



THE **PORIRUA** CLUB

1 Lodge Place, Porirua

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P.O. Box 50 105

Web : [www.poriruaclub.co.nz](http://www.poriruaclub.co.nz)



# ANNUAL REPORT 2023

THE HUB OF OUR COMMUNITY





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# EXECUTIVE

## 2022 - 2023 CLUB ASSOCIATES

President: J. Rowe  
Vice Presidents: J. Pritchard, R. Alexander  
Committee: M. Foster, (R'sgnd), D. Mills,  
M. Meyer, W. Manihera

### Life Members:

<b>R. Alexander</b>	<b>J. Black</b>	<b>K. Bracken</b>	<b>A.H. Climo*</b>
<b>A.C. Crook*</b>	<b>M. Deans</b>	<b>D. Dickie*</b>	<b>R.N. Greig*</b>
<b>W.H. Griffin*</b>	<b>P. Hagan*</b>	<b>P. Harries*</b>	<b>J. Hawe JP*</b>
<b>J. Hearps*</b>	<b>R.E. Jones*</b>	<b>J.S. Kenward*</b>	<b>D.J. Lacey*</b>
<b>P. Lofthouse</b>	<b>E. Lowe JP</b>	<b>B.K. Lyster</b>	<b>J. McGaughey*</b>
<b>W.L. McMillan*</b>	<b>D. Mills</b>	<b>J. Pritchard</b>	<b>D.M. Quirke</b>
<b>G. Rice</b>	<b>J. Rowe</b>	<b>R. Smith</b>	<b>K.H. Swinerd*</b>
<b>B. Talbot</b>	<b>J.R. Thompson*</b>	<b>F.C.W. Williams*.</b>	

*\*Denotes Deceased*

General Manager: Trina Gilmer  
Accountant: Deans & Associates  
Auditor: Aurora Financials  
Bankers: Westpac  
Solicitors: Maude & Miller Barristers & Solicitors  
Insurers: Clubs NZ Insurance

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# NOTICE OF MEETING

## NOTICE IS HEREBY GIVEN

That the 57th ANNUAL GENERAL MEETING of Porirua Club members will be held in the Clubrooms, Lodge Place, Porirua on Wednesday 20th September 2023 commencing at 6.00pm.

### BUSINESS:

1. To confirm the Minutes of the 56th Annual General Meeting held on 21st September, 2022.
2. To receive, and if thought fit, to adopt the Report of the President for the year ended 31st May, 2023.
3. To receive and, if thought fit, to adopt the Statement of Accounts for the year ended 31st May, 2023.
4. To consider such other business as may be properly brought forward.

Trina Gilmer  
General Manager

### AGENDA

1. President's opening and welcome
2. Apologies
3. President's Report
4. Receive and adopt the Annual Report of the Board
5. Receive and adopt the Financial Statements of the Club for the year ended May 2023.
6. Consider and, if necessary, take action on any motion relating to the Financial Statements
7. Consider and, if necessary, take action on any other motion of which due notice pursuant to Rule 20.1 has been given.
8. Elect the Auditor for 2023/24
9. Life Membership
10. Consider any General Business
11. Confirmation of Election if applicable.

### ELECTION OF OFFICERS 2023/24

The Election of Officers for 2023/2024 is not required.

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**2022**

# | MINUTES

Of the 56th annual general meeting of the porirua club incorporated held at the club rooms, lodge place on wednesday 21st september 2022 at 6pm

Lisa Beighton, General Manager covered the house keeping items.

Present 111 Members signed the register, and this number met the qualifications of a quorum as per the constitutional requirements of 5% or 100 members as per the club rules.

## **APOLOGIES**

**Motion:** The 20 Apologies received are accepted.

**Moved:** W. Leary (1073) **Seconded:** J. Black (920) **Carried**

## **MINUTES OF THE LAST ANNUAL GENERAL MEETING HELD ON 13TH OCTOBER 2021.**

These had been circulated before the meeting:

**Motion:** "That the Minutes as circulated be taken as a true and correct record."

**Moved:** J Pritchard (617) **Seconded:** D. McLean (3523) **Carried**

## **MATTERS ARISING FROM THE MINUTES OF THE ANNUAL GENERAL MEETING 2021.** Nil

Minute of Silence for Members that had passed away during the year.

## **PRESIDENTS REPORT**

The President welcomed all attendees to the AGM.

**Motion:** "That the President's report in the Annual Report be accepted as written."

**Moved:** J. Rowe (571) **Seconded:** C. Rowe (582) **Carried**

## **ANNUAL REPORT**

**Motion:** Receive and adopt the Annual Report of the Board.

**Moved:** A. Eagar (194) **Seconded:** K. Lange (3327) **Carried**

## **FINANCIAL REPORT**

J. Pritchard spoke to the Finance Report as printed in the Annual Report.

**Motion:** Receive and adopt the Financial Statement of the Club for the year ending May 2022.

**Moved:** D. Higgins (314) **Seconded:** Reg Smith (1252) **Carried**

## **PRICING:**

With the increase of excise tax, staff wages, product and services pricing it is now inevitable that our prices increase as well this financial year. The renovations do-not contribute to these increases.

**Motion:** That the Finance report in the Annual Report be accepted as written.

**Moved:** J. Pritchard (617) **Seconded:** R. Alexander (5) **Carried**

## **APPOINTMENT OF AUDITOR**

**Motion:** "That Aurora Financials be retained as Auditor for the 2022/23 financial year."

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Moved J. Pritchard (617) Seconded R. Alexander (5) Carried

### NOTICES OF MOTION

**REMIT:** Proposed that we change Rule 20.1. That the voting period be changed from 10 days to 3 days.

This would reduce the need to have the returning officer available for 10 days from the day of the AGM and enable the Board to bring in an independent Returning Officer to take the pressure off staff. While the voting days would be reduced, special votes would still be available for the 10 days prior to the AGM if people were not able to vote in the new 3-day timeframe.

**Moved:** R. Alexander (05) **Seconded:** J. Rowe (517) **Carried**  
**Against:** D. Landy (1165)

### LIFE MEMBERSHIP- REG SMITH (1252)

Richard Alexander spoke to the nomination. He opened by saying it's not about the length of time you have been a member of the club but the meritorious service and added value you give the club. He said back in 1990 at the Clubs Jubilee Reg announced that he was going to start a softball adjunct and from that 3 men's teams and 1 women's team were formed. Reg has spent 32 years as the softball convenor and also helps out with the rugby adjunct. Reg has been a recipient of the John Hearps trophy. Reg is an active participant in the Euchre, 500 and Punters Adjuncts.

**Moved:** by R. Alexander (5) **Seconded:** M. Foster (3993) **Carried**  
**Passed by majority required under the Club Rules.**

### GENERAL BUSINESS

K Bishop (2992) Asked if the mounted marlin could be put back up on the wall in the main lounge.

Response: John Rowe said the issue was not that of governance so he should put it in writing to the club and the Board would discuss it.

N. Magatogia (708) Mr Magatogia asked where the Honours board from the foyer had gone to.

Response: Lisa Beighton advised Nick that the honours board was now digitised and up in the foyer. The old honours board only represented 4 adjuncts and we currently have 16 others that were not represented. For historical purposes the board will be put up in the cue room.

J. Black (920) Asked if Life members could also apply for a long service badge. The response was that all members that fitted the time frames required to make a person eligible could apply.

### PRESENTATION

John Rowe presented a plaque to John Pritchard and announced that the main lounge will now be known as the John Pritchard Lounge. John's Financial stewardship over his time on the Board has been a major contributor to the clubs past and on-going success.

### CONFIRMATION OF ELECTION RESULTS IF APPLICABLE

- Richard Alexander & John Pritchard were unopposed for the 2 positions of Vice-President and therefore declared duly elected.
- Mark Foster and Whetu Manihera were unopposed for the 2 positions of Executive Board member and therefore duly elected.
- The nominees for the position of President were given an opportunity to address the members.
- The election for the positions of the President would begin at the end of the AGM and run until end of business, Saturday 1st October 2022 close of business.

**MEETING CLOSED 6.58 PM**



## PRESIDENTS REPORT

### 2022-2023

“Completing most of our renovations and witnessing increased member engagement has been fantastic.

John Rowe, President



### ACHIEVING PROGRESS:

Over the past year, we faced our fair share of challenges, yet these twelve months marked a remarkable improvement from the previous period. The satisfaction of completing a significant portion of our renovation projects and witnessing our members embrace the revitalized spaces has been nothing short of exhilarating.

### ACKNOWLEDGING DEDICATION:

A notable mention goes to the remarkable efforts of Lisa, Aaron, and the entire team, whose dedication has been vividly reflected in our final accomplishments. While bidding farewell to Lisa as she embarks on a new journey with Hospitality New Zealand is bittersweet, we carry an optimistic outlook with our newly appointed Manager, Trina Gilmer. We look forward to the positive changes she'll usher in.

In closing, it's with deep appreciation that I address you, our cherished membership. Your unwavering loyalty has positioned us in the remarkable place we find ourselves in today. With unwavering confidence, we look to the future, foreseeing a path illuminated with success, and we eagerly invite you all to join us in the celebrations that lie ahead.

### AN EVOLVING BOARDS IMPACT

Within the span of a year, our board experienced shifts that added a dynamic touch to our operations. Extending gratitude to JP (John Pritchard), Richard, Mark, Deidre, Martyn, and our newest member, Whetu, for their unwavering commitment and diligent contributions. I can't go without acknowledging the Finance Committee's prudent oversight, enabling us to balance renovations, seismic improvements, and our day-to-day operations seamlessly.

### GRATITUDE AND TOMMORROW

None of this progress would be possible without the steadfast support of the partners and families of our Management, Staff, and Board members. A heartfelt salute to the invaluable volunteers who consistently uplift our club through their selfless contributions. To my wife Sharmaine and my family, your unwavering encouragement is the bedrock of my role as President, especially during the toughest moments.

# GENERAL MANAGERS REPORT

2022-2023

“Legacy fuels excitement.  
Renovations shine,  
community thrives.  
Challenges won’t stop progress.”

Trina Gilmer General Manager



I am delighted to express my enthusiasm as the Manager of the Porirua Club and share my thoughts as we reflect on the past year's journey. Taking the reins here has been an incredible experience, and I am truly honored to step into this role, especially following in the footsteps of the accomplished Lisa Beighton. She has indeed set a high standard, and her legacy leaves a significant impact on the club.

As I settle into this new chapter, I'm genuinely excited about the prospect of leveraging the exceptional foundation laid by Lisa Beighton. The Porirua Club is poised for further growth and success, and I'm committed to steering it in that direction.

The past year, despite its challenges, drew to a close on an encouraging note. The renovations undertaken have transformed the club's aesthetic, making it a sight to behold. Porirua Club members now have every reason to take pride in the club's renewed ambiance and offerings.

The dedication exhibited by both the staff and the board has been truly commendable. It's been heartening to witness the united effort

towards our collective goals. Equally impressive is the commitment displayed by our volunteers. The spirited engagement of our club members and their active participation exemplify the sense of community that the Porirua Club fosters.

Moreover, I must acknowledge the warm welcome I've received from everyone. The sense of camaraderie and belonging here is palpable, making this club an exceptional place to be.

As we embark on a new year, we're cognizant of the challenges that lie ahead. However, with the strong foundation we've established and the collective spirit that permeates the Porirua Club, we are well-equipped to face these challenges with optimism. Our trajectory is undoubtedly pointing in the right direction.

In conclusion, I'm truly honored to be a part of the Porirua Club's journey. The year ahead promises new chapters, fresh opportunities, and the potential for even greater achievements. Together, as a united community, we'll continue to thrive and make the Porirua Club an even more remarkable place.

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## OUR VISION 2023-2024

FOSTERING EXCELLENCE AND LASTING CONNECTIONS FOR A THRIVING CLUB COMMUNITY



### EXEMPLARY GOVERNANCE

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#### Steering Towards Success

In our pursuit of excellence, the Board's dedication to superb governance ensures a thriving and profitable club.



### SAFE AND ENJOYABLE ENVIRONMENT

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#### Your Haven of Joy

We're committed to nurturing an environment where members feel secure and joyful, creating a community united by shared experiences and connections.



### OUTSTANDING SERVICE AND ENTERTAINMENT

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#### Elevating Your Experience

Our promise is to consistently provide remarkable service and captivating entertainment, enhancing your club experience with unforgettable moments.



### QUALITY FACILITIES

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#### Unleashing Leisure

We're devoted to offering top-notch facilities that cater to your enjoyment and leisure, creating a stage for treasured memories and boundless enjoyment.



### LASTING BONDS

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#### Connecting Hearts and Minds

Above all, our vision revolves around forging enduring connections among members. We're dedicated to nurturing friendships, shared interests, and a sense of belonging that makes our club truly remarkable.



### CLEAR COMMUNICATION

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#### Bridging the Gap

Embracing the digital age, we're dedicated to open communication. Through digital and physical channels, we'll ensure you're well-informed, engaged, and connected to all that unfolds within our dynamic club.

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With a joint commitment to these ideals, we eagerly look forward to building a thriving club community rooted in excellence, connection, and collective happiness. Together, we'll shape a legacy of lasting memories and shared moments.

## 2022 - 2023 REPORT CARD

 FINANCIAL	STATUS
ACHIEVE BAR SALES TO BUDGET	A
ACHIEVE GAMING SALES TO BUDGET	NYA
ACHIEVE AN OVERALL PROFIT AFTER DEPRECIATION YTD.	A
TO ACHIEVE A GROSS PROFIT OF 59% (BAR)	A
MINIMISE CAPITAL EXPENDITURE	A
 BUSINESS	STATUS
INCREASE MEMBERSHIP BY AN AVERAGE OF 75 MEMBERS PER MONTH	A
IMPROVE FINANCIAL RETURNS ON SATURDAY NIGHTS AND OTHER EVENTS	A
 MEETING CUSTOMER NEEDS	STATUS
STAFF TRAINING TAB	A
STAFF TRAINING GAMING	A
 COMPLAINTS	STATUS
WRITTEN OPERATIONAL COMPLAINTS TO BE ADDRESSED AT BOARD MTG	A
ROUTINE COMPLAINTS TO BE ACTIONED BY MANAGEMENT ON A 7 DAY BASIS	A
 CAPITAL IMPROVEMENTS AND OTHER PROJECTS	STATUS
UPGRADE GAMING MACHINES	A
REPAINT EXTERIOR	O (40%)
POS HARDWARE REPLACEMENT	O (80%)
 IMPROVEMENTS IN SERVICES TO MEMBERS	STATUS
INCREASE AFFILIATIONS TO OTHER LOCAL CLUBS & BUSINESSES	O
INVESTIGATE THE COST AND NEED FOR A REGULAR COURTESY VAN SERVICE	A
A= ACHIEVED NYA= NOT YET ACHIEVED O=ONGOING	

5 YEAR PLAN ITEMS	YEAR PLAN ITEMS
REACH A MEMBERSHIP OF 5000 REPLACE REFRIGERATION BEER SYSTEM GRANTS FOCUSING ON YOUTH IN THE PORIRUA BASIN CARPARK BOLLARDS CHANGE FIREPANEL LOCATION	REPAINT EXTERIOR (STARTED) OUTDOOR SIGNAGE REGULAR COURTESY COACH SERVICE. EXTERIOR UPGRADE MONEY RECYCLER

## FINANCE REPORT

### 2022-2023

“Profitable growth, stability, and member value remain our priorities.”

John Pritchard , Vice President, Finance Chair

I am pleased to present the financial performance report for the past year, reflecting a commendable achievement. Our focused endeavors have led to a profit of \$337,562 before accounting for depreciation, and a noteworthy \$186,547 after depreciation. These figures underscore our commitment to maintaining a robust financial standing.

Furthermore, I am proud to share that we have effectively managed our resources, eliminating the need to draw down on the approved loan amount. This accomplishment serves as a testament to our prudent financial management, reflecting the strong position the club currently enjoys.

As we navigate the year ahead, it is important to address a potential challenge posed by the upward trend in prices across various aspects of our operations. This economic landscape calls for careful navigation and strategic decision-making. In response, we have actively crafted a new budget to address these challenges, .

Amid these considerations, I find reassurance in the steadfast foundation of our finances. This accomplishment is a result of collective diligence



and thoughtful strategies. Our focus remains on preserving this stability and addressing potential hurdles proactively.

To respond to the escalating costs, we are in the process of reviewing our bar pricing structure. While adjustments might result in some price increases, we are committed to maintaining the balance between financial sustainability and delivering quality services to our esteemed members.

I extend my sincere gratitude to all those who have contributed to our financial accomplishments over the past year. Your dedication and support have played a crucial role in achieving these favourable results. As we move forward, I am confident in our ability to collectively steer the Club towards sustained financial well-being and continued success.

# REPORT ON --- PERFORMANCE

**"Performance Highlights: A Year of Achievements and Progress"**

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# ENTITY INFORMATION

## Porirua Club Incorporated For the year ended 31 May 2023

### GENERAL INFORMATION

The Porirua Club was incorporated on the 26 November 1965 under the Incorporated Societies Act 1908.

### LEGAL NAME

Porirua Club Incorporated

Registration Number: 216893

NZBN - 9429042812753

### ENTITY PURPOSE

Porirua Club is a private mixed membership Chartered Club Affiliated to Clubs New Zealand, offering a diverse range of social activities, both indoor and outdoor. The Porirua Club is dedicated to providing great facilities, services and prices to its members.

Porirua Club is a vibrant club with an active membership and plays a vital role in the Porirua Community. It has a strong emphasis on creating a safe environment for its members and offers them both sporting & entertainment opportunities.

### ENTITY STRUCTURE

The governance of the Club is vested in the Executive members of the Committee of the Club and is applied under Club Rules. The Executive Committee comprises of a President, two Vice Presidents and 3 Executive Members.

The Executive Committee appoints a suitably qualified General Manager who is responsible for the day to day operations, maintenance and services of the Club.

The General Manager is responsible for all day to day management decisions of the Club and is required to ensure that adequate and efficient services are offered to the members. This includes all employment relations, asset management and certain financial decisions.

THE MANAGEMENT TEAM	
General Manager	Trina Gilmer
Assistant Manager	Aaron Hoare
Administration Manager	Jude Young
COMMITTEE	
President	John Rowe
Vice Presidents	John Pritchard & Richard Alexander
Executive Members	Deidre Mills, Martyn Meyer, Whetu Manihera

### MAIN SOURCES OF ENTITIES CASH AND RESOURCES

The Porirua Club caters to members and their guests who are admitted to the premises under legislated provisions.



## ENTITY INFORMATION

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The Club is a hospitality operation, based around the provision of food and beverages being offered to a social audience. It provides, lounge, entertainment and dining areas for that audience. The Club provides appropriate areas for gaming and sports as well as function, conference and events facilities. The Club's revenue stems from members subscriptions, sales of beverages (both alcoholic and non alcoholic), bar food products provided through the restaurant, social and function facilities, adjunct activities and gaming revenue.

### PHYSICAL ADDRESS

1 Lodge Place

PORIRUA, 5022

### POSTAL ADDRESS

PO Box 50105

PORIRUA, 5022

# STATEMENT OF SERVICE PERFORMANCE

## Porirua Club Incorporated For the year ended 31 May 2023

### DESCRIPTION OF CLUBS OUTCOMES

The Porirua Club aims to provide facilities that are a safe, secure, friendly and comfortable environment where social needs and support functions can be provided through delivery of our goods and services as required by members and their guests.

	2023	2022
<b>DESCRIPTION AND QUANTIFICATION OF CLUBS OUTPUTS</b>		
Carparks Leased	21	22
Poker Nights	50	15
Monthly Board Meetings	11	10
Adjuncts	20	19
	2023	2022

### OTHER INFORMATION

Prizes Given to Members in Membership Draws	24,600	25,706
Number of Members at Year End	3,798	3,789

# STATEMENT OF FINANCIAL PERFORMANCE

## Porirua Club Incorporated

For the year ended 31 May 2023

	NOTES	2023	2022
<b>BAR INCOME</b>			
Bar Sales		712,757	524,149
Bar Snack Income		23,614	-
<b>BAR EXPENSES</b>			
Stock - Beginning		20,819	24,051
Bar Purchases		265,698	197,419
Bar Snack Ingredients		9,064	-
Stock - Ending		(21,311)	(20,819)
Wages & Salaries		298,960	301,659
<b>Total BAR EXPENSES</b>		<b>573,231</b>	<b>502,309</b>
<b>Total BAR INCOME</b>		<b>163,139</b>	<b>21,839</b>
<b>GAMING</b>			
<b>GAMING INCOME</b>			
Gaming Machine Income		1,391,125	1,267,149
Interest Receivable		4,807	290
<b>Total GAMING INCOME</b>		<b>1,395,931</b>	<b>1,267,439</b>
<b>GAMING EXPENSES</b>			
Authorised Employee		46,750	13,076
Electronic Monitoring Costs		12,090	11,994
Gaming Licence Fees		16,018	15,410
Gaming Machine Maintenance Contract		19,993	16,762
Gaming Machine Tax		321,285	283,063
Problem Gaming Levy		16,913	11,516
Gaming Electricity		2,280	2,280
Gaming Audit		3,750	3,750
Gaming Accounting		3,957	3,957
Gaming Insurance		3,007	3,007
<b>Total GAMING EXPENSES</b>		<b>446,044</b>	<b>364,816</b>
<b>Total GAMING</b>		<b>949,888</b>	<b>902,622</b>
<b>OTHER GAMING ACTIVITIES</b>			
<b>OTHER GAMING ACTIVITIES</b>			
Gaming Unders/Overs account movement		-	570
Membership Draw Income		23,218	10,254
Poker Income		1,109	565
TAB Income		12,304	4,968
<b>OTHER GAMING ACTIVITIES</b>		<b>36,631</b>	<b>16,357</b>
<b>OTHER GAMING EXPENSES</b>			

	NOTES	2023	2022
TAB Costs		299	(473)
<b>Total OTHER GAMING ACTIVITIES</b>		<b>299</b>	<b>(473)</b>
<b>Total OTHER GAMING ACTIVITIES</b>		<b>36,332</b>	<b>16,830</b>
<b>SUBSCRIPTIONS FROM MEMBERS</b>			
Subscriptions (Membership)		80,976	86,647
<b>RENTS &amp; HIREAGE</b>			
Car Park Income		21,009	23,250
Lounge Hire/Room Rental		26,450	25,021
Restaurant Rent Income		10,696	3,461
<b>Total RENTS &amp; HIREAGE</b>		<b>58,155</b>	<b>51,732</b>
<b>OTHER REVENUE</b>			
Coffee Machine Income		2,258	4,937
Courtesy Van Income		3,276	719
Social Club Transfer to Main Club		100,000	-
Insurance Proceeds		-	10,461
Vending Machine Commission		5,115	4,197
Covid-19 MSD Subsidy		-	54,452
Covid Resurgence Payment		-	22,939
Covid Leave Support		3,233	3,336
Donations		87	1,000
Asset Sales (Not On Register)		4,828	3,996
<b>Total OTHER REVENUE</b>		<b>118,796</b>	<b>106,036</b>
<b>EXPENSES</b>			
ACC Levy		4,348	4,854
Accountancy Fees		2,028	3,155
Administration Wages		329,875	275,989
Advertising & Promotions		629	743
AGM Expenses		-	259
Audit Fees		7,250	3,750
Bank Charges		3,487	1,127
Children's Xmas Party		2,511	-
Cleaning		105,647	96,610
Club Jerseys/Clothing etc		117	(86)
Coffee Machine/Water Cooler costs		8,145	3,069
Computer Programs and Follow Up		23,433	22,370
Conference Expenses		7,809	598
Consultancy Fees		3,582	7,301
Courtesy Van Costs		2,631	2,222
Donations - Charitable		2,000	1,649
Donations - Sponsorship		-	106
Electricity and Gas		45,216	37,355
Entertainment - Shows and Bands		30,288	22,419
Entertainment (Exempt) Bands		28,404	13,490

## STATEMENT OF FINANCIAL PERFORMANCE

	NOTES	2023	2022
Equipment Hire		12,198	12,447
General Expenses		17,858	17,885
Glass Replacement		3,266	606
Hospitality		17,409	10,957
Insurance Premiums		132,777	109,930
Interest Payable - Mortgage		39,759	-
Legal Expenses		-	2,030
Licence Fees - General		1,357	1,402
Marketing		1,445	1,952
Membership Costs/Cards		10,051	11,940
Membership Lucky Number		24,600	25,706
Postage		200	-
Presidents Honorarium		4,500	4,500
Printing & Stationery		9,314	8,595
Rates		37,750	35,505
Repairs & Maintenance		55,882	53,879
Security		19,456	13,327
Security - Functions		582	975
Sky TV		31,108	27,589
Sports Support		16,949	6,015
Staff Uniforms		638	626
Subscription Fees		15,106	13,615
Telephone & Tolls		8,401	9,426
Training		1,717	3,291
<b>Total EXPENSES</b>		<b>1,069,724</b>	<b>869,172</b>
<b>NET SURPLUS BEFORE DEPRECIATION</b>		<b>337,562</b>	<b>316,535</b>
<b>DEPRECIATION</b>			
Depreciation - General		151,016	216,723
<b>NET SURPLUS</b>		<b>186,547</b>	<b>99,812</b>

# STATEMENT OF FINANCIAL POSITION

## Porirua Club Incorporated

As at 31 May 2023

	NOTES	31 MAY 2023	31 MAY 2022
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
<b>BANK ACCOUNTS &amp; CASH</b>			
ATM Float		9,980	7,060
Bank Account - Social		252,594	253,119
Cash on Hand/Float		28,800	28,800
Supplementary Float		20,000	-
EFTPOS Clearing		-	(7,462)
Westpac - Depreciation		34,386	4,917
Float - Gaming		3,534	3,534
Westpac - General		180,281	643,052
Westpac - Gaming		78,601	27,588
Westpac - Poker		4,420	3,145
Westpac - Unders/Overs		10,621	10,551
TAB Float		1,500	1,500
Westpac - Undistributed Gaming		-	(630)
<b>Total BANK ACCOUNTS &amp; CASH</b>		<b>624,716</b>	<b>975,172</b>
<b>DEBTORS &amp; PREPAYMENTS</b>			
Accounts Receivable		5,571	4,373
Prepayments - Membership Costs		11,786	11,677
<b>Total DEBTORS &amp; PREPAYMENTS</b>		<b>17,358</b>	<b>16,051</b>
<b>INVENTORY</b>			
Stock on Hand - Bar		21,371	20,819
<b>Total INVENTORY</b>		<b>21,371</b>	<b>20,819</b>
<b>OTHER CURRENT ASSETS</b>			
GST		24,037	38,932
Income Tax		1,718	191
<b>Total OTHER CURRENT ASSETS</b>		<b>25,755</b>	<b>39,123</b>
<b>Total CURRENT ASSETS</b>		<b>689,200</b>	<b>1,051,165</b>
<b>NON-CURRENT ASSETS</b>			
Property, Plant and Equipment		4,536,354	3,328,171
<b>OTHER NON-CURRENT ASSETS</b>			
TAB Franchise Fee		10,000	10,000
Insurance Full Year Payment		-	-
<b>Total OTHER NON-CURRENT ASSETS</b>		<b>10,000</b>	<b>10,000</b>
<b>Total NON-CURRENT ASSETS</b>		<b>4,546,354</b>	<b>3,338,171</b>
<b>Total ASSETS</b>		<b>5,235,554</b>	<b>4,389,336</b>
<b>LIABILITIES</b>			

## STATEMENT OF FINANCIAL POSITION

	NOTES	31 MAY 2023	31 MAY 2022
<b>CURRENT LIABILITIES</b>			
Customer Funds to Return		1,040	-
Accounts Payable		164,132	220,421
Gaming Tax Payable		37,013	37,479
Holiday Pay Owing		106,034	95,828
Income in Advance		68,798	63,005
Members' Accounts		22,141	19,248
Red Hot Bingo Clearing a/c		-	182
<b>Total CURRENT LIABILITIES</b>		<b>399,158</b>	<b>436,163</b>
<b>NON-CURRENT LIABILITIES</b>			
Adjunct Income to Transfer - Clearing		-	-
Restaurant Bond		2,000	-
Social Account Adjunct Funds		252,594	253,119
Westpac Loan Account - 93		-	-
Business Loan 91		499,422	-
Business Loan 92		195,779	-
<b>Total NON-CURRENT LIABILITIES</b>		<b>949,794</b>	<b>253,118</b>
<b>Total LIABILITIES</b>		<b>1,348,952</b>	<b>689,281</b>
<b>TOTAL ASSETS LESS TOTAL LIABILITIES (NET ASSETS)</b>		<b>3,886,602</b>	<b>3,700,055</b>
<b>ACCUMULATED FUNDS</b>			
Accumulated surpluses or (deficits)		3,886,602	3,700,055
<b>Total ACCUMULATED FUNDS</b>		<b>3,886,602</b>	<b>3,700,055</b>

# STATEMENT OF CASHFLOWS

## Porirua Club Incorporated

For the year ended 31 May 2023

	2023	2022
<b>CASHFLOW OF OPERATING ACTIVITIES</b>		
Rental/Lease Income	67,310	61,589
Fees, subscriptions and other receipts from members	92,998	99,622
Receipts from providing goods or services	2,498,989	2,088,921
Interest	4,807	290
Other Income	103,818	96,318
Payments to suppliers and employees	(2,174,554)	(1,866,440)
GST	(222,117)	(241,998)
<b>Total CASHFLOW OF OPERATING ACTIVITIES</b>	<b>371,250</b>	<b>238,302</b>
<b>CASHFLOWS FROM INVESTING &amp; FINANCE ACTIVITIES</b>		
Receipts from sale of property, plant and equipment	10,492	4,595
Payments to acquire property, plant and equipment	(1,426,864)	(668,175)
Social Club	(535)	56,891
Cash Flows from Other Investing and Financing Activities	695,200	-
<b>Total CASHFLOWS FROM INVESTING &amp; FINANCE ACTIVITIES</b>	<b>(721,706)</b>	<b>(606,688)</b>
<b>NET INCREASE/(DECREASE) IN CASH</b>	<b>(350,456)</b>	<b>(368,386)</b>
<b>Cash Balances</b>		
Cash and cash equivalents at beginning of period	975,172	1,343,558
Cash and cash equivalents at end of period	624,716	975,172
Net change in cash for period	(350,456)	(368,386)



# DEPRECIATION SCHEDULE

## Porirua Club Incorporated For the year ended 31 May 2023

ASSET TYPE	COST ACCOUNT	NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE	PRIVATE USE AMOUNT
2022 Durable Equipment/Furniture			80,846	30,183	47,448	-	5,844	71,787	-
2022 Electronics			19,435	-	19,435	-	4,293	15,142	-
2022: Buildings			1,266,863	33,530	1,232,995	-	11,739	1,254,786	-
Buildings			2,703,076	1,789,674	-	-	37	1,789,637	-
Furniture & Fittings			411,082	47,446	-	-	9,489	37,957	-
Gaming Machines			883,354	222,219	43,634	-	29,469	236,383	-
Land			93,846	92,777	-	-	41	92,736	-
Major Renovations - Bar/Restaurant 2018/19			1,021,417	887,396	2,443	-	47,513	842,327	-
Office Equipment			128,331	13,011	2,351	-	2,720	12,642	-
Plant & Equipment			787,021	129,002	3,808	-	25,991	106,819	-
Refit of Gaming Room			64,815	17,455	-	-	3,491	13,964	-
Refit of Main Lounge			81,106	17,698	-	-	3,540	14,159	-
Refit of Pypers/Restaurant			80,532	40,005	-	-	3,878	36,127	-
Refit of TAB			21,991	4,612	-	-	922	3,690	-
Womens Toilet Refit			46,908	10,247	-	-	2,049	8,198	-
<b>Total</b>			<b>7,690,624</b>	<b>3,335,256</b>	<b>1,352,114</b>	<b>-</b>	<b>151,016</b>	<b>4,536,354</b>	<b>-</b>

# STATEMENT OF ACCOUNTING POLICIES

## Porirua Club Incorporated For the year ended 31 May 2023

### 1. REPORTING ENTITY

Porirua Club Incorporated is an incorporated society under the Incorporated Societies Act 1908.

### 2. STATEMENT OF ACCOUNTING POLICIES

Porirua Club is a reporting entity for the purposes of financial reporting in accordance with the Financial Reporting Act 2013.

They are required to comply with the Public Benefit Entity International Public Sector Accounting Standards (PBE IPSAS) and other applicable financial reporting standards as appropriate that have been authorised for use by the New Zealand External Reporting Board (NZXRB) for Not-For-Profit (NFP) entities. As the club has annual operating costs are less than \$2,000,000 it is eligible to apply Tier 3 NFP PBE IPAS on the basis that it does not have public accountability and is not defined as large under the reporting criteria.

### 3. MEASUREMENT BASIS

These financial statements have been prepared on a historical cost basis. The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

### 4. GOODS & SERVICES TAX (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.

### 5. INCOME TAX

The Club is exempt from New Zealand income tax because it has complied with section CW 44 of the Income Tax Act 2007.

### 7. BANK ACCOUNTS & 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.

### 8. REVENUE

Revenue is recognised over the period of the membership or subscription (usually 12 months). Amounts received in advance for memberships or subscriptions relating to future periods are recognised as a liability until such time that period covering the membership or subscription occurs.

### 9. RECEIVABLES

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

### 10. FIXED ASSETS

Property, plant and equipment are stated at historical cost less any accumulated depreciation and impairment losses. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is derecognised.

**11. DEPRECIATION**

The depreciation rates decided on are reflected in the Asset and Depreciation Schedule included in the Financial Statements for the Year Ended 31 May 2023 and comprises the following classes of assets:

Furniture & Fittings	20% DV
Office Equipment	20% DV
Plant & Equipment	20% DV
Gaming Machines	12.5% to 30% DV
Building	0% to 20% DV

**12. RESTRICTIONS**

The Gambling Act 2003, places certain restrictions on the use of funds held in the Gaming Account.

**13. SOCIAL CLUB**

The annual accounts of the Club exclude the income and expenses of the Social Club Adjuncts. The end of year bank balance of the Social Club is an offsetting liability recorded in the Club's Annual Accounts.

**14. WESTPAC UNDISTRIBUTED GAMING PROCEEDS**

The total undistributed Gaming Proceeds which were held and accumulated during the previous Financial Years were used during this financial year as part of the club upgrade projects.

**15. RELATED PARTY TRANSACTIONS**

There are no significant related party transactions for the year ended 31 May 2023.

**18. EVENTS AFTER THE ANNUAL BALANCE DATE**

There are no significant events to be noted after the 31 May 2023 annual balance date.

**19. WESTPAC LENDING**

During the year ended 31 May 2023 Porirua Club drew down two Westpac Facilities to fund the renovations at the clubs premises.

**Westpac Loan 91**

A loan was progressively drawn down from July 2022 to September 2022. This loan is currently interest only and is fixed at an interest rate of 9.05% PA. The fixed rate expiry is the 7th of June 2023.

The balance as at 31 May 2023 is \$499,421.53

**Westpac Loan 92**

This loan was progressively drawn down in May 2023. This loan is currently interest only and is fixed at an interest rate of 9.60% PA. The fixed rate expiry is the 7th of June 2023.

The balance as at 31 May 2023 is \$195,778.93

# GAMING AUTHORISED PURPOSES & GAMING FUNDS

**Porirua Club Incorporated**  
**For the year ended 31 May 2023**

## 1. GAMING AUTHORISED PURPOSES

	This Year	Last Year
Accounting Fees	2,028	3,154
Advertising & Promotions	601	743
AGM Expenses		259
Audit Fees	7,250	3,750
Cleaning	95,281	100,806
Coffee & Water Cooler Costs	660	660
Computer Expenses	11,613	12,375
Consultancy	2,622	7,301
Conference Expenses	1,739	
Club Jerseys/Clothing	395	
Courtesy Van Costs	929	1,345
Donations - Charitable	2,000	1,649
Donations - Sponsorship		
Electricity & Gas	45,216	30,698
Equipment Hire	16,939	11,994
General Expenses	1,056	
Children Xmas Party	600	
Insurance Premiums	132,777	109,930
Interest Payable	39,759	
Postage Fees	200	
Presidents Honorarium	4,500	
Legal Fees		2,030
Printing & Stationary	9,191	8,324
License Fees - General	257	247
Marketing	1,760	480
Rates	37,750	35,505
Repairs & Maintenance	27,949	28,134

Security Fees	19,290	13,327
Sports Support	10,769	5,215
Staff Uniforms	638	626
Membership Costs (Cards)		11,940
Subscriptions	15,631	13,615
Telephone & Tolls	8,844	9,426
Training		3,291
TV Licenses/Sky Hireage	31,108	25,545
Administration Wages	320,305	275,989
<b>Total Authorised Purpose Expenses</b>	<b>849,657</b>	<b>718,358</b>

## 2. GAMING FUNDS RECONCILIATION

Gaming Machine Income	1,391,125	1,267,149
Less Gaming Expenses	446,044	364,816
<b>Gross Surplus From Gaming Machines</b>	<b>945,081</b>	<b>902,333</b>
Plus Interest	4,807	290
<b>Net Proceeds from Gaming Machines Available For Authorised Purposes</b>	<b>949,888</b>	<b>902,623</b>
Less:		
Capital Expenditure	714,949	636,759
Loan Repayments		
Applied for Club Expenditure (Authorised Purpose Expenses Above)	849,657	718,358
Gaming Wages Paid 00		50,959
Gaming Machine Paid Deprecation	29,469	28,164
Gaming Machine Paid Depreciation Account		37,525
<b>Total Authorised Purpose Expenditure</b>	<b>1,594,076</b>	<b>1,471,765</b>
Undistributed Funds Available	- 644,188	- 569,142
Westpac Lending	695,201	
Opening Bank Balance	27,588	596,730
<b>Undistributed Funds Available To Carry Forward To Next Year</b>	<b>78,601</b>	<b>27,588</b>

<b>BANK BALANCES AS AT 31 MAY 2022</b>	
Westpac Gaming Account	78,601
Westpac Undistributed Gaming Account	
<b>TOTAL WESTPAC GAMING BALANCES</b>	78,601

#### GAMING REPORTING - A HISTORICAL COMPLICATION

The Gaming Act 2003 requires class 4 gaming operators to report gaming activity under the GAAP or Generally Agreed Accounting Practice reporting framework. Because of the recent and significant changes to the various New Zealand reporting frameworks, as set by the NZ External Reporting Board, with proper legal authority, there is now no recognised GAAP equivalent reporting framework for an incorporated Society with annual operating costs in excess of two million dollars.

# NOTES TO THE PERFORMANCE REPORT

## Porirua Club Incorporated For the year ended 31 May 2023

	2023	2022
<b>1. ANALYSIS OF REVENUE</b>		
<b>Fees, subscriptions and other revenue from members</b>		
Subscriptions (Membership)	80,976	86,647
<b>Total Fees, subscriptions and other revenue from members</b>	<b>80,976</b>	<b>86,647</b>
<b>Revenue from providing goods or services</b>		
Asset Sales (Not On Register)	4,828	3,996
Bar Sales	712,757	524,149
Bar Snack Income	23,614	-
Social Fund Transfer	100,000	-
Car Park Income	21,009	23,250
Coffee Machine Income	2,258	4,937
Courtesy Van Income	3,276	719
Covid Leave Support	3,233	3,336
Donations	87	1,000
Gaming Machine Income	1,391,125	1,267,149
Gaming Unders/Overs account movement	-	570
Insurance Proceeds	-	10,461
Interest Receivable	4,807	290
Lounge Hire/Room Rental	26,450	25,021
Membership Draw Income	23,218	10,254
Poker Income	1,109	565
Restaurant Rent Income	10,696	3,461
TAB Income	12,304	4,968
Vending Machine Commission	5,115	4,197
<b>Total Revenue from providing goods or services</b>	<b>2,345,884</b>	<b>1,888,323</b>
<b>Total ANALYSIS OF REVENUE</b>	<b>2,426,860</b>	<b>1,974,969</b>
	2023	2022

## 2. ANALYSIS OF EXPENSES

### Costs related to providing goods or services

ACC Levy	4,348	4,854
Accountancy Fees	2,028	3,155
Administration Wages	329,875	275,989
Advertising & Promotions	629	743
AGM Expenses	-	259
Audit Fees	7,250	3,750
Authorised Employee	46,750	13,076
Bank Charges	3,487	1,127
Bar Purchases	265,698	197,419
Bar Snack Ingredients	9,064	-

	2023	2022
Children's Xmas Party	2,511	-
Cleaning	105,647	96,610
Club Jerseys/Clothing etc	117	(86)
Coffee Machine/Water Cooler costs	8,145	3,069
Computer Programs and Follow Up	23,433	22,370
Conference Expenses	7,809	598
Consultancy Fees	3,582	7,301
Courtesy Van Costs	2,631	2,222
Depreciation - General	151,016	216,723
Donations - Charitable	2,000	1,649
Donations - Sponsorship	-	106
Electricity and Gas	45,216	37,355
Electronic Monitoring Costs	12,090	11,994
Entertainment - Shows and Bands	30,288	22,419
Entertainment (Exempt) Bands	28,404	13,490
Equipment Hire	12,198	12,447
Gaming Accounting	3,957	3,957
Gaming Audit	3,750	3,750
Gaming Electricity	2,280	2,280
Gaming Insurance	3,007	3,007
Gaming Licence Fees	16,018	15,410
Gaming Machine Maintenance Contract	19,993	16,762
Gaming Machine Tax	321,285	283,063
General Expenses	17,858	17,885
Glass Replacement	3,266	606
Hospitality	17,409	10,957
Insurance Premiums	132,777	109,930
Interest Payable - Mortgage	39,759	-
Legal Expenses	-	2,030
Licence Fees - General	1,357	1,402
Marketing	1,445	1,952
Membership Costs/Cards	10,051	11,940
Membership Lucky Number	24,600	25,706
Postage	200	-
Presidents Honorarium	4,500	4,500
Printing & Stationery	9,314	8,595
Problem Gaming Levy	16,913	11,516
Rates	37,750	35,505
Repairs & Maintenance	55,882	53,879
Security	19,456	13,327
Security - Functions	582	975
Sky TV	31,108	27,589
Sports Support	16,949	6,015
Staff Uniforms	638	626
Stock - Beginning	20,819	24,051



Stock - Ending	(21,311)	(20,819)
Subscription Fees	15,106	13,615
TAB Costs	299	(473)
Telephone & Tolls	8,401	9,426
Training	1,717	3,291
Wages & Salaries	298,960	301,659
<b>Total Costs related to providing goods or services</b>	<b>2,240,314</b>	<b>1,952,548</b>

2023 2022

### 3. ANALYSIS OF ASSETS

#### Bank accounts and cash

ATM Float	9,980	7,060
Cash on Hand/Float	28,800	28,800
Float - Gaming	3,534	3,534
Supplementary Float	20,000	-
TAB Float	1,500	1,500
Westpac - Depreciation	34,386	4,917
Westpac - Gaming	78,601	27,588
Westpac - General	180,281	643,052
Westpac - Undistributed Gaming	-	(630)
Westpac - Poker	4,420	3,145
Westpac - Unders/Overs	10,621	10,551
<b>Total Bank accounts and cash</b>	<b>372,123</b>	<b>729,515</b>

#### Debtors and prepayments

Accounts Receivable	5,571	4,373
Prepayments - Membership Costs	11,786	11,677
<b>Total Debtors and prepayments</b>	<b>17,358</b>	<b>16,051</b>

#### Inventory

Stock on Hand - Bar	21,371	20,819
<b>Total Inventory</b>	<b>21,371</b>	<b>20,819</b>

#### Other current assets

Tax	1,718	191
<b>Total Other current assets</b>	<b>1,718</b>	<b>191</b>

#### Other non-current assets

Bank Account - Social	252,594	253,119
EFTPOS Clearing	-	(7,462)
TAB Franchise Fee	10,000	10,000
<b>Total Other non-current assets</b>	<b>262,594</b>	<b>255,657</b>

2023 2022

### 4. ANALYSIS OF LIABILITIES

#### Creditors and accrued expenses

	2023	2022
Accounts Payable	164,132	220,421
Gaming Tax Payable	37,013	37,479
GST	(24,030)	(38,935)
Members' Accounts	22,141	19,248
<b>Total Creditors and accrued expenses</b>	<b>199,256</b>	<b>238,213</b>
<b>Employee costs payable</b>		
Holiday Pay Owing	106,034	95,828
<b>Total Employee costs payable</b>	<b>106,034</b>	<b>95,828</b>
<b>Other current liabilities</b>		
Customer Funds to Return	1,040	-
<b>Total Other current liabilities</b>	<b>1,040</b>	<b>-</b>
<b>Loans</b>		
Business Loan 91	499,422	-
Business Loan 92	195,779	-
<b>Total Loans</b>	<b>695,200</b>	<b>-</b>
<b>Other non-current liabilities</b>		
Income in Advance	68,798	63,005
Restaurant Bond	2,000	-
Social Account Adjunct Funds	252,594	253,119
<b>Total Other non-current liabilities</b>	<b>323,391</b>	<b>316,124</b>
	2023	2022
<b>5. PROPERTY, PLANT &amp; EQUIPMENT</b>		
Fixed Assets	4,536,354	3,328,171
<b>Total PROPERTY, PLANT &amp; EQUIPMENT</b>	<b>4,536,354</b>	<b>3,328,171</b>

## Independent Auditor's Report

To the Executive Committee of Porirua Club Incorporated,

### Report on the Performance Report

#### Unqualified Opinion

We have audited the performance report of Porirua Club Incorporated (the entity) on pages 3 to 22 which comprise the:

- Statement of financial position as at 31 May 2023
- Entity information, the statement of service performance, the statement of financial performance, the statement of movements in equity and the statement of cash flows for the year ended 31 May 2023
- Notes to the performance report, including a summary of significant accounting policies and other explanatory information.

In our opinion, the performance report:

- Presents fairly, in all material respects, the entity's financial position as at 31 May 2023, its service performance, financial performance, movements in equity, and cash flows for the year ended on that date
- Complies with generally accepted accounting practice in New Zealand
- Includes reported outcomes and outputs in the statement of service performance, where the quantification of the outputs (to the extent practicable) are suitable.

#### Basis for Unqualified Opinion

We conducted our audit of the statement of financial performance, the statement of financial position, the statement of movements in equity, the statement of cash flows, and the notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised).

Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of the entity in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion. Other than in our capacity as auditor, we have no relationship with or interests in the entity.

#### Other Information

The Executive Committee, on behalf of the entity, may prepare an Annual Report which includes the audited performance report. The Executive Committee is responsible for the other information that may be included in the entity's Annual Report. Our opinion on the performance report does not cover any other information in the entity's Annual Report and we do not express any form of assurance conclusion on that other information.

## Key Audit Matters

Key audit matters are those matters that, in our professional judgement, were of most significance in our audit of the performance report for the current period. Below is a summary of those matters and our key audit procedures to address those matters in order that the Executive Committee may better understand the process by which we arrived at our audit opinion. Our procedures were undertaken in the context of and solely for the purpose of our statutory audit opinion on the performance report as a whole, and we do not express discrete opinions on separate elements of the performance report.

The key audit matter	How the matter was addressed in our audit
<b>Income and expenses</b>	
The entity's income and expenses were quantitatively significant to the entity's performance report.	We reviewed a sample of receipts, invoices and bank statements to confirm that funds were received and expenses were paid.
<b>Cash and cash equivalents</b>	
Cash and cash equivalents was quantitatively significant to the entity's performance report.	We reviewed a sample of bank reconciliations, bank statements and the bank audit confirmation.

## Use of this Audit Report

This report is made solely to the Executive Committee of the entity. Our audit has been undertaken so that we might state to the Executive Committee those matters that we are required to state to them in our Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Executive Committee for our audit work, this report, or any of the opinions we have formed.

## Responsibilities of the Executive Committee for the Performance Report

The Executive Committee, on behalf of the entity, is responsible for:

- Identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance
- The preparation and fair presentation of the performance report in accordance with generally accepted accounting practice in New Zealand
- Implementing the necessary internal control to enable the preparation of the performance report that is fairly presented and free from material misstatement, whether due to fraud or error; and
- Assessing the entity's ability to continue as a going concern. This includes disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless they either intend to liquidate or to cease operations, or have no realistic alternative but to do so.

## Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of the performance report.

As part of an audit in accordance with ISAs (NZ), the auditor exercises professional judgement and maintains professional scepticism throughout the audit. The auditor also:

- Identifies and assesses the risks of material misstatement of the performance report, whether due to fraud or error, designs and performs audit procedures responsive to those risks, and obtains audit evidence that is sufficient and appropriate to provide a basis for the auditor's opinion. The risk of not

detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtains an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluates the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Concludes on the appropriateness of the use of the going concern basis of accounting by the Executive Committee and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If the auditor concludes that a material uncertainty exists, the auditor is required to draw attention in the auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify the auditor's opinion. The auditor's conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluates the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.

The auditor communicates with management and the Executive Committee, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies identified in internal control.

From the matters communicated with management and the Executive Committee, the auditor determines those matters that were of most significance in the audit of the performance report and are therefore the key audit matters. The auditor describes these matters in the auditor's report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, the auditor determines that a matter should not be communicated in the auditor's report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest benefits of such communication.



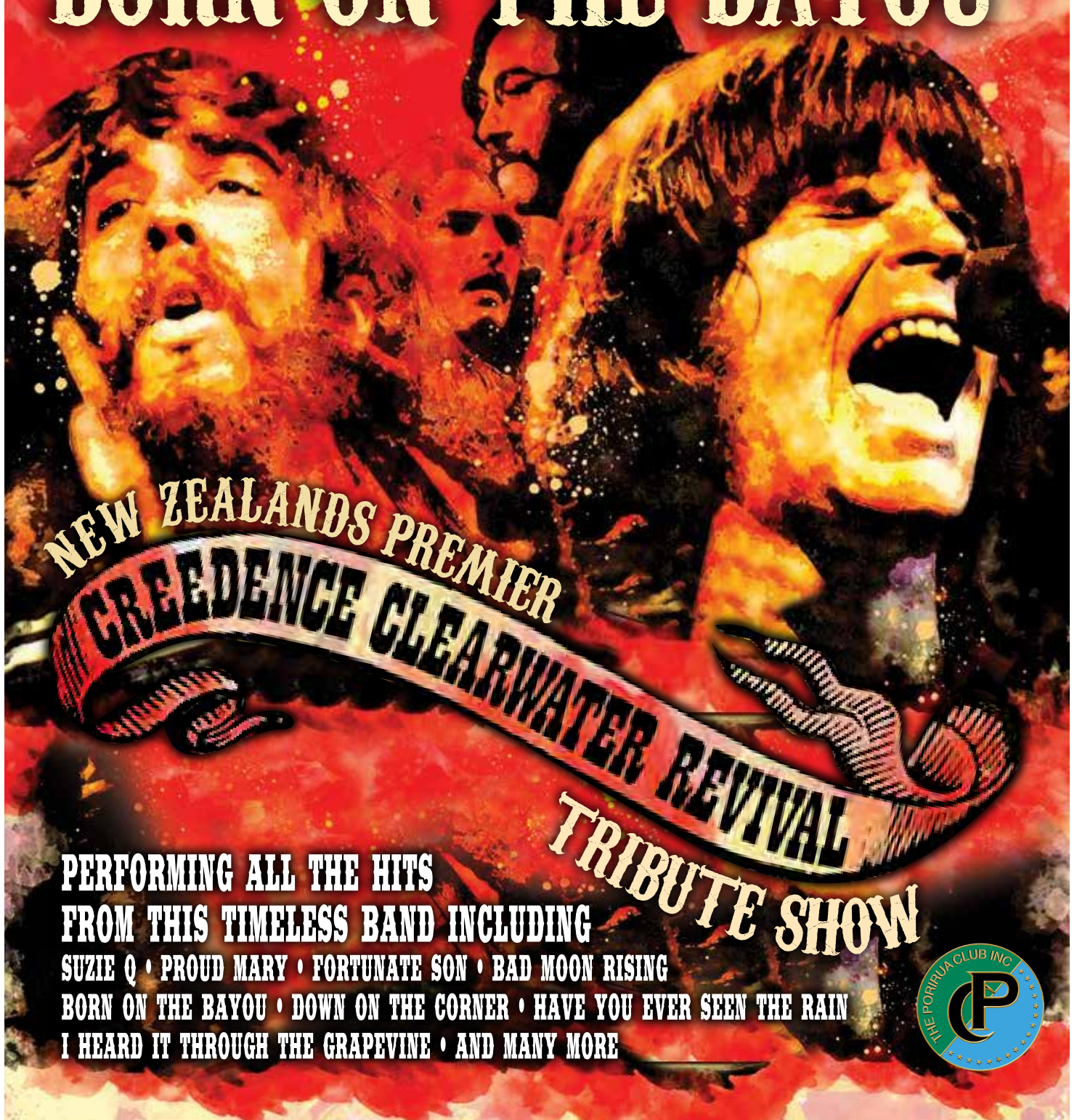
**Aurora Financials Limited**  
Qualified Statutory Auditors  
Wellington, New Zealand

22 August 2023



TOPLINE ENTERTAINMENT PRESENTS ...

# BORN ON THE BAYOU



PERFORMING ALL THE HITS  
FROM THIS TIMELESS BAND INCLUDING  
SUZIE Q • PROUD MARY • FORTUNATE SON • BAD MOON RISING  
BORN ON THE BAYOU • DOWN ON THE CORNER • HAVE YOU EVER SEEN THE RAIN  
I HEARD IT THROUGH THE GRAPEVINE • AND MANY MORE



**APPEARING AT:**

**OCTOBER 7<sup>TH</sup>**

**7:30 PM**

**\$20 TICKET**

## THE PORIRUA CLUB

1 Lodge Place, Porirua 04 237 6143

Members, Their Guests and Affiliated Members Welcome

# GRANTS

## 2022 - 2023

### DONATIONS - CHARITABLE

22 MAY 2023	PORIRUA REMEMBRANCE ARMY - GRANT TOWARDS INSTALLATION AND UPKEEP OF GRAVESTONES	\$2,000
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### SPORTS SUPPORT

07 JUN 2022	BEST NZ FOOTBALL CO - GRANT: FOOTBALL FEES	1,350.00
28 JUL 2022	BLENHEIM PALMS - GRANT: EUCHRE ACCOM FOR NATIONALS	1,200.00
28 JUL 2022	CLUBS OF MARLBOROUGH - GRANT: EUCHRE ENTRY FEE	480.00
22 AUG 2022	TAURANGA CITS CLUB - GRANT - 500 ENTRY FEES	225.00
21 SEP 2022	OTORAHANGA CLUB - GRANT - GOLF N.I. ENTRY FEES	330.00
19 OCT 2022	SOFTBALL WELLINGTON - GRANT: SOFTBALL AFILIATION FEES	244.42
02 NOV 2022	MANGERE COSMOPOLITAN - GRANT: EUCHRE ENTRY FEES	270.00
02 DEC 2022	CNZ DARTS - GRANT: DARTS ENTRY FEES	2,080.00
14 DEC 2022	SOFTBALL WELLINGTON - GRANT - WOMENS SOFTBALL FEES	1,000.00
19 DEC 2022	SOFTBALL WELLINGTON - GRANT - MENS SOFTBALL FEES	1,000.00
19 DEC 2022	NU RUGBY FOOTBALL CLUB INC - GRANT - RUGBY SUBS	600.00
07 FEB 2023	COOKS GARDENS MOTEL - GRANT - O/D BOWLS ACCOM	1,260.00
14 MAR 2023	KAPITI SOFTBALL - GRANT: WOMENS SOFTBALL ENTRY FEES	300.00
15 MAR 2023	MANUREWA COSSIE - GRANT: CRIBBAGE ENTRY FEES AND TRAVEL	840.00
15 MAR 2023	SPORTZONE - GRANT: FOOTBALL LEAGUE FEES	2,000.00
05 APR 2023	PROXIMITY APPARTMENTS - GRANT: CRIBBAGE ACCOMODATION	960.00
17 APR 2023	NORTH CITY CRICKET - GRANT: CRICKET TEAM FEES	1,750.00
12 MAY 2023	JAN PRITCHARD - GRANT: MARCHING ACCOM	1,060.00

<b>TOTAL SPORTS SUPPORT (INTERNAL)</b>	<b>16,949.42</b>
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REPORTS

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# ADJUNCTS

**"Adjunct Highlights: Uniting Passion and Excellence"**





Top left: Drawn Pairs Champions. Top right: National Team Champions. Bottom left: Prenationals Champ. Bottom right: Pairs Champions.

Cribbage, the game of concentration, takes center stage. Our adjunct sees participation from up to 32 players on any given day. Fortnightly sessions are held on Sunday afternoons and Tuesday evenings. A timetable is available on the Adjuncts noticeboard.

A highlight of our journey was the creation of new Cribbage uniforms. These uniquely blend Māori and Polynesian designs, reflecting the diverse culture of the Porirua Club and its members.

Every April, we embark on a trip to the Clubs NZ National Cribbage Championships. This year, the event took place at the Manurewa Cosmopolitan Club, gathering 92 competitors from across New Zealand. Our Porirua Club contingent comprised 20 participants, the largest group in the tournament. Eight members formed our Team competition roster, clinching victory for the second time in a row. Our Team trophy win, secured by a mere two points, was a highlight. Looking forward, we've expressed interest in hosting the national tournament in 2025.

The winter months bring a 10-week open competition with the Petone Club, currently in its eighth week.

Club Championships unfold in September and October. Last year's champions were:

<b>Drawn Pairs:</b>	<b>Pene Wiparata, Tania Donaldson</b>
<b>Singles:</b>	<b>Jilldeane Te Runa</b>
<b>Pairs:</b>	<b>Ross Talbot Geoff Talbot</b>

Any Club members curious about learning Cribbage and joining our ranks are warmly invited. The key requirement for playing Cribbage is the ability to count to 15 and 31.

**Michael Neilson**  
**Cribbage Adjunct Convenor**



Looking back at the year gone by, it's been a fulfilling period for our team. Despite the disruptions caused by the pandemic, we managed to regroup and participate in Display Days again. Our new uniforms, proudly displaying the Porirua Club logo, have given us a fresh look that we're all pleased with.

In March, we took part in the National Marching Display Day at the TSB Arena in Wellington. Among many other teams, we marched with a mix of pride and nerves, highlighting our dedication to what we do.

On the horizon, the North Island Day in October awaits in Palmerston North. It's an opportunity to reconnect with friends from other teams and places – a chance to share experiences and knowledge. Our journey this year also led us to a rewarding weekend in Taupo in May. This was particularly beneficial for our new members, giving them a taste of marching and team bonding.

Our thanks go out to Trina and the Board for their continued support. Their guidance has been crucial to our progress.

As Adjunct Convenors of the Porirua Club Leisure Marchers, we're looking forward to the future with optimism, valuing the connections we've made and the milestones we've achieved.

**Janice and Barbara**  
**Adjunct Convenors**  
**Porirua Club Leisure Marchers**

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# I INDOOR BOWLS REPORT

In The Realm Of Indoor Bowls, Our Activities Have Remained Steady And Vibrant. Currently, We Have A Committed Group Of 16 Regular Bowlers Who Gather Every Monday Evening At 7:00 Pm.

This Year, We Proudly Fielded One Interclub Team, Which Impressively Secured The 3rd Position In The North Wellington Association A Grade Competition. Looking Ahead, We Have Aspirations Of Enhancing Our Presence By Entering Two Or More Teams Of Four Into Interclub Competitions Next Year.

Our Involvement Extends Beyond The Confines Of Our Club. We Actively Participate In All The North Wellington Association Events And Enthusiastically Engage In Our Own Trophies And Championships Events. An Annual Highlight Is The "Over The Hill"

Trophy Event, A Regional Competition Involving Three Wairarapa Clubs And Three Wellington Clubs. In This Year's Competition, We Secured A Commendable Second Place, And With A Home-Field Advantage Next Year, We're Aiming To Claim The Top Spot.

Our Season Spans From March's Start To September's End. We Extend An Open Invitation To All Members, Irrespective Of Experience Level, To Join Us In This Enjoyable Pursuit. Whether You're A Seasoned Pro Or A Newcomer, You're Welcome To Be A Part Of Our Indoor Bowls Community.

**Bryan Talbot**  
**Convenor**  
**Indoor Bowls**





#### **WEEKLY GATHERINGS AND COMPETITIONS:**

The Porirua Darts Adjunct gathers every Thursday night at 7:30 PM, except on Public or Religious Holidays. From March to November, we compete for a monthly trophy on the last Thursday of each of those months. During the periods between trophy nights, we organize both a winter and a summer league of handicap rotating pairs. This unique format ensures fairness and inclusivity for players of all skill levels.

#### **LONG-STANDING TRADITION:**

For over a decade, Thursday Night Darts has thrived with its rotating pairs format, attracting regular players and newcomers alike. This popular event has become a staple in our community, fostering a vibrant darts culture.

#### **CAPITAL AREA SATURDAY LEAGUE:**

We're not confined to Thursdays alone. Our dedication extends to the Capital Area Saturday League, where we participate and compete with other clubs across the region.

#### **STARS OF THE GAME:**

Our darts enthusiasts shine bright on the national stage. Dawnee Unuka and Mary-Anne Teinaki hold the title of ClubsNZ Darts Association National Ladies Pairs, which they secured in our very own Porirua Club last August. Darren Herewini Te Kani and Craig Caldwell are no less remarkable as they earned the ClubsNZ DA National Men's Pairs title.

#### **DARTS BEYOND BORDERS:**

Our top players extend their prowess to the NZ Darts Council, showcasing their skills in events against New Zealand's finest. Our adjunct members are often called upon to represent the NZDC, illustrating the depth of talent within our ranks.



#### INTERNATIONAL RECOGNITION:

Dawnee was selected to represent New Zealand against Australia earlier this year. Mary-Anne and Darren are poised to represent New Zealand in Denmark, and Mary-Anne's journey continues with the Lakeside competition in Surrey, England, as Aotearoa New Zealand's Ladies representative.

#### INCLUSIVE AND WELCOMING:

We extend an open invitation to new players, regardless of skill level or age. Join us for a game, socialize, and enjoy the camaraderie that comes with being a part of the Porirua Darts Adjunct.

#### CLUBSNZ EVENTS AND HOSTING:

As members of the Porirua Club, we have the privilege to compete in ClubsNZ events. Our enthusiastic contingent participated in the North Island Darts Tournament earlier this year, and we proudly hosted over 50 players during the ClubsNZ National Darts Tournament in August.

Whether you're a seasoned player or just starting your darts journey, Porirua Darts Adjunct offers a warm welcome, a great social environment, and the thrill of the game. Join us and be part of our thriving darts community!

**Dawn Unka**  
Darts Convenor



# POKER REPORT

The Poker Adjunct has seen significant developments and exciting plans unfold over the past year, and we are thrilled to present our annual report that highlights our progress and aspirations for the future.

- 1. New Leadership:** We are pleased to introduce our new Convenor, Jimmy McCaskill, and Secretary/Treasurer, Gerard McKenna. Their passion for poker and dedication to the adjunct bring fresh energy and insights to our team.
- 2. Membership Revival:** Our primary focus for the upcoming season is rebuilding our adjunct membership. We recognize the importance of a strong and vibrant community, and we are committed to creating an inclusive environment that caters to players of all skill levels.
- 3. Enhanced Communication:** Embracing the digital age, we are increasing our efforts to connect with our members through social media platforms. This avenue will keep everyone informed about the latest updates, events, and opportunities within the adjunct.
- 4. League System Innovation:** To infuse variety and excitement into our poker activities, we are introducing a new league system. Alongside league games, we will also organize non-league games that provide casual and flexible playing options.
- 5. Strengthening Bonds:** We value the camaraderie that comes with poker, and to foster inter-club relationships, we are actively seeking opportunities to engage with other clubs in our region. This collaborative approach enriches our poker experience and contributes to a thriving poker community.
- 6. Northern Island Club Champs:** Looking ahead, our sights are set on the Northern Island Club Championships in Manurewa in 2024. We aim to field a competitive contingent that represents our adjunct with pride and showcases our poker prowess.
- 7. Hosting the NI Competition:** The future is bright as we embark on the journey to host the Northern Island competition in 2025. While planning is still in its early stages, we are eager to create a memorable and successful event that reflects the vibrancy of our adjunct.

In closing, we extend our gratitude to our members for their continuous support and enthusiasm. The Poker Adjunct remains committed to offering an engaging and enjoyable poker experience, and we invite all members to join us in our exciting journey ahead.

**Jimmy McCaskill**  
Adjunct Convenor

# NOTICE OF MOTION

**This proposed update reflects our commitment to ensuring that our membership structure remains relevant and accommodating to the evolving needs of our community**

The Incorporated Societies Act 2022 now mandates that all incorporated societies, including ours, undergo re-registration while ensuring their rules align with the new legislation. As part of this process, our rules may require a complete rewrite to ensure compliance with the new legal framework.

Recognizing the significance of this requirement, we have embarked on the journey of updating our rules to incorporate the necessary changes. To facilitate this process and ensure a smooth transition, we have chosen to begin with our membership rules.

Our updated membership rules are designed not only to meet legal standards but also to streamline the membership process for potential new members. These changes are in line with recommendations from Clubs New Zealand and aim to make joining our club a straightforward and accessible experience.

It is important to emphasize that these changes are not intended to compromise our club's integrity or its right to maintain a selective

membership. We still retain the authority to approve or revoke memberships, guided by our constitution. In specific instances where false information is provided or a breach of our club's constitution occurs, the board reserves the right to revoke a membership within 90 days of application.

While these rule changes are significant, we believe they will ultimately contribute to a more efficient and inclusive membership process.

We remain committed to fostering a vibrant and engaged community within our club, and we appreciate your understanding and support during this period of transition.

Should you have any questions or concerns about these impending changes, please do not hesitate to reach out to me. We value your input and aim to ensure a transparent and informed process as we navigate these rule updates.

**RICHARD ALEXANDER  
VICE PRESIDENT**

As per rule 19, Moved by R. Alexander and Seconded by D. Mills and carried by the committee, the committee would like to submit the following motion:

Motion: To replace rule 3 (Membership) and rule 4 plus any applicable definitions in rule 21. in the Current Rules of the Porirua Club dated October 2021 with the following:

*Note: Should this rule be accepted, the current rule 5 (Financial Year End) shall be renumbered to rule 7, with each rule following renumbered as required.*

### 3. MEMBERSHIP

- 3.1. On Acceptance as a member (all classes), the member acknowledges their acceptance of all Club policies, By-laws, and constitutions.
- 3.2. A member of the New Zealand Parliament and the Mayor of the City of Porirua shall be granted the privileges of the Club.
- 3.3. Classes of Membership: The members of the club be divided into the following classes:
  - a) Ordinary;
  - b) Junior;
  - c) Life;
- 3.3. **Ordinary Membership:** Individuals of at least the legal purchasing age may apply to become Ordinary Members of the club in accordance with the following rules:
  - a) Each applicant for Ordinary Membership shall complete the applicable application form.
  - b) Each applicant shall deposit, at the time of application, a subscription of such sum as agreed at the Annual General Meeting.
  - c) An application for ordinary membership is deemed to be a declaration that the applicant consents to membership, acknowledges that their information will be entered into the Register of Members and agrees to be bound by this constitution, by-laws and policies.
  - d) Subject to the foregoing Ordinary Members shall be entitled to;
    - i. Enjoy the facilities of the club during times that the club is open.
    - ii. Enter any club with whom reciprocal visiting arrangements are in place, provided it is in accordance with that club's rules; and
    - iii. Hold office in accordance with this constitution and have an equal voice in all business of the club.
  - e) The Committee reserve the right to revoke Ordinary Membership within 90 days of application if the Ordinary Member is found to have provided false information or is deemed to have breached the club's constitution. In the event that Ordinary Membership is revoked;
    - i. The member shall be informed in writing of the decision; and
    - ii. The subscription fee will be refunded in full.
- 3.4. **Junior Membership:**

Notwithstanding any other rules, the following rules set out provisions applying specifically to Junior Members. For the avoidance of doubt, where there is a conflict or ambiguity between these rules and any other rule in this constitution, then this rule relating to Junior Members



shall prevail. Subject to the provision contained in these rules, all rules shall apply to Junior Members in the same way as they do to Ordinary Members.

- a) Individuals aged under the legal purchasing age and older than 10 years, may apply to become junior members of the club in accordance with the procedure for Ordinary Membership set out in Rule 3.3, providing their parent or Guardian is also a member of the Club and approves of the application.
- b) On reaching the legal purchasing age, Junior Members are eligible to apply for Ordinary Membership
- c) Members shall automatically lose their Junior Membership Status:
  - i. One month after reaching the legal purchasing age; or
  - ii. Upon admission as an Ordinary Member, whichever is earlier.
- d) A Junior Member's rights are restricted by the following:
  - i. No voting rights at any General Meeting
  - ii. No right to hold office or be a member of the Executive Committee
  - iii. No right to participate in any alcohol promotions, accept alcohol as prize in any club activity, purchase alcohol or accept alcohol from any member except their parent or legal guardian.
- e) A Junior Member may have the right of admission to an Affiliated Club with which the club has reciprocal rights (it is essential to check with each club first to ensure they allow Junior Members into their club – especially if a Junior member is wishing to enter a Clubs New Zealand Sports Tournament)

3.5. **Life Membership** Life Membership may be granted to any member for meritorious service rendered to or on behalf of the club, providing Life Members do not exceed 1% of the total of the Clubs Membership and is in accordance with the following:

- a) The Committee may elect to recommend a member for Life Membership
- b) A Financial Member may propose, and another Financial Member may second a member for Life Membership in writing, and that nomination shall be forwarded to the committee, no later than one calendar month before the Clubs Annual General Meeting.
- c) No nomination for Life Membership shall be put to the Annual General Meeting unless it has the majority support of the committee.
- d) The Committee shall post notice of its intention to recommend a Life Member on the club's noticeboard for fourteen (14) clear days prior to the Annual General Meeting in any year.
- e) The club may elect a member recommended by the Committee to Life Membership by a majority of at least Three fourths (3/4) of the votes cast by those who are eligible to do so at the Annual General Meeting
- f) Life Members are eligible to vote, hold office and enjoy all the rights and privileges of membership.
- g) Life members shall not be charged an annual subscription but shall be deemed to be Financial Members.

## 4. REGISTER OF MEMBERS

- 4.1. The Club will maintain a register of members in accordance with the Incorporated Societies Act 2022.
- 4.2. The Register of Members will at all times be administered in accordance with the Privacy Act 2020 and the Clubs Privacy Policy.
- 4.3. The Club will update the register of members as soon as practicable after becoming aware of changes to the information recorded on the register.
- 4.4. Subject to certain grounds for refusal set out in the Privacy Act 2020, members have the right to access the information held about them within the register of members and to request a correction at any time.

## 5. RESIGNATION

- 5.1. Members wishing to resign their membership must do so in writing to the Secretary of the Club via email, post or hand delivery.
- 5.2. A resignation will not become effective until all subscriptions, levies or other payments owing at the date the resignation is received, are paid.
- 5.3. No such resignation shall relieve any Member from payment of any subscription, levy, or other payment due or payable at the time of resignation.
- 5.4. No subscriptions, levies or other payments already received by the club as at the date of resignation shall be refunded to the resigning member on resignation.
- 5.5. On the death of a member, membership rights and privileges will cease and are not transferable.

## 6. VISITORS – AUTHORISED CUSTOMERS, AUTHORISED VISITORS AND GUESTS

### 6.1. **Authorised Customers**

- a) Any member of the Porirua Club can invite and accompany a guest/visitor(s) (Authorised Customer) to the club.
- b) Any member introducing a guest/visitor(s) is responsible for the good conduct of that guest/visitor whilst on the club premises.
- c) Any guest/visitor who wishes to be sold or supplied alcohol must first complete the appropriate *authorised customer* requirements.
- d) Any Guest/visitor(s) may only be sold or supplied alcohol for consumption on the premises while accompanied by a member of the club.

- 6.2. Any Guest/visitor(s) will lose all rights or privileges to purchase or consume alcohol if they remain in the club if/when the sponsoring member vacates the club premises.
- 6.3. **Authorised Visitors**
- a) Any affiliated member (Authorised Visitor) wishing to be sold or supplied alcohol for consumption on the premises must be able to produce valid proof of membership to an affiliated club/association to club staff at the point of service.
  - b) Any affiliated member introducing a guest/visitor(s) is responsible for the good conduct of that guest/visitor whilst on club premises. The guest/visitor will lose all rights or privileges to purchase or consume alcohol if they remain in the club if/when the sponsoring Authorised Visitor vacates the club premises.
- 6.4. Any guest/visitor of a member of either the Porirua Club or affiliated clubs, that wishes to be sold or supplied alcohol must first complete the appropriate authorised customer and/or authorised visitor requirements required by the club.
- 6.5. Authorised Customers, Authorised Visitors and their guests are bound by the rules of this club whilst they are on the club premises.
- 6.6. The Duty Manager shall have the power to refuse privileges for any intending guest/visitor or revoke privileges without any reason being supplied, this includes the right of the Duty Manager to refuse entry to the club premises or removal of a guest/visitor from the club premises.
- 6.7. **Definitions - for the purposes of this Rule [6](#):**
- a) “**club**” has the same meaning as defined for the time being in section 5 of the Sale and Supply of Alcohol Act 2012 or any amendment or replacement thereof.
  - b) “**member**”, “**authorised customer**” and “**authorised visitor**” have the same meanings given to them for the time being in section 60 Sale and Supply of Alcohol Act 2012 or any amendment or replacement thereof.
  - c) “**affiliated member**” means the same as “**authorised visitor**” and includes:
    - I. A member of any other club which is a member of Clubs New Zealand Incorporated through whom the Club has arrangements for reciprocal visiting rights for members, irrespective of whether the other club has an alcohol licence or a permanent charter or not; and
    - II. A member of any other club with which the club has an arrangement for reciprocal visiting rights for members, irrespective of whether the other club has an alcohol licence or a permanent charter or not.
  - d) In this Rule [6](#), words in the singular (such as guest/visitor) include the plural.



THE **PORIRUA** CLUB