru		195.41	-	195.41	-	Canterbury Admin Wages
11 Dec 2023	Spend Money	z - petrol timaru		54.28	-	62.42	8.14	Canterbury Vehicle
18 Dec 2023	Spend Money	Pay we 17 April & 1 May 2022 - Jane C Timaru		912.16	-	912.16	-	Canterbury Liaison Wages
18 Dec 2023	Spend Money	Pay we 17 April & 1 May 2022 - Jane B timaru		586.20	-	586.20	-	Canterbury Liaison Wages
10 Jan 2024	Spend Money	z - petrol timaru		69.07	-	79.43	10.36	Canterbury Vehicle
<b>Total Timaru</b>				<b>10,285.18</b>	<b>-</b>	<b>10,652.18</b>	<b>367.00</b>	
<b>Total</b>				<b>10,285.18</b>	<b>-</b>	<b>10,652.18</b>	<b>367.00</b>	

Client Ref	Employee ID	Employee Name	Gross	Total Tax	Net	Pay Day Transfer	KS ee	KS er	ESCT	SL
13321	103540	Emily Butterfield	1897.2	304.46	1371.37	1371.37	151.77	46.96	9.95	69.6
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	304.46	1371.37	1371.37	151.77	46.96	9.95	69.6
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	948.6	164.86	646.78	646.78	75.88	23.48	4.97	61.08
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	0	0	0	0	0	0	0	0
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	221.34	26.62	177.02	177.02	17.7	5.48	1.16	0
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	948.6	142.82	721.5	721.5	75.88	23.48	4.97	8.4
13321	212779	Jane Cawood	1920	336.9	1506.3	1506.3	76.8	47.52	10.08	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1968	352.04	1537.24	1537.24	78.72	48.71	10.33	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1968	352.04	1537.24	1537.24	78.72	48.71	10.33	0
13321	103540	Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779	Jane Cawood	1968	352.04	1537.24	1537.24	78.72	48.71	10.33	0

13321	103540 Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779 Jane Cawood	1968	352.04	1537.24	1537.24	78.72	48.71	10.33	0
13321	103540 Emily Butterfield	1897.2	329.72	1293.43	1293.43	151.77	46.96	9.95	122.28
13321	212779 Jane Cawood	1968	317.96	1571.32	1571.32	78.72	48.71	10.33	0
	Totals	63479.34	11005.68	47111.38	47111.38	3686.24	1571.19	333.09	1676.04

Report created by Thankyou Payroll Ltd  
 for: The Brain Injury Association (Otago)  
 created on: 19/01/2024 12:38  
 for period: 2023-05-18 - 2024-01-19

KEY:

- Client Ref Thankyou Payroll's account reference number
- Employee ID Thankyou Payroll's unique employee identification number
- Employee Name Employee's name saved in Thankyou Payroll's system
- Gross Total taxable income of the employee
- Total Tax Total tax deductions for this period for this employee (included but not limited to PAYE amount)
- Net Employee's total earnings after tax deductions (PAYE + SL + CS + SLCIR + SLBOR + WT)
- Pay Day Transfer Total amount transferred to the employee including any non-taxable allowances
- KS ee Employee's KiwiSaver Contribution
- KS er Employer's KiwiSaver Contribution
- ESCT Employer Superannuation Contribution Fund (KiwiSaver)
- SL Student Loan

### Mileage Log and Expense Report

Employee Name		Jane Crawford	
Employee ID			
Vehicle Description			
Authorized By			

Rate Per Km For Period	\$0.79
Total Mileage	108.23 to 1208.23
Total Reimbursement	296
	\$154.94

Date	Starting Location	Destination	Description/Notes	Odometer Start	Odometer End	Mileage	No
20/02/23	LF	petanau/airfield/knewtown	group/clients x3			91	
30/02/23	LF	rangiorua/Barrington	group/clients			80	
6/03/2023	LF	Maheti	client			10	
0/05/2023	LF	Papanui/Hawell	Group - client			20	
10/06/2023	Ashburton	Tanau/Robson/Lincoln	Clients X2 supervision			100	
11/09/2023	Lincoln	Hornby	Clients X2			15	
<b>Total</b>						<b>296</b>	



## Vehicle Offer and Sale Agreement

NEW OR USED MOTOR VEHICLE/MOTORCYCLE

Date: 19/5/2023

Tax Invoice  If Yes

D 959042

---

Customer No. \_\_\_\_\_

Customer Email \_\_\_\_\_

G S T Nos

Motor Vehicle Trader \_\_\_\_\_

Purchaser \_\_\_\_\_

Trade \_\_\_\_\_

Stock Nos \_\_\_\_\_

Sale \_\_\_\_\_

---

**MOTOR VEHICLE TRADER**

Registered Name: \_\_\_\_\_

Trading As: Scotts Auto Sales

Address: Sussex Road  
Upper Hut

Email: \_\_\_\_\_

**PURCHASER**

I/WE Name: The Brain Injury Association

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Res/Postal Address: 10 George St  
Dunedin

Ph: Hm: \_\_\_\_\_

Ph: Bus: 4716156

Ph: Mob: 0275494937

Bank: \_\_\_\_\_

Driver Lic/TSA No: \_\_\_\_\_

DOB: / /

---

DESCRIPTION OF MOTOR VEHICLE/MOTORCYCLE TO BE PURCHASED

NEW <input type="checkbox"/> USED <input checked="" type="checkbox"/>	Registration No: <u>RUW953</u>	Make: <u>Toyota</u>	Model: <u>Ayria</u>
Vehicle Year: <u>2007</u>	Engine No: _____	Chassis/Frame or VIN No: <u>7AT01651X23655868</u>	
Year of Registration: <u>2017</u>	Actual Distance the vehicle has travelled: <u>97002</u>	Engine Capacity: <u>1500</u>	Operating Fuel Type: <u>Self Ignition</u>
First Registered NZ: <u>2003</u>	VIC/WOF Details: <u>NW</u>	Particular and/or special purposes for which the vehicle is required (eg: towing, offroad use): _____	

\*Special Conditions (refer Terms & Conditions 9):

---

**DESCRIPTION OF TRADE IN MOTOR VEHICLE/MOTORCYCLE**

Registration No: \_\_\_\_\_ Colour: \_\_\_\_\_

Make: \_\_\_\_\_ Vehicle Year: \_\_\_\_\_

Model: \_\_\_\_\_ CC Rating: \_\_\_\_\_

Engine No: \_\_\_\_\_

Chassis/Frame or VIN No: \_\_\_\_\_

First Registered NZ: \_\_\_\_\_ VIC/WOF Details: \_\_\_\_\_

No of Owners NZ: \_\_\_\_\_ Motive Power: \_\_\_\_\_

Present Odometer Reading: Km / Miles \_\_\_\_\_

Extras Fitted: \_\_\_\_\_

**TRADE IN AGREEMENT**  
(Refer to Condition 4)

I offer to sell the Trader the vehicle described in my unnumbered title to same.

All encumbrances are stated below.

The Odometer fairly represents the distance travelled (Delete clause(s) not applicable. Purchaser to initial).

Purchase Price (inc GST) \$ \_\_\_\_\_

This is the only TAX INVOICE in respect of the transaction.

Value \$: \_\_\_\_\_

Sign: \_\_\_\_\_

Only valid if signed by purchaser.

Less Encumbrances Balance \$ \_\_\_\_\_

**NET TRADE-IN ALLOWANCE** \$ \_\_\_\_\_

Pay Encumbrance to: \_\_\_\_\_

The Motor Vehicle Trader acknowledges that in purchasing this vehicle the Trader accepts all the responsibilities associated with the change of ownership of the vehicle.

**PURCHASE PRICE AND PAYMENT**

I agree to pay as follows

Sale Price (incl GST)	13995
1 Year Hatch	NIL
WIFE	NIL
Full Tank Fuel	NIL
New wear	NIL
<b>SUB TOTAL (incl GST)</b>	<b>13995</b>

This is the only TAX INVOICE in respect of the transaction.

Value \$ (incl GST) \_\_\_\_\_

Sign: \_\_\_\_\_

Only valid if signed by Motor Vehicle Trader.

Less Net Trade in Allowance as detailed \_\_\_\_\_

**NET PRICE** \_\_\_\_\_

**PAYMENT SUMMARY**

Cash Payments	AMOUNT
Deposit on signing (refer condition 6)	13995
<b>TOTAL CASH</b>	<b>13995</b>
<b>BALANCE TO BE PAID</b>	<b>NIL</b>

To be financed by: \_\_\_\_\_

I wish to finance the balance outstanding together with charges over a period of \_\_\_\_\_ months.

SHOULD I FAIL TO COMPLETE THE PURCHASE I AGREE THAT THE DEPOSIT ON SIGNING WILL BE FORFEITED.

---

**INSURANCE**

OR 1. I shall arrange my own insurance as from delivery

2. Purchaser to arrange the cover for their own expense (Delete one clause - purchaser to initial)

Company: Client's own Arrangements

Amount of Cover \$: 15000

Cover Note or Policy No: \_\_\_\_\_

1. I acknowledge that the vehicle is at my risk until the insurer notifies me of its acceptance of the risk.

**THE PURCHASER ACKNOWLEDGES AND CERTIFIES THAT**

The goods to be supplied are being acquired for the purposes of the purchaser's business and accordingly the parties agree that the provisions of the Consumer Guarantees Act 1993 will not apply.

**PURCHASER** \_\_\_\_\_

22/5/23 + 452267

IF CLAUSE APPLIES, PURCHASER MUST INITIAL

---

PURCHASER'S OFFER AND AGREEMENT

I offer to purchase the above motor vehicle / motorcycle on the following basis:

- Terms and Conditions: I acknowledge that I have read, understood and agree to be bound by the Terms and Conditions appearing overleaf.
- Consumer Information Notice (Window Card): I acknowledge that I have been provided with and have signed a copy of the Consumer Information Notice attached to the vehicle and that I have read, understood and accept the contents of the notice.
- Sign Documents: I agree to do all acts and sign all documents necessary to give effect to the Agreement.
- Odometer Reading: I acknowledge that the Motor Vehicle Trader has explained to me the odometer reading of the vehicle in accordance with the information stated on the Supplier Information Notice.
- Retention of the Title: I acknowledge that the Motor Vehicle Trader has explained to me the effects of clause 2 of the Terms and Conditions overleaf and that I understand the effect of the clause.
- Privacy Act: I authorise the Motor Vehicle Trader to use any information provided by me in this Agreement for the purposes referred to in clause 14 of the Terms and Conditions overleaf.
- Consumer Guarantees Act 1993: The Consumer Guarantees Act 1993, applicable to this agreement, provides the Purchaser with rights and remedies on the sale of new or used motor vehicles of a type ordinarily acquired for personal, domestic or household use.
- I agree that if I am acquiring the vehicle for business purposes in terms of sections 2 and 43 of the Consumer Guarantees Act 1993 and the provisions of the Act will not apply accordingly.
- If this is an unregulated direct sale, as defined by s.306 of the Fair Trading Act 1986 then the Purchaser has a right to cancel this agreement under a 30MIN by giving oral or written notice of cancellation to the above Motor Vehicle Trader within 5 working days after the date the purchaser receives a copy of it.
- Acceptance of Offer: The Purchaser acknowledges that this offer to purchase will not be binding unless and until it is accepted by an authorised officer of the Motor Vehicle Trader by signature in the space provided below.

I acknowledge receipt of a copy of this document and I have read it with a copy on \_\_\_\_\_ of \_\_\_\_\_ at \_\_\_\_\_ o'clock on \_\_\_\_\_ 23/5/23.

Signature: \_\_\_\_\_ (Purchaser), Offer Date: 19/5/23

---

MOTOR VEHICLE TRADER'S ACCEPTANCE

The foregoing offers in respect of the vehicle to be purchased and of the vehicle to be traded (if any) are accepted on the terms and conditions set out.

Signature: \_\_\_\_\_

Motor Vehicle Trader/Manager/Salesman

Acceptance Date: 19/5/23

---

THE TERMS AND CONDITIONS ON THE REVERSE ARE PART OF THIS AGREEMENT



Invoice number 11987689  
 Account number 70085752  
 Invoice/Credit note date 30 June 2023  
 Purchase order

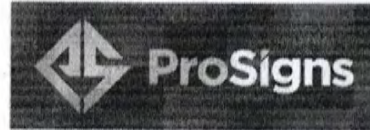
Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (excl. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
16/06/23	08:09	Caltex Alexandra	E 000047	91 Unleaded	24.74	2.3670	2.2670	48.77	56.09
18/06/23	14:10	Z Valley, Kaikorai	E 000541	91 Unleaded	22.33	2.2991	2.1991	42.70	49.11
<b>Total for card 7080591005132325</b>								<b>91.47</b>	<b>105.20</b>
<b>Card 7080591006732073 Driver Any driver</b>									
14/06/23	13:26	Challenge Kirwee	E 002628	91 Unleaded	29.20	2.4188	2.3188	58.88	67.71
<b>Total for card 7080591006732073</b>								<b>58.88</b>	<b>67.71</b>

**Key**  
 M = Z head office transaction    E = electronic instore transaction    P = manual voucher    U = unattended (self service) transaction    V = offline transaction    A = app transaction  
 \*This item is GST exempt

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total 150.35  
 GST 22.56  
**Total 172.91**



# TAX INVOICE

BRAIN INJURY CANTERBURY

Invoice Date  
1 Jun 2023  
Invoice Number  
INV-13715  
GST Number  
105-785-642

Pro Signs Limited  
PO Box 2311  
Dunedin 9044  
Ph 03 455 6613

Description	Quantity	Unit Price	Amount NZD
SUPPLY & FIT SIGNWRITING TO TOYOTA AQUA PUW953	1.00	625.00	625.00
		Subtotal	625.00
		TOTAL GST 15%	93.75
		<b>TOTAL NZD</b>	<b>718.75</b>

Due Date: 20 Jul 2023  
Please pay by direct debit into 06-0909-0232583-00

**PAID**  
# 454156  
1/6/23

## PAYMENT ADVICE

To: Pro Signs Limited  
PO Box 2311  
Dunedin 9044  
Ph 03 455 6613

Customer BRAIN INJURY CANTERBURY  
Invoice Number INV-13715  
Amount Due 718.75  
Due Date 20 Jul 2023  
Amount Enclosed \_\_\_\_\_

Enter the amount you are paying above



Invoice number 12019628  
 Account number 70085752  
 Invoice/Credit note date 31 July 2023  
 Purchase order

Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (excl. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
30/06/23	12:02	Caltex MGL Northend Motors, Oamaru	E 009884	91 Unleaded	11.10	2.4586	2.3586	22.77	26.18
<b>Total for card 7080591005132325</b>								<b>22.77</b>	<b>26.18</b>
<b>Card 7080591006732073 Driver Any driver</b>									
04/07/23	14:20	Challenge Leeston Baylis Bros	E 026660	91 Unleaded	21.28	2.6391	2.5391	46.98	54.03
12/07/23	11:41	Challenge Kirwee	E 015618	91 Unleaded	28.77	2.6489	2.5489	63.77	73.33
25/07/23	08:53	Challenge Leeston Baylis Bros	E 031684	91 Unleaded	26.00	2.6388	2.5388	57.40	66.01
28/07/23	18:29	Caltex MGL Reliance, Timaru	E 004917	91 Unleaded	24.22	2.5690	2.4690	52.00	59.80
<b>Total for card 7080591006732073</b>								<b>220.15</b>	<b>253.17</b>

**Key**  
 M = Z head office transaction    E = electronic instore transaction    P = manual voucher    U = unattended (self service) transaction    V = offline transaction    A = app transaction  
 \*This item is GST exempt

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total 242.92  
 GST 36.43  
**\* Total 279.35**



Invoice number  
 Account number  
 Invoice/Credit note date  
 Purchase order

72  
 700  
 31 August

Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (exc. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
08/08/23	15:49	Caltex City North, Dunedin	E 002062	91 Unleaded	30.35	2.7371	2.6371	69.60	80.04
23/08/23	16:45	Caltex City North, Dunedin	E 001960	91 Unleaded	28.69	2.7971	2.6971	67.29	77.38
<b>Total for card 7080591005132325</b>								<b>136.89</b>	<b>157.42</b>
<b>Card 7080591006732073 Driver Any driver</b>									
03/08/23	10:47	Caltex Ashburton	E 000084	91 Unleaded	28.29	2.8370	2.7370	67.33	77.43
10/08/23	14:56	Challenge Leeston Baylis Bros	E 035753	91 Unleaded	28.15	2.7790	2.6790	65.58	75.41
21/08/23	16:30	Challenge Leeston Baylis Bros	E 023199	91 Unleaded	24.64	2.8389	2.7389	58.68	67.49
29/08/23	08:59	Challenge Leeston Baylis Bros	E 040401	91 Unleaded	28.62	2.8791	2.7791	69.16	79.54
<b>Total for card 7080591006732073</b>								<b>260.75</b>	<b>299.87</b>

Key  
 M = Z head office transaction    E = electronic instore transaction    P = manual voucher    U = unattended (self service) transaction    V = offline transaction    A = app transaction  
 \*This item is GST exempt

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total      397.64  
 GST              59.65  
**Total            457.29**



Invoice number 12098223  
 Account number 70085752  
 Invoice/Credit note date 30 September 2023  
 Purchase order

Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (excl. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
05/09/23	21:54	Caltex City North, Dunedin	E 001750	91 Unleaded	18.54	2.8571	2.7571	44.45	51.12
12/09/23	17:28	Caltex City North, Dunedin	E 000468	91 Unleaded	29.56	2.8972	2.7972	71.90	82.69
14/09/23	07:43	Caltex Alexandra	E 000769	91 Unleaded	23.53	2.9669	2.8669	58.66	67.46
20/09/23	08:45	Caltex City North, Dunedin	E 001864	91 Unleaded	15.80	2.9570	2.8570	39.25	45.14
28/09/23	08:20	Z Valley, Kaikorai	E 033451	91 Unleaded	20.52	2.9790	2.8790	51.37	59.08
29/09/23	08:46	Z Palmerston	E 018094	91 Unleaded	27.08	3.0886	2.9886	70.37	80.93
<b>Total for card 7080591005132325</b>								<b>336.00</b>	<b>386.42</b>
<b>Card 7080591006732073 Driver Any driver</b>									
06/09/23	16:39	Challenge Leeston Baylis Bros	E 042754	91 Unleaded	8.34	2.8789	2.7789	20.15	23.18
07/09/23	14:24	Caltex Washdyke	E 001495	91 Unleaded	25.93	2.7975	2.6975	60.82	69.95
18/09/23	15:31	Z Rolleston	E 001432	91 Unleaded	27.41	2.9891	2.8891	68.86	79.19
28/09/23	14:25	Z Rolleston	E 004112	91 Unleaded	27.05	2.9689	2.8689	67.48	77.60
<b>Total for card 7080591006732073</b>								<b>217.31</b>	<b>249.92</b>

Key  
 M = Z head office transaction E = electronic instore transaction P = manual voucher U = unattended (self service) transaction V = offline transaction A = app transaction

\*This item is GST exempt

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total 553.31  
 GST  
 Total



Invoice number 12185548  
 Account number 70085752  
 Invoice/Credit note date 31 October 2023  
 Purchase order

Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (excl. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
12/10/23	16:48	Caltex City North, Dunedin	E 002670	91 Unleaded	32.21	2.9171	2.7971	78.34	90.09
20/10/23	07:16	Caltex Alexandra	E 000035	91 Unleaded	33.00	2.9670	2.8470	81.70	93.95
<b>Total for card 7080591005132325</b>								<b>160.04</b>	<b>184.04</b>
<b>Card 7080591006732073 Driver Any driver</b>									
10/10/23	12:25	Z Rolleston	E 008037	91 Unleaded	29.43	2.8889	2.7689	70.86	81.49
18/10/23	09:47	Challenge A & S Motors, Southbridge	E 005494	91 Unleaded	29.76	2.7792	2.6592	68.82	79.14
31/10/23	09:15	Z Templeton, Christchurch	E 031332	91 Unleaded	22.23	2.8592	2.7392	52.95	60.89
<b>Total for card 7080591006732073</b>								<b>192.63</b>	<b>221.52</b>

Key  
 M = Z head office transaction    E = electronic instore transaction    P = manual voucher    U = unattended (self service) transaction    V = offline transaction    A = app transaction  
 \*This item is GST exempt

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total 352.67  
 GST 52.89  
**Total 405.56**



Invoice number 12227488  
 Account number 70085752  
 Invoice/Credit note date 30 November 2023  
 Purchase order

Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (excl. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
03/11/23	09:04	Z Valley, Kaikorai	E 016670	91 Unleaded	17.49	2.8988	2.7788	42.26	48.60
03/11/23	09:04	Z Valley, Kaikorai <i>Dunedin</i>	E 016670	Car Wash				11.30	13.00
09/11/23	08:10	Caltex Alexandra - <i>Alex</i>	E 000802	91 Unleaded	32.74	2.9090	2.7890	79.40	91.31
15/11/23	08:41	Z Valley, Kaikorai - <i>clutha</i>	E 050921	91 Unleaded	32.06	2.8590	2.7390	76.36	87.81
30/11/23	17:05	Caltex City North, Dunedin - <i>oamaru</i>	E 002378	91 Unleaded	34.19	2.8470	2.7270	81.07	93.24
<b>Total for card 7080591005132325</b>								<b>290.39</b>	<b>333.96</b>
<b>Card 7080591006732073 Driver Any driver</b>									
02/11/23	13:22	Z Caroline Bay, Timaru <i>Timaru</i>	E 033432	91 Unleaded	23.39	2.7888	2.6688	54.28	62.42
09/11/23	19:40	Challenge Leeston Baylis Bros <i>Cart</i>	E 062119	91 Unleaded	17.31	2.8891	2.7691	41.68	47.93
20/11/23	09:03	Challenge Leeston Baylis Bros	E 065350	91 Unleaded	30.20	2.8589	2.7389	71.93	82.71
29/11/23	10:46	Z Rolleston - <i>Heathcote</i>	E 029910	91 Unleaded	28.29	2.7190	2.5990	63.94	73.53
<b>Total for card 7080591006732073</b>								<b>231.83</b>	<b>266.59</b>

Key  
 M = Z head office transaction E = electronic instore transaction P = manual voucher U = unattended (self service) transaction V = offline transaction A = app transaction

\*This item is GST exempt

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total 522.22  
 GST 78.33  
**Total 600.55**





Invoice number 12251873  
 Account number 70085752  
 Invoice/Credit note date 31 December 2023  
 Purchase order

Date	Time	Location	Transaction type/number	Item description	Quantity (litre)	Pump rate (incl. GST)	Your rate (incl. GST)	Amount (excl. GST)	Amount (incl. GST)
<b>Card 7080591005132325 Driver Any driver</b>									
13/12/23	17:05	Caltex City North, Dunedin	E 002081	91 Unleaded	28.10	2.7569	2.6369	64.43	74.10
15/12/23	08:09	Caltex Alexandra	E 002059	91 Unleaded	28.55	2.7489	2.6289	65.27	75.06
<b>Total for card 7080591005132325</b>								<b>129.70</b>	<b>149.16</b>
<b>Card 7080591006732073 Driver Any driver</b>									
07/12/23	13:35	Caltex Washdyke	E 000194	91 Unleaded	30.01	2.6974	2.5774	67.26	77.35
21/12/23	11:51	Z Barrington, Spreydon, Christchurch	E 057921	91 Unleaded	31.28	2.6592	2.5392	69.07	79.43
<b>Total for card 7080591006732073</b>								<b>136.33</b>	<b>156.78</b>

**Key**  
 M = Z head office transaction    E = electronic instore transaction    P = manual voucher    U = unattended (self service) transaction    V = offline transaction    A = app transaction  
 \*This item is GST exempt.

Z Energy Limited  
 PO Box 2091  
 Wellington 6140  
 New Zealand

We're here to help  
 0800 936 374  
 reports@z.co.nz  
 z.co.nz

Sub total 266.03  
 GST 39.91  
**Total 305.94**

# Brain Injury Canterbury Newsletter



## SUMMER 23/24



As the last newsletter for the year its a great time to thank everyone for their support throughout the year. Brain Injury Canterbury is growing and it is exciting what 2024 will bring.

Check out the details of the Christmas events happening around the region and important dates over December and January.

### Brain Injury Canterbury Christmas Celebrations

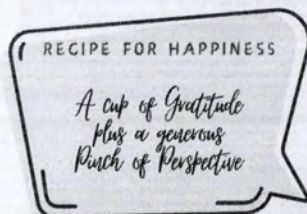


**Ashburton Group**  
30th November 12pm  
RSA Xmas Lunch \$20 per person

**Rangiora Group**  
6th December  
RSA from 11:30am

**Papanui Group**  
12th December from 12pm (after group)  
The Papanui Club  
310 Sawyers Arms Road

**Timaru Group**  
14th December 12pm  
Town and Country Club



The Brain Injury Canterbury office will be closed from 20th December, opening for 2024 on the 15th January. Thank you for your support throughout the year, wishing you all A SAFE AND VERY MERRY CHRISTMAS

# Mindful Speaking is Kindness

*The festive season can be stressful, it brings our relationships and interactions with others into the spotlight, this can sometimes lead to tension and conflict. Bringing mindfulness to our interactions can help us to navigate our way through this period more easily.*

**Here are four tips to support a mindful Christmas.**

## 1. Listen with intent

We need to listen with patience and acceptance. We don't necessarily have to agree with what a relative or friend is saying, but we can still be open to different points of view. Listen with the intent to understand, not to judge.

## 2. Make Space for Emotion

The festive season can bring with it a full spectrum of emotions. Use mindfulness to make space for all of your emotions knowing that we don't have to act or react to it. Instead, we can simply let it pass through our awareness with acceptance and non-judgement.

## 3. Abandon Expectations

We can be bombarded with images of Christmas ideals of unity, harmony and joy and reality can be different and far more complex especially with close relationships. By choosing to not have expectations, we can stay mindfully present with our social interactions as they unfold.

## 4. See the Good In Others

Dealing with difficult relatives can be one of the greatest challenges over Christmas. It's always possible to find qualities that you appreciate in someone, such as kindness, generosity, humor or even just positive intentions.

When we make the choice to stay consciously look for these traits, we may find our interactions are transformed.



### Follow Us on Social Media

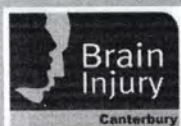
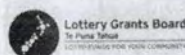


facebook.com/biacanterbury



@braininjurycanterbury

Brain Injury Canterbury would like to thank the following funders, their support keeps our organisation going.



027 250 4942



liaison.canterbury@brain-injury.org.nz



www.braininjuryotagocanterbury.org.nz

# Newsletter



## Brain Injury Canterbury



### SPRING 2023

Spring is known as “the season of hope” because it symbolises the resurgence of life after the challenges of winter. Hopefully as we move into spring you are all feeling optimistic and looking forward to the warmer weather ahead.

We are feeling so positive about Brain Injury Canterbury's new car, a huge thanks to Rata Foundation for funding it, keep an eye out for the car around and about the region.



*Jane receiving the keys to her new car from Brain Injury Board Member - Chris Williams*

### Follow Us on Social Media



facebook.com/biacanterbury



@braininjurycanterbury



☎ 027 250 4942

✉ liaison.canterbury@brain-injury.org.nz

www.braininjuryotagocanterbury.org.nz

## Our Papanui Support Group has moved...



Our weekly support group has moved - we are now meeting at the Chapel St Centre located at 68 Harewood Road. Contact Jane to find out more details if you are keen to attend the group.

## Shared Lunch at The Herbert Memorial Arbour Christchurch Botanical Gardens

**November 21st 12.15pm**

**Come and join in the fun with a Papanui & Rangiora shared lunch.**

Enjoy meeting friends, then wander through the gardens and take in the delights on offer. Please bring a plate to share and a drink. Paper plates and napkins will be provided.

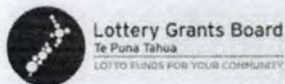


**Brain Injury Canterbury would like to thank the**



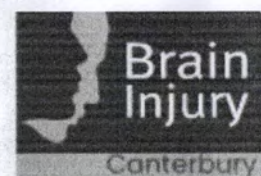
**following funders, their support keeps our organisation going.**

**TIMARU**



☎ 027 250 4942

✉ [liaison.canterbury@brain-injury.org.nz](mailto:liaison.canterbury@brain-injury.org.nz)  
[www.braininjuryotagocanterbury.org.nz](http://www.braininjuryotagocanterbury.org.nz)



**New Client Referral breakdown April 2022 to 31<sup>st</sup> March 2023**

**Referrals for the year - 74**

**BIA Canterbury has provided 7 seminars throughout the year:**

Family 4, and Public 3

**Geographical breakdown of referrals**

Christchurch	67
South Canterbury	7

**Gender Breakdown of referrals**

Female	43%
Male	57%

**Rural referrals = 10%**

**Urban referrals = 90%**

**Referrals from agencies/organisations**

Self/ Family Friend	38
DHB	3
GP	5
Social Service	3
Agency	3
Justice	1
Rehab/ Therapist	3
Other	18

**Full Client Database Information -96**

**Ethnicity**

NZ European	38
Pasifika	1
Māori	8
Asian	1
Other	1
European	16
Unknown	31

**Age breakdown**

Under 17	3
17 – 65	89
+65	4

**Gender Breakdown**

Male	55
Female	41

**Geographical Breakdown**

Christchurch	87
South Canterbury	9

**Funder**

MOH	6
ACC	12
MOH/ACC	1
Unknown	77

**Client Contacts 22/23**

	Email	In Person	Letter	Phone	Text	Grand Total
<b>Jul</b>	2					2
<b>Aug</b>	37	1		12		50
<b>Sep</b>	26	1	1	25	2	55
<b>Oct</b>	7			10	1	18
<b>Nov</b>	5	4	1	19	5	34
<b>Dec</b>	7	7	1	10	1	26
<b>Jan</b>	24	8		32	9	73
<b>Feb</b>	40	15		14	5	74
<b>Mar</b>	35	8		24	3	70
<b>Grand Total</b>	183	44	3	146	26	402

# Performance Report

The Brain Injury Association (Otago) Incorporated  
For the year ended 31 March 2023



## Contents

3	Entity Information
5	Approval of Financial Report
6	Statement of Service Performance
7	Statement of Financial Performance
8	Statement of Financial Position
9	Statement of Cash Flows
10	Statement of Accounting Policies
11	Notes to the Performance Report
16	Review Report
18	Depreciation Schedule
19	Table of Unspent Grant Money

## Entity Information

### The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

#### Legal Name of Entity

The Brain Injury Association (Otago) Incorporated ("BIA Otago" or "the Group")

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

Our Vision: Listen, support and educate

Our Mission: To provide support, hope and direction for people affected by brain injury.

Our Purpose: Providing a voice, being community focused, being inclusive, providing a professional service.

#### Entity Type and Legal Basis

Incorporated Society & Registered Charity

#### Registration Numbers

Incorporated Society Registration Number: 1920740

Charities Services Registration Number: CC32059

New Zealand Business Number: 9429043168538

#### Entity's Purpose or Mission

Provide direction, choice and independence for people affected by brain injury.

#### Entity Structure

The BIA Otago is made up of members with a Governing Board. The structure of the Board set out in our constitution states that we must have five members consisting of a Chairperson, Honorary Treasurer and Honorary Secretary and at least two other persons all of whom will be elected by Association Members. We currently have seven Board Members that constitute our governance board including the three executive positions. Governance members may lead sub-committees as determined by our annual work plan and priorities. We strive to have balance on the Board with good representation from our representative group along with business or other interested community/rehabilitation providers.

We are currently affiliated with Brain Injury NZ which is a national umbrella group working for the good of those with brain injury. There are 14 regions in this group across NZ with each region is an autonomous entity

#### Operational Structure

Our Operations are managed by a team of three paid employees. BIA Otago employs 1 full time Liaison Officer, 1 part time Liaison Officer and a Manager.

## Entity Information

## Officers Details

Name	Position Held	Date Appointed
Lync Zion-Robert Aronson	Chairperson	17/09/2019
Sharon Maree Rose	Secretary / Vice Chairperson	21/06/2016
Maree Penese	Board Member	16/09/2019
Christopher Paul Williams	Treasurer	26/05/2009
Emily Jane Butterfield	Manager	26/11/2018
Krystal Anne Marie Browne	Board Member	12/06/2018
Cathy Matthews	Board Member	26/05/2008

## Main Sources of Entity's Cash and Resources

The main source of funding is grants, donations and a small contract with the Ministry of Health for providing information and advice.

## Main Methods Used by Entity to Raise Funds

Fundraising activities include, raffles, quiz night, street day appeal and donation boxes.

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

The Board is made entirely of volunteers. The organisation also relies on volunteer time and expertise to assist in appropriate areas of fundraising especially around our Street Appeal, sausage sizzle and raffles.

## Telephone Number

03-471-6156

## Email

admin.dunedin@brain-injury.org.nz

## Facebook Page and Website

<https://www.facebook.com/braininjuryotago>  
<http://braininjuryotago.org.nz>

## Postal Address

10 George St (upstairs at Livingwell)  
 Cnr George & Bath St  
 Dunedin 9017

## Physical Address

10 George St (upstairs at Livingwell)  
 Cnr George & Bath St  
 Dunedin 9017

## Approval of Financial Report

### The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

The Officers are pleased to present the approved financial report including the historical financial statements of Brain Injury Association (Otago) Inc for year ended 31 March 2023.

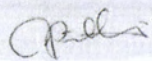
APPROVED



Lync Zion-Robert Aronson

Chairperson

24 May 2023



Christopher Paul Williams

Treasurer

24 May 2023

## Statement of Service Performance

### The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

'What did we do?', 'When did we do it?'

Our Liaison Service provides support and navigates clients through their brain injury as they rebuild their lives. BIA Otago is the only organisation of its kind in the Otago. We provide support and advocacy to people affected by brain injury, we cover North Otago, East Otago, South Otago and Central Otago. During the past year in Otago we received 90 new client referrals and dealt with 106 agencies. We provided 29 education seminars throughout the region. Covid affected the Liaison Service provision in Canterbury. In January 2022 BI NZ passed a motion requesting BIA Otago to resume governance, financial management and service provision in the region. BIA Otago initially provided remote support to the region employing a Liaison Officer in November 2022. In Canterbury we received 74 new client referrals and have provided 7 education seminars in the region.

#### Description of Entity's Outcomes

Our goal is to link clients with appropriate support and services in their own community and be a source of information about brain injury. We do this through our Liaison Service which provides clients, their families, and whanau with strategies that help manage the effects of brain injury and assist as they learn to integrate back into the community. We ensure that clients are receiving their correct entitlements and benefits. We also facilitate support groups to avoid social isolation and improve socialising skills often affected through injury.

#### Service User Feedback

*Oh my gosh 'breath of fresh air' doesn't come close to the support I felt today. The 30 minutes spent with the Liaison Officer was a gift. Thank you. It has been a lonely journey with no understanding of what it is like*

*Liaison Officer is so loyal and caring, she has been on both sides of this journey so understands fully*

*Thank you for attending a staff meeting at our school, giving the fundamentals of brain injuries and the impact for schools and teachers. You talk was informative and interesting.*

## Statement of Financial Performance

The Brain Injury Association (Otago) Incorporated  
For the year ended 31 March 2023

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

	NOTES	2023	2022
<b>Revenue</b>			
Donations, fundraising and other similar revenue		108,176	90,492
Fees, subscriptions and other revenue from members		384	330
Revenue from providing goods or services		61,394	22,821
Interest, Dividends and Sundry Income		1,471	317
<b>Total Revenue</b>		<b>171,426</b>	<b>113,961</b>
<b>Expenses</b>			
Volunteer and employee related costs		169,980	91,425
Costs related to providing goods or service		52,531	32,165
Other expenses		3,299	4,273
<b>Total Expenses</b>		<b>225,809</b>	<b>127,863</b>
<b>Surplus/(Deficit) for the Year</b>		<b>(54,384)</b>	<b>(13,902)</b>

This statement has been subject to a review engagement, and should be read in conjunction with the attached Review Report.



## Statement of Financial Position

### The Brain Injury Association (Otago) Incorporated As at 31 March 2023

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

	NOTES	31 MAR 2023	31 MAR 2022
<b>Assets</b>			
<b>Current Assets</b>			
Bank Accounts	3	41,127	56,216
Debtors and prepayments	3	-	5,734
Other Current Assets	3	50,378	48,906
<b>Total Current Assets</b>		<b>91,504</b>	<b>110,857</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	4	6,373	7,859
<b>Total Non-Current Assets</b>		<b>6,373</b>	<b>7,859</b>
<b>Total Assets</b>		<b>97,877</b>	<b>118,716</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	5	6,004	1,381
Employee costs payable	5	9,773	-
Unused donations and grants with conditions	5	43,144	23,995
<b>Total Current Liabilities</b>		<b>58,921</b>	<b>25,376</b>
<b>Total Liabilities</b>		<b>58,921</b>	<b>25,376</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>38,957</b>	<b>93,340</b>
<b>Accumulated Funds</b>			
Accumulated surpluses or (deficits)	6	38,957	93,340
<b>Total Accumulated Funds</b>		<b>38,957</b>	<b>93,340</b>

This statement has been subject to a review engagement, and should be read in conjunction with the attached Review Report.



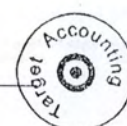
## Statement of Cash Flows

### The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

'How the entity has received and used cash'

	2023	2022
<b>Cash Flows from Operating Activities</b>		
Donations, fundraising and other similar receipts	127,325	110,787
Fees, subscriptions and other receipts from members	384	330
Receipts from providing goods or services	60,794	26,521
Interest, dividends and other investment receipts	1,471	317
Cash receipts from other operating activities	600	-
GST	(672)	(325)
Payments to suppliers and employees	(201,709)	(126,963)
<b>Total Cash Flows from Operating Activities</b>	<b>(11,806)</b>	<b>10,668</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Net Movement in Investments	(1,471)	(26,317)
Payments to acquire property, plant and equipment	(1,813)	-
<b>Total Cash Flows from Investing and Financing Activities</b>	<b>(3,284)</b>	<b>(26,317)</b>
<b>Net Increase/ (Decrease) in Cash</b>	<b>(15,090)</b>	<b>(15,649)</b>
<b>Cash Balances</b>		
Cash and cash equivalents at beginning of period	56,216	71,866
Cash and cash equivalents at end of period	41,127	56,216
Net change in cash for period	(15,090)	(15,649)

This statement has been subject to a review engagement, and should be read in conjunction with the attached Review Report.





## Statement of Accounting Policies

### The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

'How did we do our accounting?'

#### Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

#### Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

#### Income Tax

The Brain Injury Association (Otago) Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

#### Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

#### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.



# Notes to the Performance Report

## The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

	2023	2022
<b>1. Analysis of Revenue</b>		
<b>Donations, fundraising and other similar revenue</b>		
<b>Donations</b>		
Donation Boxes	2,492	2,738
Donations Canterbury	5	-
Donations Otago	5,976	12,082
<b>Total Donations</b>	<b>8,472</b>	<b>14,819</b>
<b>Grants</b>		
Grants Otago	73,866	71,412
Grants Canterbury	10,640	-
<b>Total Grants</b>	<b>84,507</b>	<b>71,412</b>
<b>Fundraising</b>		
Neuro Choir	-	3,700
Quiz Night	2,194	-
Sausage Sizzle	1,406	-
Special Events	5,252	561
Street Collection	6,344	-
<b>Total Fundraising</b>	<b>15,197</b>	<b>4,261</b>
<b>Total Donations, fundraising and other similar revenue</b>	<b>108,176</b>	<b>90,492</b>
<b>Fees, subscriptions and other revenue from members</b>		
Member Subscriptions	384	330
<b>Total Fees, subscriptions and other revenue from members</b>	<b>384</b>	<b>330</b>
<b>Revenue from providing goods or services</b>		
Ministry of Health DIAS Canterbury	38,863	-
Ministry Of Health DIAS Otago	21,931	22,821
<b>Total Revenue from providing goods or services</b>	<b>60,794</b>	<b>22,821</b>
<b>Interest, dividends and other investment revenue</b>		
Interest Income	1,471	317
<b>Total Interest, dividends and other investment revenue</b>	<b>1,471</b>	<b>317</b>
<b>Total Analysis of Revenue</b>	<b>170,826</b>	<b>113,961</b>



Notes to the Performance Report

	2023	2022
<b>2. Analysis of Expenses</b>		
<b>Volunteer and employee related costs</b>		
Wages and Salaries	169,980	88,737
<b>Total Volunteer and employee related costs</b>	<b>169,980</b>	<b>88,737</b>
<b>Costs related to providing goods or services</b>		
Acc Levy	218	228
Accounting fees	1,014	750
Advertising	598	-
Bank Fees	-	-
Canterbury Accommodation & Meals	310	-
Canterbury Operational Expenses	11,157	-
Canterbury Vehicle	1,266	-
Central Otago Accommodation & Meals	1,016	1,198
Central Otago Vehicle	1,106	679
Central Otago Venue Hire	89	58
Computer / IT Expense	959	100
Conference Expenses	-	783
General Expenses	952	1,018
Health & Safety	-	735
Insurance	1,624	1,837
Light, Power, Heating	1,095	1,103
Motor Vehicle Expenses	1,640	1,912
Neuro Choir Expenses	2,322	1,322
Printing & Stationery	2,162	6,211
Prior Year Salaries & Kiwisaver	-	2,689
Rent	9,542	8,265
Room Hire	510	375
South Otago General Expenses	7	-
South Otago Vehicle	321	-
Special Events Expenses	9,584	1,813
Subscriptions	568	382
Supervision	1,074	1,173
Telephone & Internet	1,127	1,148
Transport including vehicle hire and flights	818	-
Waitaki General Expenses	349	281
Waitaki Vehicle Expenses	307	252
Waitaki Venue Hire	87	174
Website Expenses	363	365
West Coast Accommodation & Meals	347	-
<b>Total Costs related to providing goods or services</b>	<b>52,531</b>	<b>34,854</b>



## Notes to the Performance Report

	2023	2022
<b>Other expenses</b>		
Depreciation	3,299	4,273
<b>Total Other expenses</b>	<b>3,299</b>	<b>4,273</b>
<b>Total Analysis of Expenses</b>	<b>225,809</b>	<b>127,863</b>

The year end procedure at 31 March 2023 had a more thorough analysis of unspent grant funding. The less rigorous procedure for the year ended 30 June 2022 meant that some expenditure in the year ended 31 March 2023 related to grant funding recognised in the prior year. The effect of this mismatch is that deficit of 31 March 2022 is understated and the deficit for the year ended 31 March 2023 is overstated.

	2023	2022
<b>3. Analysis of Assets</b>		
<b>Current Assets</b>		
<b>Bank accounts and cash</b>		
SBS 00 Account	23,435	49,978
SBS 01 Account	17,692	6,239
<b>Total Bank accounts and cash</b>	<b>41,127</b>	<b>56,216</b>
<b>Debtors and prepayments</b>		
Prepayments	-	5,734
<b>Total Debtors and prepayments</b>	<b>-</b>	<b>5,734</b>
<b>Investments</b>		
SBS Term Investment	-	48,906
SBS Term 5-8-083850	23,483	-
SBS Term 6-6-083850	20,742	-
SBS Term 7-4-083850	6,153	-
<b>Total Investments</b>	<b>50,378</b>	<b>48,906</b>
<b>Total Current Assets</b>	<b>91,504</b>	<b>110,857</b>
<b>Total Analysis of Assets</b>	<b>91,504</b>	<b>110,857</b>



## Notes to the Performance Report

	2023	2022
<b>4. Property, Plant and Equipment</b>		
<b>Computer Equipment</b>		
Computer Equipment at Cost	7,356	6,060
Accumulated Depreciation - Computer Equipment	(5,782)	(4,208)
<b>Total Computer Equipment</b>	<b>1,574</b>	<b>1,852</b>
<b>Concussion Simulation Goggles</b>		
Concussion Simulation Goggles at Cost	1,039	1,039
Accumulated Depreciation - Concussion Simulation Goggles	(805)	(747)
<b>Total Concussion Simulation Goggles</b>	<b>233</b>	<b>292</b>
<b>Office Equipment</b>		
Office Equipment at Cost	3,235	2,718
Accumulated depreciation - Office Equipment	(2,252)	(2,122)
<b>Total Office Equipment</b>	<b>983</b>	<b>597</b>
<b>Motor Vehicles</b>		
Vehicles owned	14,799	14,799
Accumulated depreciation - vehicles owned	(11,215)	(9,680)
<b>Total Motor Vehicles</b>	<b>3,584</b>	<b>5,119</b>
<b>Total Property, Plant and Equipment</b>	<b>6,373</b>	<b>7,859</b>
	2023	2022
<b>5. Analysis of Liabilities</b>		
<b>Creditors and accrued expenses</b>		
<b>Creditors and accrued expenses</b>		
Creditors (Accounts Payable)	6,647	1,555
<b>Total Creditors and accrued expenses</b>	<b>6,647</b>	<b>1,555</b>
<b>GST</b>		
GST	(643)	(174)
<b>Total GST</b>	<b>(643)</b>	<b>(174)</b>
<b>Total Creditors and accrued expenses</b>	<b>6,004</b>	<b>1,381</b>
<b>Employee costs payable</b>		
Staff Entitlements	9,773	-
<b>Total Employee costs payable</b>	<b>9,773</b>	<b>-</b>
<b>Unused donations and grants with conditions</b>		
Grants Received in Advance	43,144	23,995
<b>Total Unused donations and grants with conditions</b>	<b>43,144</b>	<b>23,995</b>
<b>Total Analysis of Liabilities</b>	<b>58,921</b>	<b>25,376</b>

A table of unspent grant money is attached as an appendix to this report.



Notes to the Performance Report

	2023	2022
<b>6. Accumulated Funds</b>		
<b>Accumulated Funds</b>		
Opening Balance	93,340	107,243
Accumulated surpluses or (deficits)	(54,384)	(13,902)
<b>Total Accumulated Funds</b>	<b>38,957</b>	<b>93,340</b>
<b>Total Accumulated Funds</b>	<b>38,957</b>	<b>93,340</b>

**7. Commitments**

There are no commitments as at 31 March 2023 (Last year - nil).

**8. Contingent Liabilities and Guarantees**

There are no contingent liabilities or guarantees as at 31 March 2023 Last year - nil).

**9. Related Parties**

Jane Butterfield and Cathy Matthews are Board members and related parties, they receive remuneration pursuant to their contracts of employment.

**10. Events After the Balance Date**

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).



# Review Report

## The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

### To the Officers of The Brain Injury Association (Otago) Incorporated.

We have reviewed the Financial Statements of The Brain Injury Association (Otago) Incorporated ("the organisation"), which provide information about the past financial performance of the organisation for the year ended 31 March 2023, the statement of financial position as at the 31 March 2023, the accounting policies and accompanying notes to the financial statements.

### Officers Responsibilities for the Financial Statements

The Officers of The Brain Injury Association (Otago) Incorporated are responsible for the internal controls necessary to enable the preparation and presentation of the financial statements which represent a true and fair view of the financial position of the organisation as at 31 March 2023 and results of its operations for the period ended 31 March 2023 that are free from material misstatement and fraud.

### Independent Accountant's Responsibilities

It is our responsibility for reviewing the financial statements presented by the Officers in order to report to you whether, in our opinion and on the basis of procedures performed by us, anything that would indicate the financial statements do not present a true and fair view.

### Basis for Qualified Opinion

A review is limited primarily to enquiries of the organisation's personnel and analytical review procedures applied to financial data and thus provides substantially less assurance than an audit.

We have conducted our review in accordance with generally accepted review engagement standards in New Zealand. We performed our review so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements.

The year end cut of procedure for the year ended 31 March 2023 is an improvement on the prior year. We draw your attention to the annotation connected to note 2.

In common with other organisations of a similar nature, control over the revenues from donations, membership dues and food and beverage sales prior to being banked is limited. It was not practicable to extend our examination of such income beyond the accounting treatment for these amounts or to determine the effect of this limited control.

### Conclusion

Based on our review, save for the qualification mentioned above, we are satisfied the financial statements give a true and fair view of the financial position of The Brain Injury Association (Otago) Incorporated as at the 31 March 2023 and the financial performance for the year ended 31 March 2023 and meet the Tier 3 requirements set out by the Charities Commission.

### Responsibilities



Review Report

**Restricted Distribution or Use**

This report is made solely to The Brain Injury Association (Otago) Incorporated organising committee as a body. Our review work has been undertaken so that we might state to the committee those matters that we are required to state to them in a review report and for no other purpose. To the fullest extent permitted by law we do not accept or assume responsibility for this report to anyone other than The Brain Injury Association (Otago) Incorporated and its organizing committee for the conclusion we have formed.

Our review was completed on the 24th of May, 2023.

*Target Accounting Limited*

Signed:

Target Accounting Limited

7 Gladstone Road

Mosgiel





## Depreciation Schedule

### The Brain Injury Association (Otago) Incorporated For the year ended 31 March 2023

NAME	RATE	COST	OPENING VALUE	PURCHASES	DEPRECIATION	CLOSING VALUE	DEP START DATE
<b>Computer Equipment</b>							
CRM Software	50.00%	1,296	-	1,296	648	648	11 Apr 2022
HP Pro Book Laptop (Cathy)	50.00%	2,018	630	-	315	315	6 Jul 2020
HP Pro Book Laptop (Jane)	50.00%	2,025	591	-	295	295	6 Jun 2020
HP Pro Book Laptop (Sue)	50.00%	2,018	630	-	315	315	6 Jul 2020
<b>Total Computer Equipment</b>		<b>7,356</b>	<b>1,852</b>	<b>1,296</b>	<b>1,574</b>	<b>1,574</b>	
<b>Concussion Simulation Goggles</b>							
Concussion Goggles (Australia)	20.00%	551	150	-	30	120	15 Jun 2016
Fatal Use Goggles (Australia)	20.00%	488	141	-	28	113	28 Sep 2016
<b>Total Concussion Simulation Goggles</b>		<b>1,039</b>	<b>292</b>	<b>-</b>	<b>58</b>	<b>233</b>	
<b>Office Equipment</b>							
Desk for Liaison Officer	20.00%	100	42	-	8	33	16 May 2018
Furniture	20.00%	2,514	527	-	105	422	1 Apr 2015
Office Furniture	20.00%	517	-	517	9	508	13 Mar 2023
Office Heater	30.00%	104	28	-	8	19	5 Jul 2018
<b>Total Office Equipment</b>		<b>3,235</b>	<b>597</b>	<b>517</b>	<b>131</b>	<b>983</b>	
<b>Vehicle</b>							
2015 Mazda GLX	30.00%	13,913	4,772	-	1,432	3,341	29 Apr 2019
Sign Writing for Mazda	30.00%	886	347	-	104	243	5 Aug 2019
<b>Total Vehicle</b>		<b>14,799</b>	<b>5,119</b>	<b>-</b>	<b>1,536</b>	<b>3,584</b>	
<b>Total</b>		<b>26,429</b>	<b>7,859</b>	<b>1,813</b>	<b>3,299</b>	<b>6,373</b>	



These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

## Table of Unspent Grant Money

The Brain Injury Association (Otago) Incorporated  
For the year ended 31 March 2023

Granting Body	From 2022	Received	Applied	Carried Forward
<b>Otago</b>	("\$")	("\$")	("\$")	("\$")
The Lion Foundation	23,995		23,995	
The Healthcare Otago Charitable Trust		2,000	2,000	-
Central Lakes Trust		6,641	6,641	-
Waitaki District Council Community Group Grant		1,000	1,000	-
Digital Lift Software Grant		1,500	1,500	-
A.C.E. Shacklock Trust		2,000	2,000	-
Community Organisation Grants Scheme - Coastal Otago / Waitaki		8,000	8,000	-
Community Organisation Grants Scheme - Central Otago		3,000	3,000	-
EMM Haynes Trust - Grant		2,174	2,174	-
Central Lakes Trust		6,641	2,564	4,077
Lottery Community Grant		30,000	13,973	16,027
Dunedin City Council Community Grant		3,700	3,700	-
Dunedin Casino Charitable Trust Grant		1,000	1,000	-
Te Korowai Whiteu Social Cohesion Grant		8,000	320	7,680
Aotea Gaming Trust		1,000	1,000	-
The Clutha Foundation		1,000	1,000	-
Bendigo Valley Sports & Charity Foundation		3,000	-	3,000
<b>Sub Total</b>	<b>23,995</b>	<b>80,656</b>	<b>73,866</b>	<b>30,784</b>

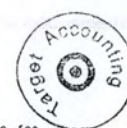


Table of Unspent Grant Money

Granting Body	From 2022	Received	Applied	Carried Forward
<b>Canterbury</b>	("\$")	("\$")	("\$")	("\$")
Misc - Set up grant for Liaison Service in Canterbury		6,000	6,000	-
Community Organisation Grants Scheme - West Coast		5,000	2,640	2,360
Lottery Community Grant		10,000	-	10,000
Aotea Gaming Trust		2,000	2,000	-
<b>Sub Total</b>	-	23,000	10,640	12,360
<b>Total</b>	23,995	103,656		
<b>Grants Received</b> ( see Note 1 )			<b>84,507</b>	
<b>Unspent Grant Money</b> ( See Note 5 )				<b>43,144</b>





Accountability Of A Council Donation

For Office Use Only
Funds Spent as per Application:
29 JAN 2024
RECEIVED

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form.

Please complete this form and return it within two months after the projects completion to:

Funding Team
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:

[Empty box for invoices/receipts]

Purpose of Donation: Help fund our Annual Christmas Procession by way of paying for costum/float upgrades, public liability insurance, Lollies,

Benefits: The Community, children, businesses, - We are even being recognised by National radio station - The Platform due to the nature of our parade.

Event Funding: How many people attended: 500 +

Manner in which Funding Assistance was Publicly Acknowledged:

Local News Letter - Talking Point
Timaru Herald - Via Interview for Article.

Name: Sarah Denton
Position in Organisation: Secretary
Organisation: Pleasant Point Christmas Procession
Amount of Grant: \$1000.00
Date Donation Approved:
Signed: S.Denton
Date: 10/1/24

# 804422



For Office Use Only  
 Funds Spent as per Application:  
 Grants Register Updated:

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Customer Services Manager**  
 Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

**Invoices/Statements/Receipts enclosed:**

**Purpose of Donation:** RENT OF OUR ACCOMODATION IN COMMUNITY HOUSE.

**Benefits:** A warm environment for our volunteers and easy access for public

**Event Funding: How many people attended:** 1800 enquires in the last year. Quite a few sent from TVC usually about fencing & trees.

**Manner in which Funding Assistance was Publicly Acknowledged:**  
ANNUAL REPORT.

**Name:** MARIAN BLANCHARD  
**Position in Organisation:** TREASURER.  
**Organisation:** SE. CITIZENS ADVICE BUREAU.  
**Amount of Grant:** \$3,500.  
**Date Donation Approved:** 22.11.2022.  
**Signed:** M. Blanchard.  
**Date:** 13-6-2023



THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



Citizens Advice bure

**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 140  
FOR THE PERIOD  
28 APRIL 2023 TO 31 MAY 2023

							OPENING BALANCE		3,2
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance	
01 May	CITIZEN ADVICE	AP	RAPID SAVE			20.00		3,1	
03 May	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		2,6	
09 May	community trust sc	BP	Comm Trust		1961	25.82		2,5	
16 May	Citizens Advice	IB			INTERNET XFR		5,000.00	7,5	
22 May	Chamber of Commerce	BP	Chanber Comm		Health SAFet	126.50		7,4	
22 May	INLAND REVENUE	DC	PAYE			309.87			
22 May	INLAND REVENUE	DC	PAYE			309.87			
22 May	A CHAPMAN	AP	A CHAPMAN			1,136.25		5,6	
26 May	Office Products Depo	BP	Office Prod		233027	800.00		4,8	
							<u>CLOSING BALANCE</u>		<u>4,8</u>

The Bank's base rate is currently 12.000 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the interest has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions contact your nearest branch or call 0800 800 468.

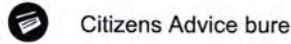
AP Automatic Payment  
IB Internet Banking Transfer

BP Telephone Bill Payment

DC Direct Credit



THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 139  
FOR THE PERIOD  
31 MARCH 2023 TO 28 APRIL 2023

							OPENING BALANCE		5,7!
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance	
03 Apr	CITIZEN ADVICE	AP	RAPID SAVE			20.00		5,7:	
03 Apr	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		5,1:	
17 Apr	INLAND REVENUE	DC	GST			460.42		4,6!	
20 Apr	INLAND REVENUE	DC	PAYE			309.87		4,3:	
20 Apr	A CHAPMAN	AP	A CHAPMAN			1,136.25		3,2:	
28 Apr	community trust sc	BP	Comm Trust		1915	29.29		3,2:	
							CLOSING BALANCE		3,2:

The Bank's base rate is currently 11.500 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the | been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any quest contact your nearest branch or call 0800 800 468.

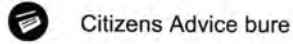
AP Automatic Payment

BP Telephone Bill Payment

DC Direct Credit



THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 138  
FOR THE PERIOD  
28 FEBRUARY 2023 TO 31 MARCH 2023

							OPENING BALANCE	8,0
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance
01 Mar	CITIZEN ADVICE	AP	RAPID SAVE			20.00		8,0
02 Mar	Chamber of Commerce	BP	Chanber Comm		Health SAFet	126.50		7,9
03 Mar	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		7,3
09 Mar	CABNZ	BP	CABNZ		0000940	21.97		7,3
14 Mar	community trust sc	BP	com trust		1880	29.85		7,2
20 Mar	INLAND REVENUE	DC	PAYE			309.87		6,9
20 Mar	A CHAPMAN	AP	A CHAPMAN			1,136.25		5,8
28 Mar	Anne-Marie Chapman	BP	Anne Marie	Printer		64.94		5,7
							CLOSING BALANCE	5,7

The Bank's base rate is currently 11.500 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the interest has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any question contact your nearest branch or call 0800 800 468.

AP Automatic Payment

BP Telephone Bill Payment

DC Direct Credit





THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



Citizens Advice bure

**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 137  
FOR THE PERIOD  
31 JANUARY 2023 TO 28 FEBRUARY 20

							OPENING BALANCE		9,5
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance	
01 Feb	CITIZEN ADVICE	AP	RAPID SAVE			20.00		9,4	
03 Feb	community trust sc	BP	com trust		1831	51.81		9,4	
03 Feb	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		8,8	
08 Feb	CITIZENS ADVICE	DC	CABNZ	Stats NZ	census		431.25	9,2	
16 Feb	67107344-0009 INT		\$103.56	EXEMPT TAX	BATCH		103.56	9,3	
20 Feb	DEPOSIT	AT	RAFFLE	BNZ TIMARU S	1238201421		56.00	9,4	
20 Feb	INLAND REVENUE	DC	PAYE			309.87			
20 Feb	A CHAPMAN	AP	A CHAPMAN			1,136.25		7,9	
28 Feb	GROSS CR INTEREST		\$60.47	EXEMPT			60.47	8,0	
							CLOSING BALANCE		8,0

The Bank's base rate is currently 11.000 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the interest has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions contact your nearest branch or call 0800 800 468.

AP Automatic Payment  
DC Direct Credit

AT Automatic Teller Machine

BP Telephone Bill Payment



THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



Citizens Advice bure

**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 136  
FOR THE PERIOD  
30 DECEMBER 2022 TO 31 JANUARY 20

							OPENING BALANCE		11,5
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance	
04 Jan	CITIZEN ADVICE	AP	RAPID SAVE			20.00		11,5	
04 Jan	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		10,9	
20 Jan	INLAND REVENUE	DC	PAYE		Jan 23	309.87		10,6	
20 Jan	A CHAPMAN	AP	A CHAPMAN			1,136.25		9,5	
							CLOSING BALANCE		9,5

The Bank's base rate is currently 11.000 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the | been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any ques contact your nearest branch or call 0800 800 468.

AP Automatic Payment

DC Direct Credit



THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



Citizens Advice bure

**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 135  
FOR THE PERIOD  
30 NOVEMBER 2022 TO 30 DECEMBER

							OPENING BALANCE	19,91
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance
01 Dec	Citizens Advice	IB	Savings		INTERNET XFR	6,000.00		13,91
01 Dec	CITIZEN ADVICE	AP	RAPID SAVE			20.00		13,91
05 Dec	Sandra Coulter	BP	Sandra		Reimburs	80.00		13,81
05 Dec	Timaru Town Country	BP	TCCClub		Xmas	338.00		
05 Dec	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		12,91
07 Dec	community trust sc	BP	com trust		1745	32.72		12,91
15 Dec	DEPOSIT	AT	RAFFLE	BNZ TIMARU S	1238151051		90.00	13,01
20 Dec	INLAND REVENUE	DC	PAYE			309.81		12,71
20 Dec	A CHAPMAN	AP	A CHAPMAN			1,136.25		11,51
							CLOSING BALANCE	11,51

The Bank's base rate is currently 11.000 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the interest has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions contact your nearest branch or call 0800 800 468.

AP Automatic Payment  
DC Direct Credit

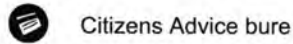
AT Automatic Teller Machine  
IB Internet Banking Transfer

BP Telephone Bill Payment



BNZ  
Timaru Store  
Telephone 0800 800 468  
Facsimile 03 684 8260

THE MEMBERS, CITIZEN ADVICE BUREAU SC INC, 18 ROXBURGH STREET, T



Citizens Advice bure

**ACCOUNT NAME**  
CITIZEN ADVICE BUREAU SOUTH CA  
NTERBURY INC

**ACCOUNT NUMBER**  
02-0888-0078942-000

STATEMENT NO. 134  
FOR THE PERIOD  
31 OCTOBER 2022 TO 30 NOVEMBER 2

							OPENING BALANCE		5,2
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance	
01 Nov	Citizens Advice	IB			INTERNET XFR		5,000.00	10,2	
01 Nov	DIA Charities Commis	BP	Charities			51.11			
01 Nov	Anne-Marie Chapman	BP	Anne Marie		Hui	97.39			
01 Nov	CITIZEN ADVICE	AP	RAPID SAVE			20.00		10,0	
02 Nov	Office Products Depo	BP	Office Prod			18.17		10,0	
03 Nov	COMMUNITY TRUST OF M	AP	RENT 3PCM			591.64		9,4	
08 Nov	CITIZENS ADVICE BURE	DC	CABNZ				213.80	9,6	
09 Nov	community trust sc	BP	com trust		1677	42.07		9,6	
17 Nov	DEPOSIT	AT		BNZ TIMARU S	1238171543		353.50	9,9	
17 Nov	DEPOSIT	AT		BNZ TIMARU S	1238171547		442.00		
17 Nov	DEPOSIT	AT	RAFLE	BNZ TIMARU S	1238171550		430.00	10,8	
21 Nov	Community Trust of M	DC	COMTRUST MSC	GRANT			7,500.00	18,3	
21 Nov	INLAND REVENUE	DC	PAYE			309.87			
21 Nov	A CHAPMAN	AP	A CHAPMAN			1,136.25		16,8	
22 Nov	Anne-Marie Chapman	BP	Reimburs		cabnz	213.80		16,6	
30 Nov	Timaru Dist Council	DC					3,500.00	20,1	
30 Nov	CABNZ	BP	cabnz		910	184.22		19,9	
							<b>CLOSING BALANCE</b>		<b>19,9</b>

The Bank's base rate is currently 11.000 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the i been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any quest contact your nearest branch or call 0800 800 468.

AP Automatic Payment  
DC Direct Credit

AT Automatic Teller Machine  
IB Internet Banking Transfer

BP Telephone Bill Payment



A423/1038

For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated:



### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

Funding Team  
Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:  Yes

Purpose of Donation: *To assist in the running of the FMA Young Farmer of the Year Season 56 Grand Final Practical Day Event.*

Benefits: *The event was beneficial in showcasing & celebrating NZ's rural community, & brought approx 700 people to the region, benefitting Timaru economically.*

Event Funding: How many people attended: *Approx. 800 people.*

Manner in which Funding Assistance was Publicly Acknowledged: *He acknowledged the funding on the day verbally via our Emcee, as well as to a combined 1000 people at ~~the~~ other events. Timaru District Council was included in a list of 'local supporters'*

Name: *Carlin Logan*

Position in Organisation: *Event Coordinator.*

Organisation: *New Zealand Young Farmers.*

Amount of Grant: *\$3400.*

Date Donation Approved: *May 2023.*

Signed: *Ch*

Date: *17 January 2024.*

# 804422



First Security Guard Services Limited

**TAX INVOICE**

GST Reg. Number 71382672

Invoice Inquiries to :  
 PO Box 7631, Wellesley Street, Auckland, New Zealand  
 Ph 64-9-573-3142, Fax 64-9-307-9105  
 24 hour operations Ph 64-9-307 9104  
 e-mail: fsg\_billing@firstsecurity.co.nz

**Invoice No** 871317  
**Date** 28/07/2023  
**Customer** 354037  
**Order No** Staci Barnette  
**Page** 1  
**Site Address :**

**Invoice To :**  
 NZ Young Farmers  
 185 Kirk Road  
 Templeton Christchurch 7678

Service	Job	Qty	Price	Total
For the Month of July 2023				
Static Guard Casual	NZ Young Farmers	70.00	48.00	3,360.00
Static Guard Casual	NZ Young Farmers	1.00	500.00	500.00

<b>Sub Total</b>	\$3,860.00
<b>GST</b>	\$579.00
<b>Total Amount</b>	\$4,439.00
<b>Amount Applied</b>	
<b>Balance</b>	\$4,439.00

Direct Credit payments can be made to:  
 Bank: ANZ, 203 Queen Street, Auckland  
 Account Name: FIRST Security Guard Services Ltd  
 Account Number: 01-0102-0848803-000  
 Reference : Invoice Number 871317

**Date Due: 20 August 2023**

We have recently updated our Terms and Conditions and, from the date of this notice, all services that we provide to you are provided on the basis of these updated Terms and Conditions. We recommend that you review these Terms and Conditions which we attach for your information and are available on our website at the following link : <https://www.firstsecurity.co.nz/siteassets/security/policies/terms-and-conditions-website/link.pdf>

Your continued use of the services and/or any instructions we receive from you after the date of this notice shall be deemed acceptance of these Terms and Conditions.

# DRAFT INVOICE

South Canterbury Genealogy Group

Invoice Date  
2 Jun 2022

DAVID A. JACK  
11 ORBELL STREET  
TIMARU 7910

Invoice Number  
1681

GST Number  
080-945-469

Description	Quantity	Unit Price	GST	Amount NZD
Rent for 19 Royal Arcade from 1 June 2022 till 31 May 2023	1.00	4,347.83	15%	4,347.83
I will cover all your broadband and power costs for this period. Many thanks				
			Subtotal	4,347.83
			TOTAL GST 15%	652.17
			<b>TOTAL NZD</b>	<b>5,000.00</b>

**Due Date: 9 Jun 2022**

Payments can be made direct to our Bank Account: Thank you.  
 Bank : ANZ  
 Acc. Name: JACK PEARCE TRADING LTD.  
 T/A. DAVID A. JACK  
 Acc. No : 06 0889 0213552 00



## PAYMENT ADVICE

To: DAVID A. JACK  
11 ORBELL STREET  
TIMARU 7910

Customer South Canterbury Genealogy Group  
 Invoice Number 1681  
 Amount Due 5,000.00  
 Due Date 9 Jun 2022  
 Amount Enclosed

Enter the amount you are paying above

New Zealand Business Number (NZBN): 9429036673742. Registered Office: Attention: Carol Pearce or David Jack, 11 Orbell Street, Highfield, Timaru, 7910, New Zealand.

6/8/22, 12:34 PM

Transaction List - Westpac

### Transaction List

#### Non Profit Organisation - 03-0887-0252734-000

Payment Date	Description	Other Party Name	Particulars	Analysis Code	Reference	Debit
07/06/2022	ONLINE BANKING	Carolyn Johnston	Donation	St Mary's	43166760	\$50.00
07/06/2022	Payment	Dave Jack	Rental	Royal Arcade	43160757	\$5,000.00
Closing Balance:						
Opening Balance:						\$7,074.70 CR

Current Balance as at 08/06/2022:

<https://bol.westpac.co.nz/s1gcb/bank/banking/common/CDTransaction?stmlKy=i4bwhlTcEQkvVu35bly1g%3D%3D&row=0&acctKy=i4bwhlTcEQkvVu35bly1g%3D%3D&printKy=true>







For Office Use Only  
 Funds Spent as per Application:  
 Grants Register Updated:

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Funding Team**  
 Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

**Invoices/Statements/Receipts enclosed:**  YES

**Purpose of Donation:** To help cover rent costs of office

**Benefits:** Enabling us to continue you our book-keeping and accounting service for not-for-Profit entities in the Timaru District. We now have a total of three staff, which means the office is fully utilised. We appreciate the assistance with paying the rental.

**Event Funding: How many people attended:**

**Manner in which Funding Assistance was Publicly Acknowledged:**  
 TDC logo included on all our invoices, email and other documents – thanking our sponsors.

**Name:** Robyn Valentine  
**Position in Organisation:** Operations Manager  
**Organisation:** Community Accounts Service Charitable Trust  
**Amount of Grant:** \$3000.00  
**Date Donation Approved:** Donation Received 30 Nov 2022  
**Signed:** *R. Valentine*  
**Date:** 15-1-24

# 804422



Community Trust of Mid-South Canterbury  
 PO Box 983  
 Timaru 7940

Community Accounts Service Charitable  
 Trust  
 Room 4, Community House  
 27 Strathall  
 TIMARU 7910  
 TIMARU  
 NEW ZEALAND

TAX INVOICE NO      INV-2040  
 Reference:            Monthly Rental  
 GST Number:        051648994

Description	Quantity	Unit Price	GST	Amount NZD
Rent, Monthly Rental	1.00	402.45		402.45
Room 4; Carpark				
			Subtotal	402.45
			Total GST 15% GST 15%	60.37
			<b>Invoice Total NZD</b>	<b>462.82</b>

**PAYMENT:**

Payment may be made by direct credit to our bank account **03-0887-0336735-00**.

Please include the invoice number as the reference

INVOICE NUMBER	PLEASE PAY BY	AMOUNT	INVOICE DATE
INV-2040	01 Jun 2023	462.82	01 Jun 2023

*Supporting community organisations to achieve a region of  
 Vibrant, Healthy and Caring Communities*

Registered Office: PO Box 983, Timaru, 7940, New Zealand

## Profit and Loss

Community Accounts Service Charitable Trust  
For the period 30 November 2022 to 30 September 2023  
Cash Basis

	TDC 30.11.22	TOTAL
<b>Trading Income</b>		
TDC Rent Grant	3,000.00	3,000.00
<b>Total Trading Income</b>	<b>3,000.00</b>	<b>3,000.00</b>
<b>Gross Profit</b>	<b>3,000.00</b>	<b>3,000.00</b>
<b>Operating Expenses</b>		
Rent	3,239.74	3,239.74
<b>Total Operating Expenses</b>	<b>3,239.74</b>	<b>3,239.74</b>
<b>Net Profit</b>	<b>(239.74)</b>	<b>(239.74)</b>



For Office Use Only  
 Funds Spent as per Application:  
 Grants Register Updated:

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Funding Team**  
 Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed: yes

**Purpose of Donation:**

To pay towards office expenses of Volunteering Mid & South Canterbury Timaru office for continuation of support services for volunteers and volunteer organisations in the region.

**Benefits:**

The funding we have received helped us to continue to provide services that we offer to organisations and their volunteers. These services have a big impact to achieve their goals and vision in helping our community

**Event Funding: How many people attended: N/A**

**Manner in which Funding Assistance was Publicly Acknowledged:**

Social media posts (facebook), website, events background and in email signature

Name:	Haidee Woods
Position in Organisation:	Manager - South Canterbury
Organisation:	Volunteering Mid & South Canterbury
Amount of Grant:	\$4,986
Date Donation Approved:	11 November 2022
Signed:	
Date:	15 January 2024

# 804422

**Rent Transactions**  
**Volunteering Mid and South Canterbury**  
**For the period 30 November 2022 to 31 March 2024**  
**Cash Basis**

FUNDING is TDC 30.11.22 SPENT.

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
<b>Rent</b>								
5 Dec 2022	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-1753	415.50	-	415.50	477.82	62.32
5 Jan 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-1813	415.50	-	831.00	477.82	62.32
5 Feb 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-1845	415.50	-	1,246.50	477.82	62.32
5 Mar 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-1888	415.50	-	1,662.00	477.82	62.32
5 Apr 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-1930	415.50	-	2,077.50	477.82	62.32
3 May 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-1970	415.50	-	2,493.00	477.82	62.32
3 Jun 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-2020	415.50	-	2,908.50	477.82	62.32
3 Jul 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-2073	415.50	-	3,324.00	477.82	62.32
3 Aug 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-2133	415.50	-	3,739.50	477.82	62.32
3 Sep 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-2190	415.50	-	4,155.00	477.82	62.32
3 Oct 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-2233	415.50	-	4,570.50	477.82	62.32
3 Nov 2023	Payable Payment	Payment: Community Trust of Mid-South Canterbury	INV-2283	415.50	-	4,986.00	477.82	62.32
<b>Total Rent</b>				<b>4,986.00</b>	<b>-</b>	<b>4,986.00</b>	<b>5,733.84</b>	<b>747.84</b>
<b>Total</b>				<b>4,986.00</b>	<b>-</b>	<b>4,986.00</b>	<b>5,733.84</b>	<b>747.84</b>



Volunteering Mid & South Canterbury  
 27 Strathallan Street  
 Timaru 7910  
 NEW ZEALAND

Community Trust of Mid & South Canterbury  
 P O Box 983  
 Timaru 7940  
 Phone: 03 687 7360  
 GST Number: 051648994

**TAX INVOICE INV-2324**

PLEASE PAY BY: 20 Dec 2023	AMOUNT 30.19	INVOICE DATE: 30 Nov 2023
-------------------------------	-----------------	------------------------------

Description	Quantity	Unit Price	Amount NZD
Teleline, Telephone Line Rental	1.00	15.00	15.00
Telecall, Telephone Calls	1.00	1.94	1.94
Print1, Printing charges A4 - B & W	42.00	0.08	3.36
Print1C, Printing charges - A4 - Colour	22.00	0.18	3.96
Print2C, Printing Charges - A3 - Colour	10.00	0.20	2.00
		Subtotal	26.26
		Total GST 15%	3.93
<b>Tax Invoice Total NZD</b>			<b>30.19</b>

**PAYMENT:**

Payment may be made by direct credit to our bank account **03-0887-0336735-00**.

Please include the invoice number as the reference

[www.comtrust.org.nz](http://www.comtrust.org.nz)

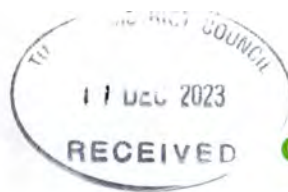
Registered Office: PO Box 983, Timaru, 7940, New Zealand

## Profit and Loss

Volunteering Mid and South Canterbury  
For the period 30 November 2022 to 31 March 2024  
Cash Basis

	TDC 30.11.22 SPENT	TOTAL
<b>Trading Income</b>		
Timaru District Council Funding	4,986	4,986
<b>Total Trading Income</b>	<b>4,986</b>	<b>4,986</b>
<b>Gross Profit</b>		
	4,986	4,986
<b>Operating Expenses</b>		
Rent	4,986	4,986
<b>Total Operating Expenses</b>	<b>4,986</b>	<b>4,986</b>
<b>Net Profit</b>	-	-





Timaru District Council  
Customer Services Manager  
PO Box 522  
Timaru 7940

30<sup>th</sup> November 2023

Dear Committee Members

Graeme Dingle Foundation Canterbury have been lucky enough to have had support from Timaru District Council in 2023 to support the delivery of our Kiwi Can youth development programme to 648 tamariki at three Timaru Schools – Bluestone School, Grantlea Downs School and Oceanview Heights School.

This support is fundamental to the continuation of our programmes and we would simply not be able to continue supporting thousands of local tamariki to reach their full potential if it were not for generous organisations like Timaru District Council. This Term Tamariki have been learning about the importance of integrity, and how to practice it in everyday life.

Our commitment to research with our university partners has shown our programmes deliver consistent improvements in:

- Student Confidence
- Engagement in Learning (improved truancy and academic results)
- Student behaviour and attitudes
- Feeling positive about the future and goal setting

We remain deeply committed to developing young people into strong, resilient and curious individuals, who are ready for the challenges of life, and we could not continue to support our tamariki without your support.

**Please find enclosed the completed accountability report for funding received to support Kiwi Can Delivery in Term 4.**

Kind regards

Kate Light

**Grants Manager, Graeme Dingle Foundation**

383 Colombo Street, Sydenham, Christchurch | PO Box 7049, Sydenham, Christchurch 8023

T: +64 22 487 6641 | E: office.Canterbury@dinglefoundation.org.nz

[www.dinglefoundation.org.nz](http://www.dinglefoundation.org.nz)

**Empowering kids to overcome life's obstacles - whakamanawatia ngā tamariki kia eke pānuku**



Grantlea Downs School tamariki with their Kiwi Can Leaders Tanati and Brenna during a Kiwi Can Lesson



For Office Use Only  
 Funds Spent as per Application:  
 Grants Register Updated:

**Accountability Of A Council Donation**

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Customer Services Manager**  
 Timaru District Council, PO Box 522, Timaru 7940

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

**Invoices/Statements/Receipts enclosed:**

**Purpose of Donation:**  
 Funding went towards delivery of Kiwi Can at our three Timaru Schools Grantlea Downs School, Oceanview Heights School and Bluestone School.

**Benefits:**  
 This funding enabled us to continue to support 648 tamariki to develop life skills through Kiwi Can, with weekly lessons being delivered by our two local Kiwi Can Leaders Tanati and Brenna.

**Event Funding: How many people attended:**

**Manner in which Funding Assistance was Publicly Acknowledged:**  
 There will be a public acknowledgment of this grant towards Term 4 delivery before the end of the year.

Name: Cuortney Keenan  
 Position in Organisation: Grants Coordinator  
 Organisation: Graeme Dingle Foundation Canterbury  
 Amount of Grant: \$ 3,000.00  
 Date Donation Approved: 4/05/2023  
 Signed: *Chevan*  
 Date: 30/11/2023

# 804422

ANZ Direct Online - Transactions continued



Graeme Dingle Foundation Canterbury  
417640

Report Date: 01/05/2023 - 31/05/2023

Account Number	Account Name	Other Party Name	Tran Code	Tran Code Name	Particulars	Code	Reference	Debits	Credits	Date	Balance	Originator	Source Code
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					11/05/2023	192,505.23		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					11/05/2023	220,289.83		
06-0801-0503070-000	K2 TRUST	Z ENERGY LTD	000	Debit	GRAEME DING	70044814	4090636	-204.22		12/05/2023			DD
06-0801-0503070-000	K2 TRUST	MSD PRODUCTION C1	050	Credit	MSD COVID19P	DC120523	83032367		600.00	12/05/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					12/05/2023	220,289.83		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					12/05/2023	220,685.61		
06-0801-0503070-000	K2 TRUST	Community Trust of M	050	Credit	COMMTRUSTMSC GRANT				5,000.00	15/05/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					15/05/2023	220,685.61		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					15/05/2023	225,685.61		
06-0801-0503070-000	K2 TRUST	PRIME ENERGY LIMITED	000	Debit	Grame Dingle	709021	Electricity	-76.03		18/05/2023			DD
06-0801-0503070-000	K2 TRUST	Timaru Dist Council	050	Credit					3,000.00	18/05/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					18/05/2023	225,685.61		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					18/05/2023	228,609.58		
06-0801-0503070-000	K2 TRUST	GDF GENERAL CALL	050	Credit	GDF PAYMENT	WEBSITE	APRIL 2023		197.38	19/05/2023			DC
06-0801-0503070-000	K2 TRUST	GRAEME DINGLE FOU	050	Credit	GDFA		0762		3,152.77	19/05/2023			DC
06-0801-0503070-000	K2 TRUST	Waimate Cent	050	Credit	Waimate	Centennial	School		4,354.07	19/05/2023			DC
06-0801-0503070-000	K2 TRUST	GDF GENERAL CALL	050	Credit	GDF NSO	PAYMENT	INV-0872		35,155.50	19/05/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					19/05/2023	228,609.58		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					19/05/2023	271,469.30		
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL PAY	SALARIES	45144-0219	-17,053.47		22/05/2023			DD
06-0801-0503070-000	K2 TRUST	20230522	000	Debit				-16,289.49		22/05/2023			DC
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL TAX	SALARIES	45144-0219	-6,646.88		22/05/2023			DD
06-0801-0503070-000	K2 TRUST	2degrees Mobile Ltd	000	Debit			10016090980	23424798	-119.07	22/05/2023			DD

ANZ Bank New Zealand Limited

Print Date: 30/11/2023 12:52:23

Page: 2

ANZ Direct Online - Transactions continued



Graeme Dingle Foundation Canterbury  
417640

Report Date: 21/08/2023 - 20/11/2023

Account Number	Account Name	Other Party Name	Tran Code	Tran Code Name	Particulars	Code	Reference	Debits	Credits	Date	Balance	Originator	Source Code
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL PAY	SALARIES	45144-0230	-20,472.20		20/10/2023			DD
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL TAX	SALARIES	45144-0230	-8,699.26		20/10/2023			DD
06-0801-0503070-000	K2 TRUST	20231020	000	Debit	GDFC		SEPT ACCOUNT	-6,904.73		20/10/2023			DC
06-0801-0503070-000	K2 TRUST	2degrees Mobile Ltd	000	Debit		10017461868	23424798	-154.44		20/10/2023			DD
06-0801-0503070-000	K2 TRUST	PRIME ENERGY LIMITED	000	Debit	Grame Dingle	709021	Electricity	-97.31		20/10/2023			DD
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL FEE	SALARIES	45144-0230	-61.35		20/10/2023			DD
06-0801-0503070-000	K2 TRUST	MANSON R M	083	Bill Payment			Ffygood03		18.50	20/10/2023			BP
06-0801-0503070-000	K2 TRUST		050	Credit	0811T0421070				1,000.50	20/10/2023			
06-0801-0503070-000	K2 TRUST	FLOORING WARE	083	Bill Payment	The Flooring		Warehouse		1,190.00	20/10/2023			BP
06-0801-0503070-000	K2 TRUST	Givealittle	050	Credit	Payment		4738554		1,389.75	20/10/2023			DC
06-0801-0503070-000	K2 TRUST	VH Cheque VIC	050	Credit	Hams	Hydraulics	Victor		3,995.00	20/10/2023			DC
06-0801-0503070-000	K2 TRUST	LAYBURNHOD GINSLTD	050	Credit	20210258	LAYBURN	HODGINS		6,970.00	20/10/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					20/10/2023	152,370.20		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					20/10/2023	130,544.66		
06-0801-0503070-000	K2 TRUST	Bishopdale Scho	050	Credit	BISHOPDALE	SCHOOL	INV 240		368.52	24/10/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					24/10/2023	130,544.66		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					24/10/2023	130,913.18		
06-0801-0503070-000	K2 TRUST	ACTIVE REFRIGERATION	050	Credit	ACTIVE REF				860.00	25/10/2023			AP
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					25/10/2023	130,913.18		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					25/10/2023	131,773.18		
06-0801-0503070-000	K2 TRUST	GDF GENERAL CALL	050	Credit	GDF NSO	PAYMENT			18.67	26/10/2023			DC
06-0801-0503070-000	K2 TRUST	GDF GENERAL CALL	050	Credit	GDF PAYMENT		INV-0889		4,312.50	26/10/2023			DC

ANZ Direct Online - Transactions continued



Graeme Dingle Foundation Canterbury  
417640

Report Date: 21/08/2023 - 20/11/2023

Account Number	Account Name	Other Party Name	Tran Code	Tran Code Name	Particulars	Code	Reference	Debits	Credits	Date	Balance	Originator	Source Code
06-0801-0503070-000	K2 TRUST	DEPOSIT ADJUSTED	050	Credit	106.70	1003623593	0100401		23.50	02/11/2023			DC
06-0801-0503070-000	K2 TRUST	Air Rescue S	050	Credit	Air Rescue	Grant	231004-9071		5,000.00	02/11/2023			DC
06-0801-0503070-000	K2 TRUST	The Lion Foundation	050	Credit			GRANTS PMT		8,000.00	02/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					02/11/2023	157,154.90		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					02/11/2023	170,178.40		
06-0801-0503070-000	K2 TRUST	HORNBY WORKING MEN'S	050	Credit	HWMC	HWMC	HORNBY CLUB		4,116.52	03/11/2023			DC
06-0801-0503070-000	K2 TRUST	SAUNDERS ROBINS	050	Credit	Burrows Bro	Distribution			5,000.00	03/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					03/11/2023	170,178.40		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					03/11/2023	179,294.92		
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL PAY	SALARIES	45144-0231	-19,512.87		06/11/2023			DD
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL TAX	SALARIES	45144-0231	-8,266.40		06/11/2023			DD
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL FEE	SALARIES	45144-0231	-61.35		06/11/2023			DD
06-0801-0503070-000	K2 TRUST	E J MAHUIKA	050	Credit	ffymaia				200.00	06/11/2023			BP
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					06/11/2023	179,294.92		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					06/11/2023	151,654.30		
06-0801-0503070-000	K2 TRUST	20231108	000	Debit	BATCH		IT & STARS	-7,072.34		08/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					08/11/2023	151,654.30		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					08/11/2023	144,581.96		
06-0801-0503070-000	K2 TRUST		057	Analysis Code Non-Chq	0811T0440090	ffy04			640.00	10/11/2023			
06-0801-0503070-000	K2 TRUST	WYNN WILLIAMS	050	Credit	INV-0903	EXPENSES	WYNNWILLIAMS		800.00	10/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					10/11/2023	144,581.96		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					10/11/2023	146,021.96		
06-0801-0503070-000	K2 TRUST	Z ENERGY LTD	000	Debit	GRAEME DINGL	70044814	4369922	-243.78		13/11/2023			DD

ANZ Direct Online - Transactions continued



Graeme Dingle Foundation Canterbury  
417640

Report Date: 21/08/2023 - 20/11/2023

Account Number	Account Name	Other Party Name	Tran Code	Tran Code Name	Particulars	Code	Reference	Debits	Credits	Date	Balance	Originator	Source Code
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					13/11/2023	146,021.96		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					13/11/2023	145,778.18		
06-0801-0503070-000	K2 TRUST	PUBLIC TRUST	050	Credit	Public Trust	TG Macarthy	2023 grant		10,000.00	14/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					14/11/2023	145,778.18		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					14/11/2023	155,778.18		
06-0801-0503070-000	K2 TRUST	St Annes School BOT	050	Credit	STANNES		0895		234.12	16/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					16/11/2023	155,778.18		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					16/11/2023	156,012.30		
06-0801-0503070-000	K2 TRUST	PRIME ENERGY LIMITED	000	Debit	Graeme Dingle	709021	Electricity	-81.44		17/11/2023			DD
06-0801-0503070-000	K2 TRUST	GDF GENERAL CALL	050	Credit	GDF PAYMENT		INV-0904		5,068.52	17/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					17/11/2023	156,012.30		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					17/11/2023	160,999.38		
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL PAY	SALARIES	45144-0232	-19,840.66		20/11/2023			DD
06-0801-0503070-000	K2 TRUST	20NOV23	000	Debit	NOV BATCH			-10,619.58		20/11/2023			DC
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL TAX	SALARIES	45144-0232	-8,193.56		20/11/2023			DD
06-0801-0503070-000	K2 TRUST	2degrees Mobile Ltd	000	Debit		10017673392	23424798	-160.15		20/11/2023			DD
06-0801-0503070-000	K2 TRUST	IPAYROLL LIMITED	000	Debit	IPAYROLL FEE	SALARIES	45144-0232	-68.02		20/11/2023			DD
06-0801-0503070-000	K2 TRUST	Northcote	050	Credit	NORTHCOTE	SCHOOL	INV 0375		139.78	20/11/2023			DC
06-0801-0503070-000	K2 TRUST	TE WAKA UNUA SCHOOL	050	Credit	Te Waka		0896		481.24	20/11/2023			DC
06-0801-0503070-000	K2 TRUST	HATRICK SERVICES	050	Credit	Z ENERGY	GOOD IN	HE HOOD		499.00	20/11/2023			DC
06-0801-0503070-000	K2 TRUST	Givealittle	050	Credit	Payment		4740194		1,306.16	20/11/2023			DC
06-0801-0503070-000	K2 TRUST	CUSTOM PAK	050	Credit	INV 0902	BROGAN	THOMSON		1,445.00	20/11/2023			DC
06-0801-0503070-000	K2 TRUST	K2 TRUST			OPENING BALA					20/11/2023	160,999.38		
06-0801-0503070-000	K2 TRUST	K2 TRUST			CLOSING BALA					20/11/2023	125,988.59		

**Payroll History - Detailed**  
 Graeme Dingle Foundation Canterbury  
 Details for Days: 06-Nov-2023 to 06-Nov-2023

Person	Taxable Pay	Non-Tax Allowances	Gross Pay	Tax Deductions	Nett Pay
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BIDOIS, Tanati	\$1,872.00	\$0.00	\$1,872.00	-\$553.38	\$1,318.62
COSTER, Brenna	\$1,917.36	\$0.00	\$1,917.36	-\$537.43	\$1,379.93
	\$1,908.20	\$0.00	\$1,908.20	-\$514.02	\$1,394.18
	\$3,090.04	\$18.46	\$3,108.50	-\$810.44	\$2,298.06
	\$1,926.21	\$0.00	\$1,926.21	-\$522.40	\$1,403.81
	\$1,864.12	\$0.00	\$1,864.12	-\$505.69	\$1,358.43
	\$276.03	\$0.00	\$276.03	-\$77.36	\$198.67
	\$2,600.00	\$0.00	\$2,600.00	-\$811.30	\$1,788.70
	\$4,615.39	\$0.00	\$4,615.39	-\$1,382.92	\$3,232.47
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$878.80	\$0.00	\$878.80	-\$199.82	\$678.98
	\$1,864.12	\$0.00	\$1,864.12	-\$375.20	\$1,488.92
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$1,820.00	\$0.00	\$1,820.00	-\$472.88	\$1,347.12
	\$2,320.00	\$0.00	\$2,320.00	-\$695.02	\$1,624.98
<b>Totals</b>	<b>\$26,952.27</b>	<b>\$18.46</b>	<b>\$26,970.73</b>	<b>-\$7,457.86</b>	<b>\$19,512.87</b>
			Employer Superannuation Contribution Tax (ESCT)	-\$172.65	
			KiwiSaver Employer Contribution	-\$635.89	
			<b>Tax Totals</b>	<b>-\$8,266.40</b>	

**Payroll History - Detailed**  
 Graeme Dingle Foundation Canterbury  
 Details for Days: 20-Nov-2023 to 20-Nov-2023

Person	Taxable Pay	Non-Tax Allowances	Gross Pay	Tax Deductions	Nett Pay
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BIDOIS, Tanati	\$1,872.00	\$0.00	\$1,872.00	-\$553.38	\$1,318.62
COSTER, Brenna	\$1,491.28	\$0.00	\$1,491.28	-\$379.29	\$1,111.99
	\$1,812.79	\$0.00	\$1,812.79	-\$469.38	\$1,343.41
	\$3,090.04	\$18.46	\$3,108.50	-\$810.44	\$2,298.06
	\$1,899.08	\$0.00	\$1,899.08	-\$509.79	\$1,389.29
	\$1,864.12	\$0.00	\$1,864.12	-\$505.69	\$1,358.43
	\$336.96	\$0.00	\$336.96	-\$94.21	\$242.75
	\$2,600.00	\$0.00	\$2,600.00	-\$811.30	\$1,788.70
	\$196.56	\$0.00	\$196.56	-\$29.53	\$167.03
	\$4,615.39	\$0.00	\$4,615.39	-\$1,382.92	\$3,232.47
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$1,664.39	\$0.00	\$1,664.39	-\$412.19	\$1,252.20
	\$1,677.70	\$0.00	\$1,677.70	-\$311.89	\$1,365.81
	\$121.50	\$0.00	\$121.50	-\$18.24	\$103.26
	\$1,638.00	\$0.00	\$1,638.00	-\$394.34	\$1,243.66
	\$2,320.00	\$0.00	\$2,320.00	-\$695.02	\$1,624.98
<b>Totals</b>	<b>\$27,199.81</b>	<b>\$18.46</b>	<b>\$27,218.27</b>	<b>-\$7,377.61</b>	<b>\$19,840.66</b>
			<b>Employer Superannuation Contribution Tax (ESCT)</b>	-\$173.00	
			<b>KiwiSaver Employer Contribution</b>	-\$642.95	
			<b>Tax Totals</b>	<b>-\$8,193.56</b>	



**Payroll History - Detailed**  
 Graeme Dingle Foundation Canterbury  
 Details for Days: 23-Oct-2023 to 23-Oct-2023

Person	Taxable Pay	Non-Tax Allowances	Gross Pay	Tax Deductions	Nett Pay
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
BIDOIS, Tanati	\$2,080.00	\$0.00	\$2,080.00	-\$656.40	\$1,423.60
COSTER, Brenna	\$2,130.40	\$0.00	\$2,130.40	-\$638.69	\$1,491.71
	\$1,908.20	\$0.00	\$1,908.20	-\$514.02	\$1,394.18
	\$3,090.04	\$18.46	\$3,108.50	-\$810.44	\$2,298.06
	\$1,953.35	\$0.00	\$1,953.35	-\$535.02	\$1,418.33
	\$1,864.12	\$0.00	\$1,864.12	-\$505.69	\$1,358.43
	\$2,600.00	\$0.00	\$2,600.00	-\$811.30	\$1,788.70
	\$4,615.39	\$0.00	\$4,615.39	-\$1,382.92	\$3,232.47
	\$567.00	\$0.00	\$567.00	-\$87.21	\$479.79
	\$1,491.29	\$0.00	\$1,491.29	-\$365.38	\$1,125.91
	\$1,864.12	\$0.00	\$1,864.12	-\$375.20	\$1,488.92
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$1,820.00	\$0.00	\$1,820.00	-\$472.88	\$1,347.12
	\$2,320.00	\$0.00	\$2,320.00	-\$695.02	\$1,624.98
<b>Totals</b>	<b>\$28,303.91</b>	<b>\$18.46</b>	<b>\$28,322.37</b>	<b>-\$7,850.17</b>	<b>\$20,472.20</b>
			<b>Employer Superannuation Contribution Tax (ESCT)</b>	<b>-\$179.02</b>	
			<b>KiwiSaver Employer Contribution</b>	<b>-\$670.07</b>	
			<b>Tax Totals</b>	<b>-\$8,699.26</b>	



**CANTERBURY**

**Kiwi Can Delivery - Draft Budget 2023**

<b>Income</b>		
Timaru District Council	\$	3,000.00
Trusts & Grants \$16,421	\$	16,421.00
Corporate Sponsorship \$7,188	\$	7,188.00
Fundraising/Donations (Charity Bike Ride etc)	\$	6,900.00
School contribution	\$	13,136.00
<b>Other funding to be confirmed</b>	<b>\$</b>	<b>41,750.69</b>
<b>Total Income</b>	<b>\$</b>	<b>88,395.69</b>
<b>Expenses</b>		
Kiwi Can Staff Wages (Delivery)	\$	65,545.69
Programme Support (Training, quality assurance, school liaison, contract mgmt etc)	\$	11,900.00
Staff Training (external)	\$	1,150.00
Programme costs (community projects, resources, rewards)	\$	1,800.00
Opex	\$	6,000.00
Travel	\$	2,000.00
<b>Total Kiwi Can Programme Costs</b>	<b>\$</b>	<b>88,395.69</b>

*Budget included with application.*



For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated:

### Accountability Of A Council Donation

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Funding Team**  
**Timaru District Council, PO Box 522, Timaru 7940**

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

Invoices/Statements/Receipts enclosed:  Yes

Purpose of Donation: Digitising records for the Pleasant Point District School Archives

Benefits:  
Preserving archives/photos

Event Funding: How many people attended:  
N/A

Manner in which Funding Assistance was Publicly Acknowledged:

Newsletters/Website/School Communications App

Name: Rachael Proudfoot  
 Position in Organisation: Office Manager  
 Organisation: Pleasant Point Primary School (Archives Committee)  
 Amount of Grant: \$4,000  
 Date Donation Approved: 30/11/2022  
 Signed: *Rachael Proudfoot*  
 Date: 1/2/24

# 804422



M Tech Limited  
 P.O. Box 261  
 Timaru 7940  
 Phone (03) 684-4261  
 E-mail: accounts@m-tech.co.nz

## Tax Invoice / Statement

Pleasant Point District School Archives  
 C/ Pleasant Point Primary School  
 33 Halstead Road  
 Pleasant Point 7903

GST Number: 64 165 224  
 Invoice Number: 24398  
 Date: 30/Sep/2022  
 Due Date: 20/Oct/2022  
 Page: 1

### Description

Registration of .NZ domain name pparchives.nz  
*Covers 22/Sep/2022 to 21/Sep/2023.*

Setup of website

Introductory Training session with Aaron at Pleasant Point  
*Includes travel*

Quantity	Rate	Amount
1.00 Yr	\$ 50.00	\$ 50.00
2.00 Hr	\$ 80.00	\$ 160.00
2.00 Hr	\$ 80.00	\$ 160.00
Sub Total:		\$ 370.00
GST (15%):		\$ 55.50
Invoice Total:		\$ 425.50

Terms: Net 20th of the month following date of invoice  
 Direct Credit To ANZ, Timaru 06 0889 0166127 00  
 Please use Invoice Number as reference.

**There is an overdue amount of \$ 425.50 on this invoice. Please pay immediately.  
 If payment has been made recently please disregard this reminder.**

Generated by Accounts: Tue 8/Nov/2022 11:05



M Tech Limited  
 P.O. Box 261  
 Timaru 7940  
 Phone (03) 684-4261  
 E-mail: accounts@m-tech.co.nz

## Tax Invoice / Statement

Pleasant Point District School Archives  
 C/ Pleasant Point Primary School  
 33 Halstead Road  
 Pleasant Point 7903

GST Number: 64 165 224  
 Invoice Number: 24719  
 Date: 31/Mar/2023  
 Due Date: 20/Apr/2023  
 Page: 1

Date	Description	Quantity	Rate	Amount
22/Sep/2022	Registration of hosting for Pleasant Point District School Archives system <i>Covers 22/Sep/2022 to 21/Sep/2023.</i>	1.00 Yr	\$ 600.00	\$ 600.00
27/Oct/2022	Training session with Aaron at Pleasant Point <i>Includes travel</i>	1.50 Hr	\$ 80.00	\$ 120.00
30/Mar/2023	Training session with Aaron at Pleasant Point <i>Includes travel</i>	1.50 Hr	\$ 80.00	\$ 120.00
Sub Total:				\$ 840.00
GST (15%):				\$ 126.00
Invoice Total:				\$ 966.00

Terms: Net 20th of the month following date of invoice  
 Direct Credit To ANZ, Timaru 06 0889 0166127 00  
 Please use Invoice Number as reference.

Generated by Accounts: Fri 31/Mar/2023 10:31



M Tech Limited  
 P.O. Box 261  
 Timaru 7940  
 Phone (03) 684-4261  
 E-mail: accounts@m-tech.co.nz

## Tax Invoice / Statement

Pleasant Point District School Archives  
 C/ Pleasant Point Primary School  
 33 Halstead Road  
 Pleasant Point 7903

GST Number: 64 165 224  
 Invoice Number: 24924  
 Date: 19/Jul/2023  
 Due Date: 20/Aug/2023  
 Page: 1

**Description**  
 Renewal of .NZ domain name pparchives.nz  
*Covers 22/Sep/2023 to 21/Sep/2024.*  
 Renewal of hosting for Pleasant Point District School Archives  
 system  
*Covers 22/Sep/2023 to 21/Sep/2024.*

Quantity	Rate	Amount
1.00 Yr	50.00	\$ 50.00
1.00 Yr	600.00	\$ 600.00
Sub Total:		\$ 650.00
GST (15%):		\$ 97.50
Invoice Total:		\$ 747.50

Terms: Net 20th of the month following date of invoice  
 Direct Credit To ANZ, Timaru 06 0889 0166127 00  
 Please use Invoice Number as reference.

Generated by Accounts: Wed 19/Jul/2023 14:59



**carpetcourt**

30 Barnard Street, Timaru 7910  
 Ph. 03 684 9898  
 E. info@dorescarpetcourt.co.nz

GST. 124-901-227

Page 1

**TAX INVOICE**

**TC001113**

Sold To:	Ship To:
PLEASANT POINT PRIMARY SCHOOL 33 HALSTEAD STREET PLEASANT POINT 7903	PLEASANT POINT PRIMARY SCHOOL 33 HALSTEAD STREET PLEASANT POINT 7903

Order Date	Phone #	P.O. Number	Invoice Number
18/05/23	0279354669		TC001113

Style/Item	Color/Description
------------	-------------------

To supply and lay Autex composition, colour Chilli Red

Many thanks

— 26/06/23 — 11:34AM —

Sales Representative(s):  
 ROSE HATHAWAY

TAX INVOICE: TC001113

Dores For Floors 2018 Timaru Ltd  
 T/A Carpet Court

**Payment due within 7 days**  
 Bank account details:  
 06-0889-0362101-00

Includes GST of: 449.87  
**INVOICE TOTAL: \$3,449.00**

Less Payment(s): 0.00  
**BALANCE DUE: \$3,449.00**



For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated:

**Accountability Of A Council Donation**

Local authorities must satisfy themselves that the public money distributed through the Council Grants Scheme has been used for the purpose for which it was provided, therefore, the Timaru District Council requires that your organisation complete this form. Should all the funds not be expended on the project, Council would prefer that the unexpended funds were returned to the Timaru District Council for re-allocation by the Community Development Committee. The Timaru District Council also gives notice that it will physically inspect some projects at random to ensure that it has complied with Council's requirements.

Please complete this form and return it **within two months** after the projects completion to:

**Funding Team**  
**Timaru District Council, PO Box 522, Timaru 7940**

Evidence of expenditure is required in the form of receipts or invoices, or signed statements by your accountant or auditor, plus a brief description of the benefits that have been achieved because of the funding assistance.

**Invoices/Statements/Receipts enclosed:**

**Purpose of Donation:** \_\_\_\_\_

To provide support in acquiring the necessary items for the New Year event

**Benefits:** \_\_\_\_\_

The ability to gain infrastructure for the event; have the necessary item, such as loos and hi-vis, to ensure the licences were upheld and the areas kept clean and tidy; Supporting the local community, small business and the surrounding area (Geraldine) with tourism and promotion; Contributions to the local Lions Club for their assistance in parking and the promotion of local musicians which brings people to the area; Finally adding to the success of the event and an increase of future spending in the area.

**Event Funding: How many people attended:** \_\_\_\_\_

As estimation was about 1800 people over the course of the event

**Manner in which Funding Assistance was Publicly Acknowledged:** \_\_\_\_\_

Numerous Facebook posts about donations and support

Name: Kristine Diehl-Breeding

Position in Organisation: Co-Organiser

Organisation: Streetfood@Woodbury

# 804422





For Office Use Only  
Funds Spent as per Application:  
Grants Register Updated:

Amount of Grant: \$ 1500  
Date Donation Approved: November 2023  
Signed:  
Date: 9 February 2024

# 804422

# NZ Safety Blackwoods

## ORDER CONFIRMATION

**Sales Order Number: G325252**

Hi,

Thank you for your purchase. You will find below the full details of your order and an estimated despatch date.

**Please note that the courier networks are currently experiencing some delays and deliveries may take longer than what you would normally expect.**

Further information on the latest order status is available through the website :

[www.nzsafetyblackwoods.co.nz](http://www.nzsafetyblackwoods.co.nz)

Alternatively, you can contact a member of the team at NZ Safety Blackwoods on 0800 660 660.

Account Number: WEBCARD /001  
 Placed On: 02/01/2024 11:58:13  
 Your Purchase Order Number: DIANNE HAMILTON  
 Contact Name: Streetfood@Woodbury

Invoice To	Delivery To
Streetfood@Woodbury 568 Woodbury Rd RD 21 Woodbury	CUSTOMER COLLECTING FROM BRANCH

Line	Part Number	QTY	Unit Price	Unit	Description	Available	Back Order Quantity	Despatch Date
1	442HCH FLOM	2	10.40	EA	MVE028,VEST,WH Fluro Orange M MVE028,DAY/NIGHT,TTMC-W17,VEST, WORKHORSE,BLACKWOODS #190416	2		03/ 01/ 2024
2	442HCH FLOL	2	10.40	EA	MVE028,VEST,WH Fluro Orange L MVE028,DAY/NIGHT,TTMC-W17,VEST, WORKHORSE,BLACKWOODS #190416	2		03/ 01/ 2024
3	442HCH FLOXL	2	10.40	EA	MVE028,VEST,WH Fluro Orange XL MVE028,DAY/NIGHT,TTMC-W17,VEST, WORKHORSE,BLACKWOODS #190416	2		03/ 01/ 2024

Please note items may be shipped from multiple locations.

\* Price excludes any GST charges

[nzsafetyblackwoods.co.nz](http://nzsafetyblackwoods.co.nz) | 0800 660 660

DJH Blackwoods Receipt.png

<https://drive.google.com/drive/folders/1YbNcguGr2ZseZ7SfC4z1...>



AVAILABLE  
**8,017.68**

BALANCE ⓘ  
**-1,982.32**

REWARDS  
Rewards

Payment of 40.00 due on 30 Jan | View details ▾

Search transactions

Date ▾	Amount
Today	
Yesterday	
Fri 5 Jan	
Thu 4 Jan	
Tue 2 Jan	NZ Safety Blackwoods AUCKLAND NZD7176 -71.76

supercheap receipts.jpg

https://drive.google.com/drive/folders/1T9DmekSU5pNbjYSaG...



20240111\_085104.jpg

<https://drive.google.com/drive/folders/1T9DmekSU5pNbjYSaG...>

TAX INVOICE / STATEMENT Date 11/01/24 291306

To STREET FOOD WOODBUCKY  
WOODBUCKY

From BOBY  
CASABIANE

QTY	Description	\$	¢
	MUSICIAN SERVICES @ STREET ARTIST	120	-
	6/1/24 5 pm - 9 pm 4 HRS		
		120	-
TOTAL EXCLUSIVE GST \$		120	-
PLUS % GST \$			
TOTAL INCLUSIVE GST \$		120	-

G.S.T. Reg. No.

Gmail - Tashuil

<https://mail.google.com/mail/u/0/?ik=b4bb0fe729&view=pt&search=a...>



Streetfood Woodbury <[streetfoodwoodbury@gmail.com](mailto:streetfoodwoodbury@gmail.com)>

---

**Tashuil**

1 message

---

**Lynne McCosh** <[littlelynne1@yahoo.co.nz](mailto:littlelynne1@yahoo.co.nz)>  
To: [StreetFoodWoodbury@gmail.com](mailto:StreetFoodWoodbury@gmail.com)

Wed, Jan 10, 2024 at 8:19 AM

Hi Kristine  
The account number is 03-0693-0215724-000  
Tashuil performing Music at Woodbury Street Food Truck Event from 5pm to 9 pm.  
Agreed amount \$120.00  
Cheers Lynne  
Sent from my iPhone



**Lions Club of Geraldine Charitable Trust**

PO Box 63, Geraldine, 7956  
 Phone: 0224731088  
 geraldine.treasurer@lionsclubs.org.nz  
 Charities Registration: CC24895

**Invoice**

**Invoice number** IV035      **Issue date** 13/01/2024      **Due date** 12/02/2024

**Bill to**  
 Street Food Woodbury

Item ID	Description	Units	Unit price (\$) including GST	GST	Amount (\$) including GST
	Parking Assistance 6 Jan 2024	1	200.00	N-T	200.00
				GST	\$0.00
			<b>Total Amount (inc. GST)</b>		<b>\$200.00</b>
			Total paid		\$0.00
			<b>Balance due</b>		<b>\$200.00</b>

**View your invoice online**  
[Click here to view](#)

**How to pay**      Due date: 12/02/2024

**View your invoice online**

Scan the QR code or click the link above to view this invoice online.



**Bank deposit via EFT**

**Bank** Westpac  
**Name** Lions Club of Geraldine Charitable Trust  
**AC#** 03-0839-0103574-00  
**Ref#** IV035



**TAX INVOICE**

GST: 130-031-358  
 Hireworx New Zealand Limited  
 PO BOX 20064  
 Bishopdale  
 Christchurch 8243  
 Phone: 0800 86 22 44  
 Email: accounts@hireworx.co.nz  
 Website: hireworx.co.nz

**Invoice No.:** 153333

**Invoice Date:** 11/01/2024

**Reference:**

**Customer PO:**

**To:**  
**Kristine Diehl-Breeding**  
 9 High Street  
 Woodbury  
 Ph: 02102429553

**Date From:** Thursday, 4 January 2024 4:04 PM

**Staff Name:** Ruan Overbeeke

**Date To:** Thursday, 11 January 2024 10:49 AM

The customer agrees to hire the equipment described below from Hireworx New Zealand Ltd on the terms and conditions set out in this agreement.

Description	Qty/Items	Unit	Each	Line Total
Tandem Toilet Trailer Z118E	1	Week	\$210.00	\$210.00
Portaloo 138319	1	Week	\$55.00	\$0.00
Portaloo 111068	1	Week	\$55.00	\$0.00
Tandem Toilet Trailer 3D791	1	Week	\$210.00	\$210.00
Portaloo 141374	1	Week	\$55.00	\$0.00
Portaloo 141371	1	Week	\$55.00	\$0.00
Toilet Service Timaru	4	Service End	\$57.50	\$230.00

**Payment Terms:**

**Date Due:** 11/01/2024

Cash account

Subtotal: \$565.22

Total GST: \$84.78

**Direct Deposit Details**

Account Name: Hireworx New Zealand Limited

Account: 38-9020-0733237-00

Reference: 153333

**Total Amount: \$650.00**

Amount Paid: \$650.00

**Balance Due: \$0.00**

**Pay by Card**

<https://pay.pinpayments.com/rpwj?description=153333&amount=650.00>

The Customer certifies Hireworx New Zealand Ltd that,

1. The details above are true, correct, accurate and up to date;
2. Acknowledges that it has received a copy of this hire agreement, has read and understood the terms and conditions and has been directed to the Equipment Safety Data Sheet at [www.hireworx.co.nz](http://www.hireworx.co.nz)

<https://hireworx.co.nz/terms-conditions>





Kristine Diehl-Breading

### 6.3 Donations and Loans Policy review

**Author:** Brendan Madley, Policy Advisor  
Naomi Scott, Community Development Support Officer

**Authoriser:** Beth Stewart, Group Manager Community Services

#### Recommendation

That the Donations and Loans Subcommittee:

1. Receives the report “Donations and Loans Policy review” and;
2. Provides feedback about the merits of the current policy to inform the policy review.

#### Purpose of Report

- 1 To provide an update to the Donations and Loans Subcommittee about the officer review of the Donations and Loans Policy (the policy), and to seek Subcommittee member feedback to inform the review.

#### Assessment of Significance

- 2 This report is assessed as being of low significance when accessed against Council’s Significance and Engagement Policy because it requests feedback and does not seek any determinative actions.
- 3 The review of the policy, and any changes that are made, could be of medium to high significance to applicants seeking funding. An appropriate consultation period is therefore proposed once this stage of the review is reached.

#### Discussion

- 4 The policy was last updated in May 2017 and is due for review. Officers consider that the current policy is out of date in a number of respects.
- 5 The main two proposed changes are to make the policy more principle-based and to amend its scope.
- 6 On the former point, this will improve the applicability of the policy and ensure that it remains fit for purpose for longer.
- 7 On the latter point, it is proposed to consolidate the majority of Council’s public funding into the policy so that it covers all public monies that Council awards, irrespective of whether it is ratepayer money or how it is administered.
- 8 For example, cycleway contestable funding, waste levy funding and Built Heritage Protection funding would be incorporated into the policy. Due to the change of scope, it is proposed to amend the name to the “Community Funding Policy”.
- 9 The fact that this change, if it proceeded, would incorporate funding currently outside of the remit of the Subcommittee would not affect how the Subcommittee, nor any other Council body that awards or administers funding, operates. The Subcommittee would remain responsible for the allocation of certain types of funding specifically within its existing

delegations and remit, and not responsible for other types that lie outside the Subcommittee's remit

- 10 Other material proposed changes include:
  - 10.1 Consolidating the Youth Initiatives Policy into the new Community Funding Policy
  - 10.2 Improving the accountability and transparency measures for successful applicants
  - 10.3 Allowing unspent balances for the Youth Entertainment Funding to be carried over to the following financial year
  - 10.4 Supporting Council's achievement of its strategic objectives as detailed in the Long Term Plan, by requiring applicants to self-assess their application against them as a formal category
  - 10.5 Confirming that funds received cannot be used for liability insurance
  - 10.6 Making it a requirement that any event funded by a "Minimal Donation" is smoke and vape-free
- 11 Officers seek the feedback from the members of the Donations and Loans Subcommittee about the current policy. Key questions for feedback include:
  - 11.1 Is the current policy (attached) fit-for-purpose and achieving its intended outcomes?
  - 11.2 What aspects of the policy could be improved?
  - 11.3 Are any aspects of the policy creating unintended consequences?
  - 11.4 Are there any aspects of the application or administration process that can be improved? It should be noted that while this is separate from, but related to, the policy review, the current process for application and administration is undergoing its own review
- 12 Officers seek to facilitate a free-format discussion with Subcommittee members about these topics, and any others that members may see fit to raise.
- 13 The proposed next steps in the review are:
  - 13.1 Officers incorporate feedback and prepare the draft policy – April 2024
  - 13.2 Subcommittee considers and adopts the draft policy for consultation– approx. mid-May 2024
  - 13.3 Public consultation – mid-May to early June 2024
  - 13.4 Officers process submissions – mid-June 2024
  - 13.5 Subcommittee deliberates on submissions and adopts the final policy – early July 2024
- 14 It is intended that the review will be completed in time to be operative for the October 2024 round of applications.

## Attachments

1. **Current Donations and Loans Policy** [↓](#) 



## Donations and Loans Policy

The Timaru District community supports expenditure on donations / events remaining within current budgeted levels. Those levels are unable to meet all the needs of all the voluntary clubs and organisations in the District. The Council will focus available funding on projects that contribute to the following community outcomes in the Long Term Plan:

- Smart diversified economic success supported and enabled
- Communities that are safe, vibrant and growing
- People enjoying a high quality of life
- A strong identity forged and promoted
- A valued, healthy and accessible environment

With that in mind the Council will concentrate its general donations funding on local events, rural community halls, museums and community services and on substantial donations or loans for improved or new facilities.

### 1 Categories

Applications in the following categories are eligible for consideration:

- a) New Zealand Representative
  - b) Minimal Donations
  - c) General Donations
  - d) Substantial Donations
  - e) Community Development Loans
  - f) Sport and Recreation Loans
  - g) Youth Entertainment Funding
- a) New Zealand Representative (“one-off” donations of \$250)
    - 1 Residents from the Timaru District
    - 2 Nationally selected to represent New Zealand at international level
    - 3 Approved jointly by the Chairperson or Deputy Chairperson of the Community Development Committee and the appropriate officer under delegated authority
    - 4 All decisions to be reported to the Community Development Committee
  - b) Minimal Donations (donations of up to \$500)
    - 1 Projects must have a benefit to the general community
    - 2 Considered and decided jointly by the Community Development Committee Chairperson or Deputy Chairperson and the appropriate officer under delegated authority
    - 3 All decisions to be reported to the Community Development Committee
  - c) General Donations
    - 1 Events -  
This funding is to support events which the public at large can attend, and are listed on the community calendar. Applicants are to be community-based organisations or individuals and the events can be “one-off”, new or ongoing. All Council run, funded or supported events are required to be “Smokefree”.

Donations for events may be approved for a maximum of 3 times in succession, after which a 1 year stand down will apply before the applicant may apply again. Any subsequent application must include details of improvements to the event which may require short term funding before becoming self sustaining.

This paragraph does not apply to Christmas Parades and ANZAC Day Services.

#1549556

- 2 Rural Community Halls -  
This funding is for maintenance / improvements to the District's rural community halls which are available for public use. Applications are restricted to hall committees / societies and they need to demonstrate that the level of hall and community use warrants the expenditure.
  - 3 Community Services -  
This funding is for not-for-profit community-based organisations which provide an ongoing, free community service. The latest Annual Report must accompany an application to show the level of activity of the organisation and the number of people to benefit.
  - 4 Heritage/Historic -  
Administration costs for not-for-profit community-based organisations which have a focus on preserving the history of South Canterbury and making it available to the public at little or no charge.
  - 5 Salaries and wages will not be funded unless there are exceptional circumstances.
- d)** Substantial Donations (donations of \$10,000 or more from the Community Development Interest Fund)
- 1 Applicants must be not for profit community-based organisations
  - 2 Eligible projects must develop new or improve existing facilities
  - 3 Eligible projects must significantly benefit Timaru District residents
  - 4 There must be strong financial support from the community
- e)** Community Development Loans  
The purpose of the Community Development Loans Fund is to make major loans to not for profit community based organisations to develop new or improve existing facilities, which reflect credit or provide benefit to Timaru District residents. The Annual Interest Rate is to be set at half of the 90 day bank bill rate, at the time of offering the loan.  
Note: For Loan Conditions see Clause 3.
- f)** Sport and Recreation Loans  
The Sport and Recreation Loan Scheme funds facilities and/or major plant items. The Annual Interest Rate for five year loans is 3.54% and for ten year loans is 3.61%.  
Note: For Loan Conditions see Clause 3.
- g)** Youth Entertainment Funding  
Projects should be activity based, public and benefit a group of youth aged 12 to 25 years rather than an individual and have an emphasis on entertainment. Applications are considered by a subcommittee of the Community Development Committee two or three times a year. Unspent funds are not carried forward at the end of the year.

#1549556

**2 Application Requirements**

- 1 All Donation and Loan applications (except Youth Entertainment Fund and Creative New Zealand applications) are to be considered by the Donations and Loans Subcommittee with recommendations being made to the Community Development Committee. Applications which exceed the Committee's funding, will be forwarded with recommendations, to the Policy and Development Committee which will then coordinate a recommendation to Council.
- 2 Application Forms: All applications must be made using the appropriate application form.
- 3 Retrospective Applications: Applications will not be considered for expenditure incurred prior to the decision date.
- 4 Publicity: Public acknowledgement is required for all Council Donations and Loans.
- 5 Annual accounts / bank statement and/or budget for the most recent financial year are to be supplied with applications.
- 6 Dates: There will be two funding rounds per annum with applications closing each year in March and September. The closing dates and meeting dates will be advertised.
- 7 Interviews: Applicants for a donation of \$8,000 or more are strongly advised to attend an interview.
- 8 Resource and Building Consents: Approval of funding does not constitute approval for building work and is conditional on the applicant obtaining all necessary Resource and Building Consents.
- 9 Accountability: Accountability reports are required within two months of the completion of the funded project, and a further application will not be considered if there are outstanding issues. Accountability forms are not required for Minimal or New Zealand Representative donations.
- 10 When applying for \$2,000 or more, a copy of the resolution to apply to the Timaru District Council for funding is required.
- 11 Donations are rarely made to organisations with large amounts of available funds. Applicants are expected to put their own uncommitted funds towards a project and where an applicant has substantial funds on hand or invested, must provide detail as to what the purpose of the held funds are.
- 12 All donations and loans are exclusive of GST.
- 13 Late applications will not be accepted.
- 14 A client agreement of donation terms and conditions must be completed by successful applicants prior to funds being advanced for a donation of \$10,000 or more.

**3 Loan Conditions**

- 1 Repayments are to be calculated on a table mortgage basis, with six monthly fixed payments and the interest calculated on the reducing balance.
- 2 All loans require security in the form of a mortgage on the property, a security interest, registered with the Personal Properties Security Register or several personal guarantees where appropriate.
- 3 Loans must be repaid within 5 years unless the Committee resolves to make a specific exception.
- 4 A term loan agreement is required for all loans.
- 5 Organisations with a current loan from the Timaru District Council, shall not be eligible for any further loans or guarantees whilst the existing loan or guarantee is in existence.
- 6 All applications for loan funds will be considered on the ability of the organisation to complete the project, and repay the loan.
- 7 Loans must be uplifted within twelve months of the date of the decision to offer the loan.

**4 Underwriting Activities (Guarantee against loss)**

The Donations and Loans subcommittee may recommend that an event be underwritten, ie a Guarantee Against Loss which must be uplifted within two months of the conclusion of the event.

#1549556

- 5** Carried Forward Balances  
Credit balances in the Grants Fund at the end of the financial year are carried forward and added to the following year's allocation.
  
- 6** Review Of Policy  
The Donations and Loans Policy may be reviewed at any Community Development Committee meeting.

#1549556

**7 Consideration of Urgent Business Items**

**8 Consideration of Minor Nature Matters**



## 9 Exclusion of the Public

<b>Recommendation</b>		
<p>That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:</p>		
<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Plain English Reason</b>
<b>10.1 - Overview of Applications</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
<b>10.2 - Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023</b>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>To protect a person's privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>
<b>10.3 - Funding Applications - Substantial Donations</b>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>To protect a person's privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>

<p><b>10.4 - Funding Applications - General Donations</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>To protect a person’s privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>

**10 Public Excluded Reports**

**10.1 Overview of Applications**

**10.2 Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023**

**10.3 Funding Applications - Substantial Donations**

**10.4 Funding Applications - General Donations**

**11 Readmittance of the Public**