



## **Cranbourne Little Athletics Centre**

### **Annual General Meeting Minutes 2022/2023 Season Held on Saturday 25<sup>th</sup> March at Casey Fields Regional Athletics Track**

**Meeting Opened:** 8:20 am.

**Present:** Members (Committee members, athletes & parents). See attached recording Participants. Quorum met.

**Apologies noted:** David Kohl, Dianne Pryn, Peter Pryn.

Dean McCaughan (Vice President) welcomed members to the AGM.

**Minutes of Previous AGM Meeting (season 2021/2022):** Minutes from previous AGM held on Saturday 30<sup>th</sup> April 2022 to be a true and accurate record of meeting.

**Moved:** Nicole Van Brakel      **Seconded:** Annette Neilson      **PASSED**

**Business arising from Previous AGM:** NIL

**President's Report:** As Tabled/Attached below.

**Treasurer's Report:** As Tabled/attached below.

**Moved:** Paul Freestone      **Seconded:** Michael Gorgievski      **PASSED**

**Election of Auditor:** Megan Crowley (Treasurer) has recommended using S & H Accounting Pty Ltd as Cranbourne Little Athletics Centre's independent auditor for the 2023/2024 season. The cost of this service will be approximately \$500.

**Voting on Election of Auditor:**

**YES:** All members Present      **NO:** 0

**Voted and passed by majority vote.**

**Moved:** Kara James      **Seconded:** Caz Frenken      **PASSED**

**Head Coaches Report:** As Tabled/Attached Below.

**Election of Committee for the incoming season:**

Nominations received **PRIOR** to the AGM:

Mark Jouvelet welcomed all members and thanked incumbered committee members and all those who have volunteered their help throughout the season. Mark highlighted the good reputation of Cranbourne Little Athletics Centre in the wider community, a credit to the members, committee and athletes.

Nominees for Committee positions were read out and any other nominations called for.

- President: Holger Philipp



## Cranbourne Little Athletics Centre

<b>Moved:</b> Kara James	<b>Seconded:</b> Nicole Van Brakel	<b>PASSED</b>
<ul style="list-style-type: none"><li>Secretary:</li></ul> <b>Moved:</b> Annette Neilson	Katrina Bocor <b>Seconded:</b> Andrew Cuthbertson	<b>PASSED</b>
<ul style="list-style-type: none"><li>Treasurer:</li></ul> <b>Moved:</b> Paul Freestone	Megan Crowley <b>Seconded:</b> Annette Neilson	<b>PASSED</b>
<ul style="list-style-type: none"><li>Registrar:</li></ul> <b>Moved:</b> Lakshan Rodrigo	Bronwyn Philipp <b>Seconded:</b> Kara James	<b>PASSED</b>
<ul style="list-style-type: none"><li>Vice President:</li></ul> <b>Moved:</b> Michael Gorgievski	Dean McCaughan <b>Seconded:</b> Annette Neilson	<b>PASSED</b>
<ul style="list-style-type: none"><li>Head Coach:</li></ul> <b>Moved:</b> John Frenken	Adam Bocor <b>Seconded:</b> Kara James	<b>PASSED</b>
<ul style="list-style-type: none"><li>Grants and Sponsorship</li></ul> <b>Moved:</b> Caz Frenken	David Kohl <b>Seconded:</b> Jacob Damman	<b>PASSED</b>

### General Committee Positions

<ul style="list-style-type: none"><li>Assistant Secretary</li></ul>	Andrew Pryn
<ul style="list-style-type: none"><li>Assistant Treasurer</li></ul>	
<ul style="list-style-type: none"><li>Assistant Registrar</li></ul>	Nina O'Dea
<ul style="list-style-type: none"><li>Assistant Registrar</li></ul>	Sukhdeep Singh
<ul style="list-style-type: none"><li>Chief Referee</li></ul>	Adam Bocor
<ul style="list-style-type: none"><li>Announcer</li></ul>	Andrew Pryn/Richard Partington
<ul style="list-style-type: none"><li>Program Manager</li></ul>	Andrew Pryn/Richard Partington
<ul style="list-style-type: none"><li>Canteen Manager</li></ul>	
<ul style="list-style-type: none"><li>Cross Country Manager</li></ul>	Michelle Frenken
<ul style="list-style-type: none"><li>Cross Country Assistant</li></ul>	Pieter Greyling
<ul style="list-style-type: none"><li>Assistant Coaches</li></ul>	Michelle Frenken
<ul style="list-style-type: none"><li>Assistant Coaches</li></ul>	Andrew Pryn
<ul style="list-style-type: none"><li>Assistant Coaches</li></ul>	Lisa Black
<ul style="list-style-type: none"><li>Assistant Coaches</li></ul>	Michael Gorgievski
<ul style="list-style-type: none"><li>Assistant Coaches</li></ul>	Jacob Damman
<ul style="list-style-type: none"><li>Grounds &amp; Equipment</li></ul>	Brendon Crowley
<ul style="list-style-type: none"><li>Assistant Grounds &amp; Equipment</li></ul>	Paul Freestone/Michael Gorgievski
<ul style="list-style-type: none"><li>On Track Co-Ordinator</li></ul>	Holger Philipp
<ul style="list-style-type: none"><li>Merchandise Manager</li></ul>	Vicky Delgos
<ul style="list-style-type: none"><li>Records &amp; Results</li></ul>	Annette Neilson
<ul style="list-style-type: none"><li>Assistant Records &amp; Results</li></ul>	Jade Hall
<ul style="list-style-type: none"><li>Regional &amp; State Manager</li></ul>	Lisa Black
<ul style="list-style-type: none"><li>Assistant Regional &amp; State</li></ul>	Sumit Bhutani
<ul style="list-style-type: none"><li>Special Events/ Fundraising</li></ul>	
<ul style="list-style-type: none"><li>Special Events/ Fundraising</li></ul>	



## **Cranbourne Little Athletics Centre**

- |                                  |                         |
|----------------------------------|-------------------------|
| • Jnr. Boys Team Manager         | Sumit Bhutani           |
| • Snr. Boys Team Manager         |                         |
| • Jnr. Girls Team Manager        |                         |
| • Snr. Girls Team Manager        |                         |
| • Multi Class Team Manager       | Kara James              |
| • Social Media & Website         | Andrew Pryn             |
| • Child Protection Officer (CPO) | Anthony Lakshan Rodrigo |
| • Photographer                   |                         |
| • Liaison Officer                |                         |
| •                                |                         |

**Moved:** Kara James      **Seconded:** Archana Sharma      **PASSED**

Nominations received **AT** the AGM:

- |                              |                       |
|------------------------------|-----------------------|
| • Canteen Manager            | Michelle Baxter Hanna |
| • Snr. Boys Team Manager     | Caley Geary           |
| • Jnr. Girls Team Manager    | Ashlee Bayliss        |
| • Snr. Girls Team Manager    | Sandra Torcasio       |
| • Child Protection Officer   | Archana Sharma        |
| • Photographer               | Tamara Sullivan       |
| • Assistant Coach            | Kuldeep Singh         |
| • Special Events/Fundraising | Debbie Scott          |

**Moved:** Kara James      **Seconded:** Archana Sharma      **PASSED**

Dean McCaughan (Vice President) thanked all members for attending and closed the meeting.

**Comments/Questions from the Members:** NIL

**Meeting Closed:** 8:55 am

### **Recorded Members at AGM:**

Andrew Pryn  
Katrina Bocor  
Megan Crowley  
Adam Bocor  
Michelle Frenken  
Caley Geary  
Jacob Damman  
Sarah Damman  
Christopher Thompson  
Emma Thompson  
Sumit Bhutani  
Bronwyn Philipp  
Dean McCaughan  
Sophie Silva  
Michelle Piccolo  
Stanley Gunasekara  
Cassandra Gardiner  
Alana Ruberto  
Mark Jouvelet



## **Cranbourne Little Athletics Centre**

Chantelle Beaunom  
Mark Trounson  
Tori Spencer  
Holger Philipp  
Melanie Larke  
Jack Kelly  
Bronwyn Whittaker  
Carlie Trounson  
Michelle Maling  
Monica Blok  
Trav Impey  
Kristy Thomas  
Daminda Molligoda  
Kara James  
Elaine Chua  
Carmen Tulau  
Shawn Gardner  
Dominique Shreeve  
Daniel Ametoglou  
Mike Somervell  
Kathryn Paydon  
Caz Frenken  
John Frenken  
Kelly Frenkel  
Gail Clappers  
Manish Sachdeva  
Emily Joyce  
Jennifer Cohen  
Jenna Morley  
Lauren  
Joshua Kini  
Bern Diamond  
Elijah Mailo  
Michael Malloy  
Louise Haig  
Clint Smith  
Alisha Debono  
Laureen Ferrari-mela  
Krystal Theobald  
Kavinder Singh Vinayak  
Ranjeet Aulakh  
Annick Jean  
Raymund Salao  
Luke Theobald  
Mike Price  
Haoyong He  
Damien kurzweg  
Lesina Lalotoa  
Ashlee Bayliss  
Sandra Torcasio



## **Cranbourne Little Athletics Centre**

Annette Templeton  
Pieter Greyling  
Kylie Hanna  
Kirsty Tucker  
Sarjeet Kaur  
Jacinta  
Gurmeet  
Gursharan Kaur  
Shannan Scales  
Mandeep Singh Dhillon  
Leanne Parrant  
Susan Neil  
Annette Neilson  
Nicole Van Brakel  
Claire Coulson  
Brendan Crowley  
Balwinder Kaur  
Michael Gorgievski  
Rob Cormick  
Byron Welsh  
Archana Sharma  
Mark Sullivan  
Matt Warwick  
Michelle Stockdale  
Tamara Sullivan  
Ranjit Padda  
Nina O'Dea

### **Reports attached:**

#### **Presidents Report – Holger Philipp**

Hello everyone and welcome to the Cranbourne Little Athletics Club AGM.

This is our first face to face AGM in a while and we thought we would try it this way this year, but with events to follow we will keep it short and sweet as best as possible.

Well, another season done and dusted! With our Meteorite Gift Day tomorrow it concludes another pretty impressive year for us.

This season was a season of incredible achievements and firsts for our club. The most obvious is the record number of athletes this season of 496! With cross country still to come, we will undoubtedly cross the 500-membership milestone. Huge shout out to Bron and Katrina, the registrations team all those that help out on the deck dealing with all the enquires and trying to make the process and experience as smooth as possible. It isn't easy up there but you guys make it look smooth.



## **Cranbourne Little Athletics Centre**

Big thank you to Dave as Sponsorships and Grants Officer this year. The amount of planning done in the off season last year, devising new packages and riding the wave of having been awarded the most active club on socials last year as well as being able to print sponsors logos on our uniforms or the 3 year sponsorship packages are all new initiatives which resulted in building stronger partnerships and we look forward to partnering with our current and any new sponsors even more closely in the future.

From a Grants perspective, we were also successful and enabled us to put ten committee members through first aid training as well as the acquisition of new starting devices for the club.

Coming back for a full season, with all the trimmings after the Covid years with record member numbers isn't easy but the clubs' results speak for themselves - whether it be on the track, or behind the scenes so much work has gone into ensuring the athletes had the best experience this season as well as putting in place initiatives for the next season.

How good is it seeing record number of PB's or the huge number of fantastic results at Region or State? How good is it seeing Cranbourne parents screaming on the sidelines showing passion not only for their kids but anyone wearing the Blue, Yellow and White.

On that note I would like to thank both Dean and Adam for all their hard work, both on the coaching side of things as well as ensuring the athletes are always a priority considered in every aspect. The passion both these guys have is amazing and our club is better off for having them.

We hosted the Region Track and Field this year for the first time in a number of years and the feedback from GCR and Lavic was fantastic.

Lots of work went into it ensuring there was a carnival type atmosphere. Shout out to Annette, Megan and Michelle and all the helpers - the canteen and BBQ ran smoothly, and it showed everyone we have the ability to host such a large event.

Our club is not a small club anymore. Member numbers are one indicator growth, and they can change year on year, but we are not a small club in the way we do things. We have matured. We have become more professional not only because we've had to but there are greater expectations of us either from Lavic, or new Government laws, but because we know it's the right way forward.

We are not afraid to try new things as the world around us changes. Some changes have worked, and some haven't, but we have been quick enough to tweak and adapt a new version to make it work.

Our financial position whilst strong has been of the back of some really smart decisions. We invest heavily back into the club and sometimes it isn't what we buy, rather what we say no to. More members mean more revenue, but it also means more money spent on uniforms and trophies and so on.

Huge thank you to Megan for ensuring our process are set up correctly so auditing and stock control is easier. Megan will take you through where the money has been spent in more detail as



## **Cranbourne Little Athletics Centre**

well as what's still to come that we can invest back into the club during the cross-country season.

For those that aren't aware yet, I would like to mention for those that aren't aware yet, we have been nominated by Lavic for the inaugural Little Athletics Australia Metro Centre of the Year. One centre gets nominated per State so watch this space. In addition, we are also Number 1 in the country for engaging content on social media. We have so much good stuff happening here all the time, so huge thank you to Andy who keeps making us look good! Keep those likes and comments coming!

We are definitely stronger together! It takes an enormous number of dedicated people to run the season and on that note, I would like to acknowledge and personally thank all of you.

To those new to Cranbourne this season, thank you, your help is amazing, and to those who have been around the track a few years and know the drill - you are really appreciated. The club wouldn't be in this position without the week in week out help from you guys!

From ensuring every Saturday is set up, to the computers and gates working, to the canteen and uniform shop, or to the coaching and general help, this club gets better and better each year because of your loyalty and dedication. Thank you.

This season was all about getting back to normal. We did that and blew it out the water.

Next season is our opportunity to bring more good stuff and continue the hard work put in over the past few seasons.

Thank you and hope to see you at XC or back on the track later this year!

### **Treasurer's Report - Megan Crowley**

This year our accounts were again audited by S&H Accountants in Cranbourne. The Club's Financial year is from January to December, and this is our first full financial year, without any COVID Impacts. The club's profit for the financial year per the attached financials is \$52,198.

This result has been directly impacted by the large increase in registrations for the 2022 season (well done to the Registration Team!) and the amazing job of sponsorships and grants. A huge thank you to David Kohl for the amazing job he has done this season. David and Bronwyn will provide more information relating to these sections in their reports.

The increase in registration numbers has also increased many other areas of the club, including uniform and canteen sales. Fundraising has also increased this year, with the fundraising team running several successful raffles throughout the year.

Our day-to-day operating expenses were lower this year due to issues with obtaining regular first aid from St Johns (which is one of our largest expenses). The club tried to



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combat this challenge by investing in providing training to our club officials (of \$1,200) to enable us to still provide care to our athletes when needed.

Rates and Utilities are also still being financed by Melbourne City for the most part, with our electricity and gas fees negotiated at a fixed rate per quarter. This will only continue whilst Melbourne City are occupying our club rooms.

Uniforms expenses also increased during the year with multiple orders having to be placed in order to keep up with the demand of our members. This proved challenging at times, as we are working with external entities and processing delays. A big thank you to Vicky Delgos for all of her assistance in running the uniform shop this year.

Our other major expense for the season is investment back into the club. Sponsorship and Grant monies are utilised to purchase new equipment for our athletes and to ensure that the club can function as well as it possibly can.

Some of our major purchases/upgrades totalling over \$10,000 include:

- 2 x Electronic Starting Devices
- 2 x First Aide Kits
- Multiclass Throw Chair
- Upgrades to general equipment (Cones,
- New Tables for Jump Pits
- 2 x New Computers (secretary & registrar)
- New Mobile Phone for Club

In the 2023 season we will be further looking to upgrade equipment where we can. Some of the items on our wish list for 2023 include:

- More specialised equipment for our Multiclass Athletes
- New High Jump Mat Trolley
- New Trailor for the Club to use at region & state events.
- New signage for around the track (banners & signs)
- New Blocks for our athletes.
- Additional Uniform Secured Storage.
- Specialist Coaching
- Investment back into our coaches to expand their knowledge to assist our athletes.

Finally, we also have many expenses post financial end, which obviously impacts on the above figures. This will include Medals, Printing, Trophies and Presentation Day expenses just to list a few. These expenses are also expected to increase this year as a result of the increased athlete numbers also.

Thank you to all the executive committee and the club for entrusting me with this role. I have enjoyed working with all executive and committee members and financial team members including Vicky (uniforms), Michelle and Bernie (Canteen), Debbie (fundraising) and Dion (Gates). Thank you for the roles you play in enhancing our club.

Finally, also a big thank you also to Bernie and Terry who were our Canteen Manager and assistance for this year. They have been a huge help over the past few seasons and are “retiring” from the role to get some much-earned rest on a Saturday morning. I look forward to the club continuing from strength to strength in 2023.





## **Cranbourne Little Athletics Centre**

### **Head Coach Report - Adam Bocor**

This was my first season as Head Coach and our coaching team hit the ground running. We had ambitions of offering as many coaching opportunities as possible, ranging across all levels of skill and ability.

We delivered on this, with an amazing group of coaches who committed to the plan, providing the athletes with coaching across all events. As coaches we can only do so much, and it is the athletes who put in the hard work and achieved great success. I am so proud of these kids.

We put the hard work in with relays and saw huge progressions to state with multiple state medallist teams. We also saw great success at Region Track & Field. The outstanding performances by athletes at region resulted in a significant amount of state progressions and medallists.

At a centre level the amount of PBs achieved was outstanding, with so many centre records being broken. Overall, the results were more amazing than I could have ever expected.

Going forward we have a few new additions to the coaching crew, who I am really looking forward to working with. The plan will be to continue the trend of offering as many coaching opportunities as we can to the athletes.

We have some new ideas to extend some of our higher achieving athletes with a new initiative in the works. We plan to focus on technique and fitness with all of our athletes, hoping to continue supporting them to reach for the stars and achieve their goals.

# Not-For-Profit -Association Report 2022

Cranbourne Little Athletics Centre

ABN 39 878 069 792

For the year ended 31 December 2022

Prepared by S & H Accountants Pty Ltd

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# Committee's Report

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

### Committee's Report

Your committee members submit the financial report of Cranbourne Little Athletics Centre for the financial year ended 31 December 2022.

### Committee Members

The names of committee members throughout the year and at the date of this report are:

Committee Member	Position	Date Started	Experience	Qualification
Holger Philips	President	2016	5 yrs	
David Kohl	Grants and Funding	2022	NA	
Megan Crowley	Treasurer	2022	NA	
Katrina Bocor	Secretary	2022	NA	
Adam Bocor	Head Coach	2022	NA	
Bronwyn Philipp	Registrar	2022	NA	
Dean McCaughan	Vice President	2022	NA	

### Meetings of Committee Members

During the financial year, a number of committee meetings were held. Attendances by each of committee member during the year were as follows:

Committee Members Name	Number Eligible to Attend	Number Attended
Holger Philips	12	9
Megan Crowley	10	10
Katrina Bocor	10	10
Adam Bocor	10	10
Bronwyn Philipp	10	10
David Kohl	10	10
Dean McCaughan	10	9

### Principal Activities

Sporting events and activities for Juniors in Cranbourne and Surrounding Suburbs

### Operating Result

The surplus for the financial year amounted to \$ 52198.00(Tax exempt), as per 2022 FY

Signed in accordance with a resolution of the Members of the Committee on:

Holger Philipp  
Holger Philipp (Mar 27, 2023 20:57 GMT+11)

Holger Philipp

Date 22 March 2023

Megan Crowley

Megan Crowley

Date 22 March 2023

# Income and Expenditure Statement

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

2022

### Income

#### Donations

Canteen Sales	28,676
Cross Country	824
Fundraising Events	3,300
Gate Bookings	18,600
Grants Received	2,000
Interest Income	72
Registrations	46,836
Relays	1,757
Sponsorships	9,833
Uniforms	29,216
<b>Total Income</b>	<b>141,113</b>

### Cost of Sales

Stock Movement - Canteen	(9,605)
Stock Movement - Uniforms	27,602
<b>Total Cost of Sales</b>	<b>17,997</b>

**Gross Surplus** **123,116**

### Other Income

Other Revenue	363
<b>Total Other Income</b>	<b>363</b>

### Expenditure

Accounting/Audit Fees	440
Canteen Expenses	21,336
Equipment - Athletes	9,450
Equipment - Office & Administration	1,660
Fees	1
Fees - Bank Accounts	49
Fees - Sports TG	1,763
Fees - Square	976
First Aide	1,816
Gate Expenses	7,773
General Expenses	223
IT Expenses	795
Postage, Printing & Stationery	1,297
Presentation Expenses	11,322
Rates & Utilities	287
Registration Expenses	829
Relay Expenses	3,352

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

	2022
Repairs & Maintenance	1,324
Special Events / Fundraising Expenses	4,424
Subscriptions	342
Telstra	1,627
Uniform Expenses	176
Fees - Stripe Fees	16
<b>Total Expenditure</b>	<b>71,281</b>
<b>Current Year Surplus/ (Deficit) Before Income Tax Adjustments</b>	<b>52,198</b>
<b>Current Year Surplus/(Deficit)</b>	<b>52,198</b>
<b>Net Current Year Surplus (Tax exempt)</b>	<b>52,198</b>

The accompanying notes form part of these financial statements. These statements should be read in conjunction with the attached compilation report.

# Balance Sheet

## Cranbourne Little Athletics Centre As at 31 December 2022

31 DEC 2022

### Assets

#### Current Assets

Accounts Receivable	1,200
CLAC - Credit Card	740
CLAC - Everyday Account	55,475
CLAC - Canteen	3,228
CLAC - Term Deposit Account	20,685
Athletics Equipment	138,109
Less Accumulated Depreciation on Athletics Equipment	(138,109)
Stock on Hand - Canteen Stock	11,605
Stock on Hand - Uniforms	59,235
Coles Gift Card	2,000
<b>Total Current Assets</b>	<b>154,168</b>

**Total Assets** **154,168**

### Liabilities

#### Current Liabilities

Accounts Payable	1,476
Sponsorship Received In Advance	4,000
<b>Total Current Liabilities</b>	<b>5,476</b>

**Total Liabilities** **5,476**

**Net Assets** **148,691**

### Equity

Retained Earnings	148,691
<b>Total Equity</b>	<b>148,691</b>



# Notes to the Financial Statements

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

### 1. Summary of Significant Accounting Policies

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act of Consumer Affairs Victoria under the *Associations Incorporation Reform Act 2012*. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared on an accruals basis and are based on historic costs and do not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

#### Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised (if any) over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

#### Impairment of Assets

At the end of each reporting period, the committee reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount. Any excess of the asset's carrying amount over its recoverable amount is recognised in the income and expenditure statement.

#### Provisions

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured at the best estimate of the amounts required to settle the obligation at the end of the reporting period.

#### Accounts Receivable and Other Debtors

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

#### Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

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These notes should be read in conjunction with the attached compilation report.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

#### Revenue Recognition

Revenue is recognised when the centre is legally entitled to the income and the amount can be quantified with reasonable accuracy. Revenues are recognised as GST free amounts received, as club is currently not required to be registered for GST purposes.

Revenue from Canteen: Sales Revenue from canteen sales is recognised when canteen food items and BBQ food items is sold and collected.

Revenue from gates: Revenue from gate hire is recognised when received from hiring Primary and Secondary Schoolbodies.

Revenue from Member Registrations: Revenue from registrations is recognised when received from LA Vic.

Revenue from Fundraising: Revenue received from fundraising activities such as raffles, sausage sizzles & trivia night are recognised as revenue when received

Revenue from Uniform Sales: Revenue from Uniform sales is recognised when uniform is sold and collected is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Canteen purchases relate to items purchased for resale at the club's canteen operated on competition day/night.

Equipment purchases relate to equipment required to run and sustain the Little Athletics program and events it participates in. First Aid Services relate to the provision of first aid on program and meet days.

Fund raising expenses relate to items purchased required for the operation of fund raising activities. Uniform Purchases relate to purchases of said uniform stock for re-sale throughout the season. Where costs cannot be directly attributed to a category they have been shown as other expenses.

#### Financial Assets

Investments in financial assets are initially recognised at cost, which includes transaction costs, and are subsequently measured at fair value, which is equivalent to their market bid price at the end of the reporting period. Movements in fair value are recognised through an equity reserve.

Fixed Assets: Asset purchases are written off in full when they are purchased, however are reflected in the balance sheet as an Asset of the club. The asset is then written off fully and claimed as an expense in the year of purchase. As per club financial reports supplied.

Stock on Hand: Stock on Hand comprises of Canteen Stock and Uniforms. These are recorded at cost and a stock take is undertaken at the beginning and end of each season.

#### Accounts Payable and Other Payables

Accounts Receivable Comprise of amounts due by families on registration fee payment plans for the Cranbourne Little Athletics Centre, and are recognised and carried based on the original invoice. Normal Terms of settlement vary, however must be paid by the end of the summer little athletics season for children to be eligible for end of season awards, and for parents to have voting rights at the AGM. In addition, receivables also includes amounts due from schools for payment of gate hire for school athletics carnivals, and are recognised and carried based on the original invoice. Terms of settlement are 90 days. Bad Debts are written off once identified.

	2022	2021
<b>2. Land and Buildings</b>		
	2022	2021
<b>3. Plant and Equipment, Motor Vehicles</b>		
<b>Plant and Equipment</b>		
Athletics Equipment	138,109	132,789
Less Accumulated Depreciation on Athletics Equipment	(138,109)	(132,789)
<b>Plant and Equipment at Cost</b>		
Computer Equipment	30,825	33,216
<b>Total Plant and Equipment at Cost</b>	<b>30,825</b>	<b>33,216</b>
<b>Accumulated Depreciation of Plant and Equipment</b>		
Less Accumulated Depreciation on Computer Equipment	(30,825)	(33,216)
<b>Total Accumulated Depreciation of Plant and Equipment</b>	<b>(30,825)</b>	<b>(33,216)</b>
<b>Total Plant and Equipment</b>	<b>-</b>	<b>-</b>
<b>Total Plant and Equipment, Motor Vehicles</b>	<b>-</b>	<b>-</b>

These notes should be read in conjunction with the attached compilation report.

# Movements in Equity

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

	2022	2021
<b>Equity</b>		
Opening Balance	96,493	91,426
<b>Increases</b>		
Profit for the Period	52,198	5,067
<b>Total Increases</b>	<b>52,198</b>	<b>5,067</b>
<b>Total Equity</b>	<b>148,691</b>	<b>96,493</b>

# True and Fair Position

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

### Annual Statements Give True and Fair View of Financial Position and Performance of the Association

We, being members of the committee of Cranbourne Little Athletics Centre, certify that –

The statements attached to this certificate give a true and fair view of the financial position and performance of Cranbourne Little Athletics Centre during and at the end of the financial year of the association ending on 31 December 2022.

President

Name: Holger Philipp

Signed:   
Holger Philipp (Mar 22, 2023 20:57 GMT+11)

Dated: 22 March 2023

Treasurer

Name: Megan Crowley

Signed: 

Dated: 22 March 2023

# Auditor's Review

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

### Independent Auditors Report to the members of the Association

We have audited the accompanying financial report, being a special purpose financial report, of Cranbourne Little Athletics Centre (the association), which comprises the committee's report, the assets and liabilities statement as at 31 December 2022, the income and expenditure statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

### Committee's Responsibility for the Financial Report

The committee of Cranbourne Little Athletics Centre is responsible for the preparation and fair presentation of the financial report, and has determined that the basis of preparation described in Note 1 is appropriate to meet the requirements of the Consumer Affairs Victoria under the *Associations Incorporation Reform Act 2012* and is appropriate to meet the needs of the members. The committee's responsibility also includes such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation and fair presentation of the financial report, 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

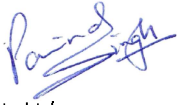
In our opinion, the financial report presents fairly, in all material respects (or gives a true and fair view –refer to the applicable state/territory Act), the financial position of Cranbourne Little Athletics Centre as at 31 December 2022 and (of) its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the requirements of the Consumer Affairs Victoria under the *Associations Incorporation Reform Act 2012*

*As a Normal Not for Profit Organisations , It is impracticable to maintain an effective system of internal control for example cash donations and fundraising activities. So therefore our review on the Club's income was limited to recorded financial records. We are therefore unable to express an opinion whether the income of donations and fundraising is activities is complete. The systems and books are maintained well as far as the recorded data is concern except there is an adjutment Journal number 4202 ( Adjustment to Equipment Write Offs and Adjustments) and 4179 for Canteen Stock Movements and 4189 for Stocktake of Uniforms*

### Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to Note 1 to the financial statements, which describes the basis of accounting. The financial report has been prepared to assist Cranbourne Little Athletics Centre to meet the requirements of the Consumer Affairs Victoria under the *Associations Incorporation Reform Act 2012*. As a result, the financial report may not be suitable for another purpose.

Auditor's signature:



Auditor's address:

S & H Accountants Pty Ltd

Contact

Parminder Hehar

MIPA Rgd Tax Agent

Add: L1/63B High St Cranbourne VIC 3977

Mobile: 0466744704

Tele: 1300 724 829

Dated: 22 March 2023

# Compilation Report

## Cranbourne Little Athletics Centre For the year ended 31 December 2022

Compilation report to Cranbourne Little Athletics Centre.

We have compiled the accompanying special purpose financial statements of Cranbourne Little Athletics Centre, which comprise the asset and liabilities statement as at 31 December 2022, income and expenditure statement, the statement of cash flows, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### The Responsibility of the Committee Member's

The committee of Cranbourne Little Athletics Centre are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet their needs and for the purpose that financial statements were prepared.

### Our Responsibility

On the basis of information provided by the partners we have compiled the accompanying special purpose financial statements in accordance with the basis of accounting as described in Note 1 to the financial statements and APES 315 *Compilation of Financial Information*.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 *Code of Ethics for Professional Accountants*.

### Assurance Disclaimer

We have verified the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. We are satisfied by the supporting documents supplied

The special purpose financial statements were compiled exclusively for the benefit of the committee who are responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility for the contents of the special purpose financial statements.



S & H Accountants Pty Ltd  
Contact  
Parminder Hehar  
MIPA Rgd Tax Agent  
Add: L1/63B High St Cranbourne VIC 3977  
Mobile: 0466744704  
Tele: 1300 724 829

Dated: 22/03/2023