

## 10.6. Cultural Facilities - Joint Strategic Plans review 2022/2023

<b>AUTHOR</b>	Kate Stewart, Manager Library Services
<b>ENDORSED BY</b>	Marcelo Occhiuzzi, Director Community, Planning and Environment
<b>ATTACHMENTS</b>	<ol style="list-style-type: none"><li>1. Community Cultural &amp; Recreational Facilities Policy 2022 [<b>10.6.1</b> - 5 pages]</li><li>2. Nutcote JSP Review 2022-2023 [<b>10.6.2</b> - 8 pages]</li><li>3. Nutcote Annual Report 2022-2023 [<b>10.6.3</b> - 21 pages]</li><li>4. Primrose Park JSP Review 2022-2023 [<b>10.6.4</b> - 11 pages]</li><li>5. Primrose Park AGM/Presidents Report 2022-2023 [<b>10.6.5</b> - 13 pages]</li><li>6. Men's Shed JSP Review 2022-2023 [<b>10.6.6</b> - 4 pages]</li><li>7. Men's Shed 2023 AGM Minutes [<b>10.6.7</b> - 2 pages]</li><li>8. Men's Shed Financial Report 2022-23 [<b>10.6.8</b> - 3 pages]</li></ol>
<b>CSP LINK</b>	<ol style="list-style-type: none"><li>4. Our Social Vitality</li><li>4.2 A centre for creativity and learning</li></ol>

### PURPOSE:

The purpose of this report is to present to Council the 2022/2023 review of Council's Joint Strategic Plans with each of North Sydney's Cultural Facilities:

- May Gibbs' Nutcote Museum
- Primrose Park Art and Craft Centre Inc
- North Sydney Men's Shed

### EXECUTIVE SUMMARY:

- Council supports several creative and cultural facilities which operate out of Council-owned properties and are managed by not-for-profit organisations.
- Council supports their activities in a variety of ways including annual operational grants and subsidies for rates, waste, and property maintenance. Centres can also apply for small, project-based grants.
- Council officers provide professional support and advice on operational and strategic matters and create opportunities for partnerships and involvement in Council programs.
- Each centre has a joint strategic plan, a joint planning statement with Council based on their own strategic plan and Council's Community, Cultural and Recreational Facilities Policy. The joint strategic plan for each cultural centre is reviewed annually and referred to Council.
- Cultural centres provide comments on broad, shared management objectives, as well as on progress and achievements in delivering on their own strategic objectives. Financial data is also considered and informs Council's annual grants and subsidies allocation for the following financial year.

**RECOMMENDATION:**

- 1. THAT** the report be received.

## **Report**

### **May Gibbs' Nutcote Museum**

Nutcote at 5 Wallaringa Avenue Neutral Bay was the home of artist and author May Gibbs from 1925 until her death in 1969. The property is owned by Council but operated and managed by the Nutcote Trust in accordance with the Joint Strategic Plan (drafted by Council and the Trust) and a Conservation Management Plan (CMP) drafted by heritage consultants given its heritage status. Nutcote employs a sole Manager/Curator, with a strong team of volunteer guides, gardeners, tea shop, and gift shop staff.

#### **2022-23 Review: Nutcote**

After some temporary closures during the previous financial year, Nutcote was back to normal opening hours during 2022-23 and visitation to the museum increased by over 50%, with a total of 5,853 visitors attending the museum and special events.

A key focus of the year has been branding and marketing, resulting in a new consistent logo and style guide, a major review of the website, and increased presence and engagement on social media. A major refresh of the streetscape, terrace, and shopfront was completed which included replacement of the gift shop doors, new signage and awnings, new plantings and seating, and the installation of window artwork on the shopfront.

The Nutcote shop has undergone a significant update both physically and online, with an increased stock range focussing on Australian-owned, small business suppliers. Gift shop sales contributed \$91,692 in revenue, nearly double the previous year. Pre-booked high tea tickets have proved extremely popular, with 818 people visiting as part of a Sunday high tea experience.

Nutcote has successfully bid for several grants covering property-related improvements as well as collection management. A Volunteer Museum Project Development Grant from Museums and Galleries NSW enabled the delivery of a new museum plan, prepared with a consultant Historian and museum specialist. The new plan addresses collection care, interpretation, and audience development, providing a guide for strategic and operational activities over the coming years.

### **Primrose Park Art and Craft Centre Inc**

Primrose Park Art and Craft Centre Inc (PPACCI) is in the heritage-listed former Folly Point sewage treatment works pump house. The centre is an independent, incorporated organisation supported by Council, managed, and operated by a committee of volunteers. PPACCI includes a traditional photographic darkroom, a studio with a high-definition AV projector, screen and sound system, and a gallery space for exhibitions. The centre is responsible for providing public liability insurance, annual rent to Council, electricity, and supplies. PPACCI funds these expenses from the quarterly levies collected from its member groups.

## **2022-23 Review: Primrose Park**

In 2022-23 the Centre had a total of six member groups:

- Artists in the Park
- Basketry NSW
- Australian Society of Calligraphy
- Primrose Paper Arts
- Primrose Park Photography
- Textiles Sydney

It was a year of re-establishment for the groups after long periods of Covid disruption, and this is reflected in an increased number of meetings, workshops, displays, and openings.

A number of improvements have been made around the centre including the opening of Matora Lane, providing safe and easy access to the studio for members. Fresh paintwork in the mezzanine area of the centre has created a much-improved display area for future exhibitions.

In addition to membership within the six participating group members, the community is invited to attend via workshops and other activities. Each of the member groups hold monthly exhibitions and workshops, advertised through their own art streams and interest groups, as well as through Council channels. Combined group exhibitions have also been held, and more are planned to encourage collaboration and cooperation between the groups.

Textiles Sydney collaborated with Stanton Library on a number of community creative programs, and workshops were offered to the broader community in eco-printing, beginner papermaking, cyanotypes, bookmaking, and drawing.

Members had the opportunity to display work in the new Ridge Street window gallery, providing great exposure for artists and a new audience for their work.

## **North Sydney Men's Shed**

The Men's Shed has been operating from a small community hall at Smoothery Park in Wollstonecraft since 2008 and provides a central place for men to meet on a regular basis, socialise with peers, and provide a safe space where men can work on projects and nurture their hobbies and interests. The Shed is an independent, incorporated association, managed and operated by a committee of volunteers.

Council leases the community hall to the North Sydney Men's Shed for a peppercorn rent and provides a modest operational subsidy. Council has an allocated annual budget to contribute towards costs of repairs and replacement of tools and equipment.

## **2022-23 Review: Men's Shed**

The Men's Shed has a strong community focus and has collaborated with various Council teams to deliver projects through the year. A number of wooden birds were made for the



'Lost bird found' Mental Health Month initiative, to be decorated by young people in holiday and after-school programs.

Men's Shed members oversaw the design and construction of nine life-size timber sheep for the 'Where is the Green Sheep?' scavenger hunt activity, held during the school holidays for children and families. Over 500 people registered for the program held in partnership with Council's Community Development and Library teams. The sheep provided an opportunity for families to engage in a free community activity and local awareness program as they walked between North Sydney landmarks.

The Shed responded to a request from the Coal Loader Centre for Sustainability to create wooden darning mushrooms, and Shed members often repair furniture and other items for members of the public which would otherwise end up in landfill.

Some improvements have been made to the site with the development of garden beds outside, and the installation of new LEDS with smart controls which has improved the lighting brightness and the energy efficiency in the workspace.

As of June 2023, The Shed had 27 members, and an average of 60 visitations per month.

### **Consultation requirements**

Community engagement is not required.

### **Financial/Resource Implications**

Council provides a combination of annual operational grants to the cultural centres as well as subsidies for rates, insurance, waste, building maintenance, and parking. Funding is allocated according to the Grants and Subsidies budget presented annually to Council.

Operational grants for 2023/24 and proposed figures for 2024/25 are provided below:

<b>Community Centres operational funding</b>	<b>2023/24 funding amount</b>	<b>2024/25 proposed funding</b>
May Gibb's Nutcote Museum	\$32,000	\$34,000
May Gibbs' Nutcote - contribution to public liability insurance	\$6,800	\$7,000
Primrose Park Art and Craft Centre	Nil	Nil
North Sydney Men's Shed	\$3,000	\$3,120
<b>TOTAL</b>	<b>\$41,800</b>	<b>\$44,120</b>



## COMMUNITY, CULTURAL AND RECREATIONAL FACILITIES POLICY

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**Policy Owner:** Director Community, Planning & Environment

**Category:** Operational

**Direction:** 4. Our Social Vitality

### 1. STATEMENT OF INTENT

1.1 Community Centres in North Sydney local government area (LGA) vary widely in ownership, management, purpose and funding levels and they deliver a mix of community services. It is North Sydney Council's intention to preserve this mix, and where possible enhance it. Community Centres are essentially non-profit or break-even ventures managed or facilitated by Council in the interests of the whole community.

1.2 The objectives of this Policy are to:

- a) provide a network of community spaces/programs throughout the North Sydney LGA, fostering among residents, students, the local workforce and Council, a sense of belonging to the North Sydney community;
- b) provide or facilitate provision of high quality and appropriate services;
- c) strive towards making centre based, and outreach, programs and activities for residents affordable and accessible;
- d) overcome social isolation and encourage social connection;
- e) provide community facilities, which would not otherwise be available to the North Sydney community;
- f) maximise the community's use of Council facilities;
- g) facilitate community involvement in management of centres;
- h) support a mix of management models, each appropriate to the centre concerned, so as to tap the skills and enthusiasm of the widest cross section of the community;
- i) provide for centres which, in total, give an adequate level of support to the following key areas: child care (including vacation care); youth services; aged and disability services; family services; arts and culture; activities and services for culturally and linguistically diverse communities; community health (including mental health); adult education; information dissemination; recreation; library services; and historical services;
- j) develop and maintain strategic alliances with other councils, the State and Federal government departments, and the non-

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- government community services sector, to enrich the range and depth of services available to the North Sydney community;
- k) facilitate grant applications, relevant to centre programs;
  - l) maintain the centre buildings and grounds to agreed standards;
  - m) upgrade and enhance community centres where appropriate, based on consultation with the centres' users and providers;
  - n) promote the centres as a council/community good;
  - o) monitor, and assist where appropriate, the centres' financial and management performance through a range of strategies;
  - p) facilitate and initiate new uses/services;
  - q) ensure that services provided through the centres are accessible to all members of the public of the North Sydney LGA; and
  - r) ensure that sub-leasing or room hire of centres is prioritised to groups serving the same needs as those identified in i) above.

## 2. ELIGIBILITY

- 2.1 Community Centres covered by this Policy are listed in the Register of Council Owned/Leased Properties as reported to Council.

## 3. DEFINITIONS

- 3.1 Community centres - are publicly accessible premises owned by Council, or over which Council has care, control and management, whose principal function is the delivery of community services, which support and enhance the quality of life for those living, working and studying in the area, in response to identified need.

## 4. PROVISIONS

- 4.1 Council funding of community centres includes but is not restricted to:
- a) construction of new centres and upgrades funded through the capital works program (including developer contributions through Section 7.11. levies);
  - b) maintenance of the centres funded through the Engineering and Property Services Division's operating budget annual allocation;
  - c) subsidised property rents (rent payable by centres is nominal);
  - d) supporting markets in public open space run by centres for their own sakes and to subsidise the centre activities, conditional upon the centre adhering to a markets management plan drafted by Council;
  - e) co-ordinating and funding cleaning of multi-use centres;
  - f) supporting community development activities funded through the Community and Library Services Division's annual operating budget

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- annual allocation;
    - g) discretionary funding for specific activities and services through the Grants and Subsidies Program (refer to Council's *Community Grants and Subsidies Policy*).
  - 42 Sole-use centres meet their own cleaning costs.
  - 43 Centres wholly managed by Boards independent of Council can offer room hire and are entitled to retain the income.
  - 44 In many cases the programs within centres/facilities are designed to attract 'other levels of government' funding to the North Sydney LGA e.g. to support aged, multicultural or disability services, or alternatively, to attract fully developed and significantly funded services which fulfil an identified local need.
  - 45 In other cases, the programs within the centres/facilities are complementary to existing commercial operations. In these circumstances, Council's complementary role is designed to:
    - a) Contribute to social equity by providing some measure of affordability in the service e.g. child care; and
    - b) Provide a 'whole of community' environment for quality-of-life pursuits  
e.g. education, arts and crafts, where the pursuit, while already provided to some degree by either commercial interests or 'other levels of government' is insufficiently accessible and deserves further support.
  - 46 Council provides direct service (e.g. Youth Centre, Olympic Pool, Library Services and Museum Services) which may benefit from 'other level of government' grants or regular but minor subsidies, but which are essentially a council/community initiative, funded by the local community, with a history of this support, annually renewed, through the budget process.
  - 47 Where community centres are sited on community land, a plan of management will be developed, as required under the *Local Government Act 1993*.

## 5. RESPONSIBILITY/ACCOUNTABILITY

- 5.1 The elected Council is responsible for the allocation of resources with respect to this Policy, through the annual budget process.

**COMMUNITY, CULTURAL AND RECREATIONAL FACILITIES POLICY**

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- 5.2 Council will nominate annually representatives to the Boards/Trusts of community organisations only where the Constitution of the Board in question specifically provides for that. Where no such provision is made, Councillors wishing to serve on these boards would be required to nominate themselves as Board members at the Annual General Meeting of the body concerned.
- 5.3 Council's Community, Planning & Environment Division is responsible for:
- a) management of Stanton Library, Don Bank and Sextons Cottage Museums, Greenwood Child Care Centre, the Vacation Care Program and Planet X Youth;
  - b) policy and program development for community halls not wholly managed by Boards independent of Council;
  - c) evaluation of applications under the *Community Grants and Subsidies Policy* and recommendations to Council;
  - d) information dissemination through community centres;
  - e) development of new centres or new programs;
  - f) specification and special conditions of leases;
  - g) Joint Strategic Plans with centres eligible for grants towards operating expenses; and
  - h) policy on maintenance and upgrading of centres.
- 5.4 Council's Director Community, Planning & Environment is responsible for reporting about proposed activities, including fees and charges for the year ahead; and requiring an annual financial statement and review of the year's activities from each of the centres.
- 5.5 Council's Open Space & Infrastructure Division is responsible for:
- a) leasing agreements - preparation and signing;
  - b) building and grounds maintenance, including where appropriate, cleaning;
  - c) Centre upgrade feasibility studies - recommendations to the Community, Planning & Environment Division and implementations of approved projects;
  - d) developing 10-year Asset Management Plans for each of the centres on community land; and
  - e) management of North Sydney Olympic Pool and the North Sydney Oval complex.
- 5.6 Council's Customer Service & Records Department is responsible for booking the and hiring of Council managed centres.

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## 6. RELATED POLICIES/DOCUMENTS/LEGISLATION

The Policy should be read in conjunction with the following Council policies and documents:

- Asset Management Plans (various)
- Community Grants and Subsidies Policy
- Fees and Charges Schedule
- Joint Strategic Plans (various)
- Register of Council Owned/Leased Properties

The Policy should be read in conjunction with the following documents/legislation:

- Local Government Act 1993

Version	Date Approved	Approved by	Resolution No.	Review Date
1	2 August 2004	Council	794	2008/09
2	16 February 2009	Council	61	2012/13
3	18 February 2013	Council	61	2016/17
4	25 June 2018	Council	214	2020/21
5	10 October 2022	Council	324	2024/25

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Re-adopted by Council 10 October 2022

## Appendix 1

**Nutcote - Review of the Joint Strategic Plan 2022 – 2024****Date: July 2023** Report for FY 2022-23

MANAGEMENT OBJECTIVES	COMPLIES Y/N OR ONGOING
<ul style="list-style-type: none"> <li>To maintain the museum for community-use in accordance with the overall objectives of the Delivery Program 2022-23 and associated documents.</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>To manage the museum in accordance with May Gibbs' Nutcote Strategic Plan 2022-2024</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>To manage the museum in accordance with the aims and objectives of Council's Community, Cultural and Recreation Facilities Policy.</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>To provide and maintain a high-quality community house museum which meets the needs of the local and wider community</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>To cater for people with disabilities within the physical constraints of the museum</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>To provide for public safety</li> </ul>	Complies and ongoing
<ul style="list-style-type: none"> <li>To ensure the strategic plan is flexible able to evolve with changing community attitudes</li> </ul>	Ongoing
<ul style="list-style-type: none"> <li>To be prepared to look beyond the Museum's immediate locality, through maximising existing resources, to enable delivery of outreach services where appropriate and needed</li> </ul>	Ongoing

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The May Gibb's Nutcote Strategic Plan 2022-2024 is framed around four key strategic goals:

GOAL 1: ACCESS, INSPIRATION AND LEARNING	Achieved – Yes/No/Comment
<p>Deliver well-organised, welcoming and consistently high levels of visitor services at the Nutcote Museum, ensuring that house and garden are attractively and professionally presented to the public.</p>	<ul style="list-style-type: none"> <li>• Visitation to the museum increased by over 50% on previous financial year</li> <li>• After some temporary closures during the previous financial year, Nutcote was back to operating at normal hours during 2022-23</li> <li>• Completed a major street scape refresh including; removing the old wooden doors, new signage, installing window decals of May Gibbs images, new awnings, plants, a street library. The terrace also received a refresh with new plantings and seating/shade. Plans have been approved for a new front fence and gate</li> <li>• Updated the Nutcote shop both physically and online. New suppliers were found, focusing on Australian owned small business.</li> <li>• Completed a major review and audit of our branding, resulting in a new consistent logo and style guide.</li> <li>• Tours and refreshments were provided by our loyal House and Café volunteers to our visitors throughout the year. The café which was more closed than open, has benefited from new volunteers and is now open every Wednesday, Thursday, Sunday and every second Friday.</li> <li>• The dedicated Nutcote garden team volunteer every Monday to maintain the gardens. Council assists with lawn mowing and hedge trimming</li> <li>• Revitalised the outdoor café with new furniture through a combination of funds from donations and from a Council grant</li> </ul>
<p>Develop education and learning programs for schools and other groups</p>	<ul style="list-style-type: none"> <li>• Refreshed was our Stage 1 Education Program inhouse with help of staff and volunteers. We updated worksheets, teaching notes and a program for schools was created.</li> <li>• 74 students from 2 x schools (Highfields School and Inaburra School) from visited Nutcote in 2022-23</li> <li>• Applied in 2022 for an Audience Development Grant from Create NSW to fund a more extensive revamp to cover Stages 1-3. Unsuccessful. Have identified future grant opportunities to apply for.</li> </ul>
<p>Create physical access to Nutcote for all ages and abilities</p>	<ul style="list-style-type: none"> <li>• Completed an upgrade of the street level terrace with funds from a donation to Nutcote. Improvements included new garden bed, edible garden, new seating and shading to provide seating for people in wheelchairs.</li> </ul>



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	<ul style="list-style-type: none"> <li>Established a collaboration with Omnia Inclusive Employment Solutions to provide opportunities for young adults with disabilities to gain valuable work experience in our gift shop. Three students, Anant, Kori and Cathy each completed 6-10 weeks internships with us in 2022-23.</li> <li>Added Japanese language tours to our offerings to cater to non English speakers. Grant includes new signage and labels to better cater for people of CALD and deaf</li> </ul>
Deliver public programs	<p>Public programs delivered in 2022-23 FY:</p> <ul style="list-style-type: none"> <li>40 people attended the Mrs Kookaburra Storytime in collaboration with Eaton Gorge Theatre Company in September</li> <li>49 people attended the Society of Book writers and Illustrators Christmas Party event</li> <li>600 people attended the annual Gumnut Fair in November, the first once since Covid shutdowns</li> <li>Officially unveiled the NSW Heritage Blue Plaque on 9<sup>th</sup> December. North Sydney Mayor, Zoe Baker unveiled the plaque with the assistance of children from Neutral Bay Public School.</li> <li>We held a Christmas shopping night on Thursday 15 December.</li> <li>A rainy May Gibbs' Birthday celebration (and Scotty Dog Day) was held on Sunday 22 January with 45 attendees and 14 dogs.</li> <li>Our exclusive Valentine's Day dinner was held on 14 February with 20 attendees.</li> <li>Passive school holidays programs; Easter egg gumnut hunt and wattle wool pom pom activities were held in school holidays,</li> <li>Mother's Day High Teas were held on Sunday 14 May, 47 people attended. A twilight tour of Nutcote for 22 people was held on Friday 21 April as part of Heritage Festival. On the same day Stanton library staff delivered a free craft workshop based on Gibbs' art with 20 attendees.</li> <li>818 people visited Nutcote as part of a Sunday High Tea booking or group bookings</li> <li>3 x children's birthday parties were held at Nutcote</li> <li>1 x wedding was held at Nutcote</li> </ul>
Create exhibitions and publications	<ul style="list-style-type: none"> <li>Conducted a refresh of the children's room and the basement display cabinets in the House.</li> <li>Successfully received a grant for \$3,500 from Create NSW to research and write content for Nutcote Centenary souvenir booklet</li> <li>Collaborated with Stanton Library who allowed us to display items from the Marion Shand collection for the duration of the Heritage Festival. Items included photo albums, bookmarks and original artworks.</li> </ul>
<b>GOAL 2: COMMUNITY ENGAGEMENT</b>	<b>Achieved – Yes/No/Comment</b>

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Broaden and grow our audiences	<ul style="list-style-type: none"> <li>• Welcomed 5853 total visitors to Museum and events in 2022-23 FY</li> <li>• State wide recognition: NSW Heritage Blue Plaque installation at Nutcote was featured in a Channel 9 news story, providing fabulous exposure.</li> <li>• New audience: Nutcote received a full-page article promoting May Gibbs, the museum, our High Tea and new tours in Japanese in <i>Japaralia</i> magazine.</li> <li>• Increased communication; distribution of digital Nutcote News each quarter to 2400 subscribers.</li> <li>• Increased followers on social media channels</li> </ul>								
Inspire our volunteers' contributions to Nutcote	<ul style="list-style-type: none"> <li>• We held a Volunteers Christmas Party in December at Nutcote</li> <li>• For National Volunteer Week in May we arranged a visit to the State Library NSW to view the May Gibbs' Collection with curator Sarah Morley.</li> <li>• May Gibbs' Nutcote volunteers were amongst the lucky people able to board the May Gibbs ferry and cheer her on in the annual Australia Day Ferrython race on Sydney Harbour</li> <li>• Volunteers were invited to attend a workshop day at Nutcote to contribute to the new Museum Plan</li> <li>• We regularly communicate to our volunteers via our group email and newsletter</li> </ul> <p><b>Active regular volunteers at July 1, 2023:</b></p> <table data-bbox="1025 802 1599 916"> <tr> <td>House guides</td> <td>12</td> </tr> <tr> <td>Tearoom</td> <td>7 (plus 2 x duke of Ed. students)</td> </tr> <tr> <td>Garden</td> <td>8</td> </tr> <tr> <td>Shop</td> <td>1</td> </tr> </table>	House guides	12	Tearoom	7 (plus 2 x duke of Ed. students)	Garden	8	Shop	1
House guides	12								
Tearoom	7 (plus 2 x duke of Ed. students)								
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Shop	1								
Strengthen ties with local communities	<ul style="list-style-type: none"> <li>• Strategy to encourage local visitation: in 2022-23 financial year we decided to open the café to locals without them having to pay the entrance fee to visit the museum to establish Nutcote as a community meeting place.</li> <li>• Delivered a full program of public events at Nutcote</li> </ul>								
Strengthen and revise Friends of Nutcote program	<ul style="list-style-type: none"> <li>• Communicated quarterly to life members and past members via our e-newsletter, Nutcote News</li> <li>• Assessing the best options to relaunch this program once a streamlined and efficient member process is in place</li> </ul>								
Expand digital presence to ensure Nutcote remains the primary online resource for May Gibbs/ Nutcote	<ul style="list-style-type: none"> <li>• Completed a major review and audit of our branding, resulting in a new consistent logo and style guide resulting in a major revamp of website, including updating content, images and logos.</li> </ul>								

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	<ul style="list-style-type: none"> <li>Followers on all social media channels increased. We consistently posted content throughout the year. We engaged an industry expert for advice to capitalise on our small but engaged followers</li> </ul>
Develop strong relationships with key stakeholders	<ul style="list-style-type: none"> <li>Sponsored the inaugural “May Gibb’s Nutcote award for best native plant” in the annual North Sydney Council Garden Awards.</li> <li>Building relationships with the two Charities May’s work is licenced to - Cerebral Palsy Alliance and Northcott.</li> <li>Recognition in Parliament: local state member for North Shore, Felicity Wilson MP, recognised our annual Gumnut Fair in NSW parliament.</li> <li>Official and public recognition: unveiling of the NSW Heritage Blue Plaque with North Sydney Mayor, Zoe Baker with assistance of children from Neutral Bay PS. Federal member, Zali Steggall and member for North Shore, Felicity Wilson MP attended.</li> <li>Visitation from new North Sydney General Manager, Therese Manns, on 8 February.</li> <li>Visitation from North Sydney Councillors, Godfrey Santer - Deputy Mayor, William Bourke and Shannon Welch on 10 May.</li> <li>Collaboration with Stanton library on an event and exhibition for Australian Heritage Festival</li> <li>Stakeholder engagement; Megan met with Rosalie May and Kaveri Dubey from Merchantwise, the company who manage the May Gibbs licencing.</li> <li>Created a strong relationship with Sarah Morley, curator of the May Gibbs collection at the State Library NSW</li> </ul>
<b>GOAL 3: CONSERVATION AND CURATORSHIP</b>	<b>Achieved – Yes/No/Comment</b>
Promote key conservation projects	<ul style="list-style-type: none"> <li>Completion of the 10 year Cultural Management Plan (CMP) with North Sydney Council.</li> <li>A large backlog of maintenance and repairs have been completed including; identifying (after two years) the source of a major water leak and repair.</li> <li>Focus on outstanding repairs and updates, as part of CMP, including painting of house and garage and a new front fence and gate, designed to better reflect the original design.</li> <li>NSW Heritage Blue Plaque commemorating May Gibb’s home was installed. Nutcote was chosen to launch the program with visibility on National news.</li> <li>Received a 2022 Volunteer Museum Project Development Grant of \$7,500 from Museums &amp; Galleries NSW to update the Nutcote Museum Plan. The plan will address three key areas, Collection Care, Interpretation and audience development.</li> </ul>
Enhance collections management program	<ul style="list-style-type: none"> <li>Finalised an audit of Peter Kingston items</li> <li>Begun preparation for the update of the Museum plan</li> </ul>

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	<ul style="list-style-type: none"> <li>Plans to update and digitise the Collection Management system and catalogue update is on hold awaiting the recommendations of the updated Museum Plan.</li> </ul>
Share our specialised knowledge with the museum community	<ul style="list-style-type: none"> <li>Event listing in industry newsletters for special opening for Heritage Festival</li> </ul>
Acquire new collection material	<ul style="list-style-type: none"> <li>Currently have a hold on actively acquiring new materials until the audit and collection management update is complete.</li> <li>Updated our donation form to cover small donations we received throughout the year, including May Gibbs books and memorabilia.</li> <li></li> </ul>
<b>GOAL 4: ORGANISATIONAL STABILITY</b>	<b>Achieved – Yes/No/Comment</b>
Financial management	<ul style="list-style-type: none"> <li>Stocktake of the gift shop was held on June 30 and inventory adjusted</li> <li>Simplified and streamlined account codes and processes for the 23-24 financial year budget to more accurately record income.</li> </ul>
Diversify funding base	<ul style="list-style-type: none"> <li>Supplemented majority income from visitors to the museum (via ticket sales, café and shop sales) by creating a small line of products including Nutcote tote bags and Nutcote gingerbread houses.</li> <li>Installed Donorbox (a donation specific platform) to receive donations, previously limited to in person, cheque or via Shopify</li> <li>Improvements made to the online shop, resulting in more sales via this channel</li> <li>Accessed specialist assistance for a Major Funding drive for the 100 Year Celebrations</li> <li>Fundraising plans modified to reflect grant for refurbishment from NSC.</li> </ul>
Develop staff skills and training	<ul style="list-style-type: none"> <li>Induction of staff processes streamlined</li> <li>Attendance by Nutcote Manager at industry training workshops at the Powerhouse Museum covering Visible Thinking Strategies and Preparing Labels.</li> <li>Provided free coffee machine training to current tearoom volunteers.</li> </ul>
Risk management	<ul style="list-style-type: none"> <li>Processes and procedures stored centrally for the Board: installation of Dropbox and update of all IT, including centralised emails</li> <li>Risk Report updated</li> <li>Reviewed and updated all policies.</li> </ul>

## Appendix 1

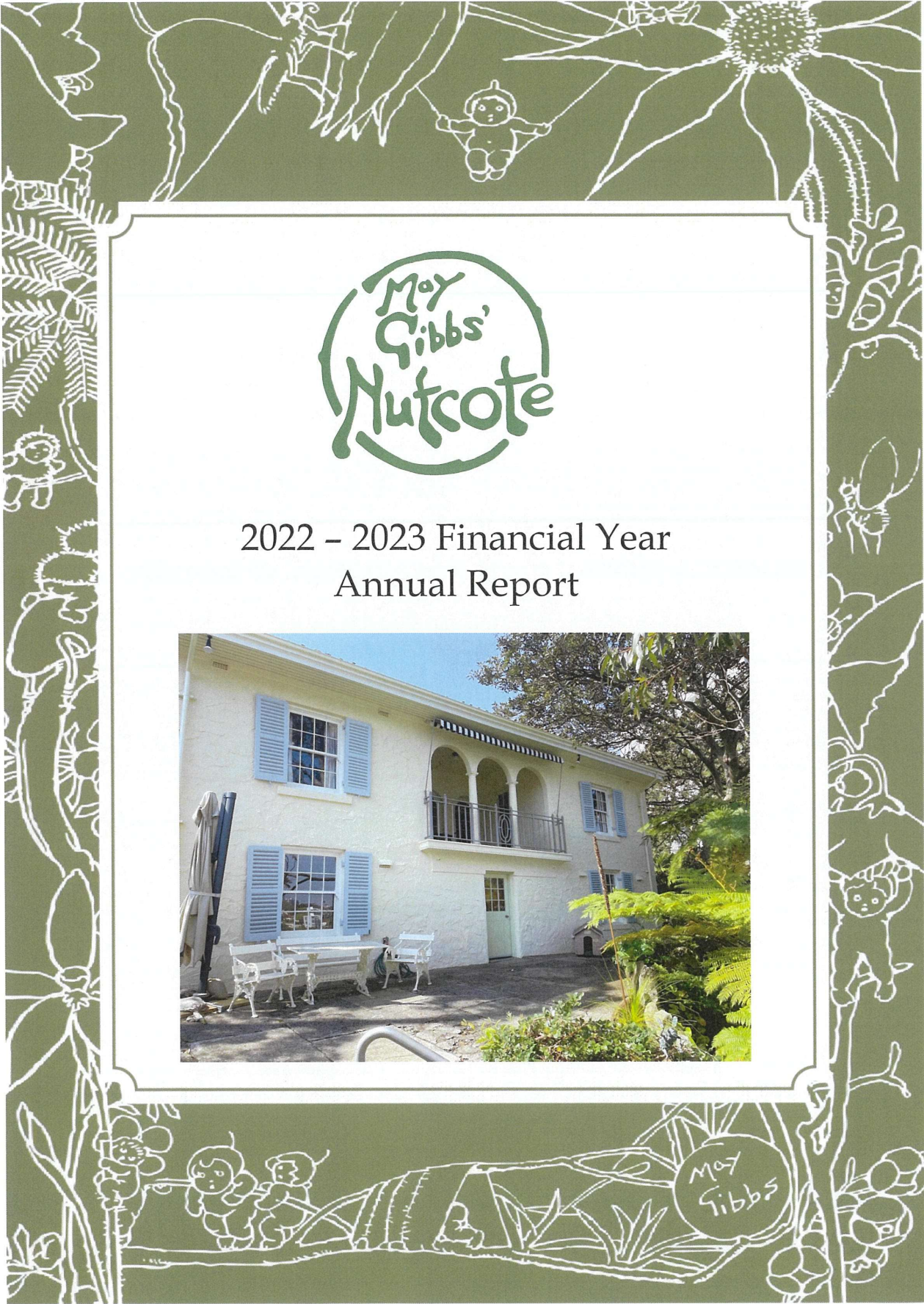
Develop/ review governance policies and operational procedures	<ul style="list-style-type: none"> <li>Developed an Operational Plan to build solid foundations and create sustainability. Continue to update, improve and streamline and digitise systems and processes.</li> </ul>
Develop IT and database strategy	<ul style="list-style-type: none"> <li>Improvements to IT included updating software in laptops and PCs.</li> <li>Completed 12 months of operation using a non for profit subscription to Microsoft office, greatly improving both internal and external email communications and calendar management. The subscription lasts another 9 years.</li> </ul>
Develop IP strategy	<ul style="list-style-type: none"> <li>Developed new Nutcote logo, associated branding and style guide. This has been introduced internally and externally (such as on the website, social media and newsletter).</li> <li>Continued to collaborate and co-operate with the Cerebral Palsy Alliance and Northcott, to enable use of May Gibbs' work to promote Nutcote.</li> <li>Ongoing review of IP strategy.</li> </ul>
Monitor organisational culture	<ul style="list-style-type: none"> <li>Conduct regular check ins both in person and via email with both staff and volunteers. Issues and concerns are dealt with as they arise.</li> <li>Chair conducts manager's annual review.</li> <li>Board regularly engages with and seeks feedback from manager and volunteers, with frequent site visits and representation at special events.</li> </ul>

Appendix 1

**NOTES ON FINANCES**

<b>Grants</b>	<b>NSC</b>	<b>Other</b>		
	\$32,000	\$10,000		
<b>Turnover</b>	<b>Year</b>	<b>Income</b>	<b>Expenditure</b>	
	2022-2023	\$302,774	\$261,761	
<b>Sustainability</b>	<b>Year</b>	<b>Result</b>	<b>Reserves (Equity)</b>	<b>Funded liabilities</b>
	2022-2023	\$41,014	\$3,141,473	\$31,622
	2021-2022	\$410	\$3,100,458	\$22,883
	2020-2021	\$13,738	\$1,303,464	\$21,160





# Contributors

## Patron

Her Excellency the Honourable Margaret Beazley AC QC, Governor of New South Wales and Mr Wilson.

## Board Directors

Sonia Berry	Chair
David Langley	Director
Sue Hardwick	Director Treasurer
Jane Englefield	Director
Kristina Coffey	Director (Commenced February, 2023)
Lucy Jacka	Director (commenced April, 2023)
Anna Hynes	Director (commenced June, 2023)
Y. Brenan (Resigned November, 2022)	

## Employees

Manager	Megan Sadler
Bookkeeper	Angeles Galvez
Casual Museum Assistants	Julie McFarland , Sharyn Stebnickki, Damienne Cahalan, Rebecca Turnbull, Suzanne Kerwan, Alia Alidenes
Casual Café Assistants	Semra Baptis, Alia Alidenes

## Volunteers

Pam	Hyde	Robyn	Vidler	Sandra	Perrin
Ruth	Banfield	Semra	Baptis	Claire	Soos
Dick	Gall	Brooks (Amy)	Simsar	Jennifer	McQueen
Eve	Bagnall	Julie	Sidery-Wood	Alia	Alidenes
Jacqui	Brooks	Laurel	Dyson	Suzanne	Kerwan
Janette	Williamson	Ganor	Kaad	Mikiko	Hanasaki
Linda	Evans	Jan	Sadler	Marlene	Turner
Fiona	Johnstone	Chie	Hamada	Catherine	Barbour
John	Stanbridge	Andrew	Miles	Paul	Lee
Mary	Suter	Jill	Giles	Alice	McCann
Sally	McLennan	Jennifer	Breihl	Leanne	Mitchell
Deborah	Hannes	Sheila	Newman	Bruno	Henke



**Work experience / students**

Ameila	Deldio
Veronique	Beaumon
Genta	Kusnadi
Jovan	Reinaldy Putra
Praya	Dwiputri Susanto

**OUR SUPPORTERS**

Thank you to all Nutcote supporters including North Sydney Council and Stanton Library North Sydney.

A big thanks also to the individuals who donated to Nutcote in 2022/23 FY including Jane Brummitt, Bradley Collings, Jacqui Brooks, AUSOFG, David Langley, Ron Dupen, Johanna Somflet, Susanna Proudman, Bradley Collings, Margot Nimmo, Marita Rostiano, Kate Harvey, Alex Philalay, Judtih Craig, Mary Wilson, Chris Jessup, Sharon Stebnicki, Ferg Brand, Rowena Johns.

**Honorary Life Friends**

Her Excellency Professor Marie Bashir, Jacqui Brookes, Bronte Bentley-Gibbs & Henry Bentley, June Bowman, Linda Evans, Julie Gibbs, Ann Haddon, Jean Hart, Yvonne Hyde, Richard Gall, Peter Kingston, Christobel Mattingley and Maureen Walsh

**Life Friends**

Ruth Banfield, Michael & Caryl Billinghurst, Charlene Bradley, Jane and Bob Brummit, Patricia Burgess, Linda Deall, Laurel Dyson, Linda Evans, Christine Fraser, Anne-Marie Gardiner, Katherine Hopcroft, C Kay, Therese Lake, Judi Lipp, Caroline Minogue, Carolie Webster, Helen Wood, Gaynor Kaad.

# Governance

May Gibbs' Nutcote is registered with the Australian Charities and Not-for-profits Commission (ACNC).

## CHAIR'S REPORT

We are pleased to present this report for the year ending June 2022/23. We continue to welcome a steady flow of visitors to Nutcote for inspiration and learning. Visitation is up on the previous years and we are on budget for the year due in no small part to the efforts of our wonderful manager and volunteers, and the hard work of the Board in assisting the operational team.

Once again, we have been fortunate to have a fabulous group of enthusiastic volunteers without whom we could not function. We have sought to replace outgoing volunteers with new volunteers through various channels, and are pleased to say that the numbers are remaining steady with small increases noted.

We are grateful to our official stakeholders, in particular local state member for North Shore, Felicity Wilson MP, who recognised our annual Gumnut Fair in NSW Parliament, North Sydney Council and North Sydney Mayor, Zoe Baker, who officially unveiled the NSW Heritage Blue Plaque on 9 December 2022. We are also grateful to Northcott and the Cerebral Palsy Alliance for their ongoing support. We are pleased to note that we have formed a collaboration with Omnia Inclusive Employment Solutions to provide opportunities for young adults with disabilities to gain valuable work experience in our gift shop.

As part of our Strategic Plan, one of our key focus areas this year has been the branding and marketing of Nutcote, and we are pleased to report that these initiatives have been successful with a steady growth in visitors, sales and following on Facebook and Instagram shops enabling linked products to social posts and shopping traffic via social media. We will continue this focus in 2024.

We were fortunate to receive a Volunteer Museum Project Development Grant from Museums & Galleries NSW which enabled us to update our museum plan. Historian Dr Kate Gahan presented her findings and recommendations which we will implement in a staged plan. We were also successful in receiving \$3,500 of the \$5,000 we applied for from the RAHS Cultural Grant to assist us with creation of the Nutcote Centenary booklet.

The staff and volunteers at Nutcote have been busy this year holding regular events and developing new ones. The café has benefited from new volunteers and is now open every Wednesday, Thursday, Sunday and every second Friday. Our High Teas are a regular and popular offering at Nutcote and we are pleased to see the numbers increase every month. A new initiative has been the advertising of Japanese tours that have been successful. We have held Wattle Day, Scotty Dog Day, Valentine's Day Dinner, Mother's Day, and our

Annual Gumnut Fair Christmas Party will be held in November. We are thrilled that our bespoke Gingerbread houses and May Gibbs Chocolates have proved to be great gift ideas.

Restoration works continue at Nutcote with fresh paint and a new front gate and fence. The new shop front and terrace area have been transformed to much acclaim. In preparation for the Centenary of Nutcote in 2025, we are working to restore as many original features as we can so that the house reflects the 1920s when it was built and refurbish the kitchen and bathroom areas that are in urgent need of upgrades.

The board's focus this year has been in reviewing operations, branding and marketing, maintaining the site, applying for grants and sourcing funding and supporting staff as they fulfil the Constitutional objectives. It is pleasing that we are making progress on each of these fronts. We would like to foremost thank Manager, Megan Sadler and her team of staff and volunteers for smoothly steering Nutcote during a year of growth. The dedication, passion and commitment from this team is evident to all those that visit Nutcote, feedback is consistently impressive, and her hard work has been appreciated.

Nutcote is extremely grateful to North Sydney Council again this year. Our relationship with the council has been and continues to be critical to our success and we would like to take the opportunity to particularly thank Kate Stewart and Ian Hoskins for their support and guidance throughout this year. We look forward to a continuing constructive relationship.

I'd personally like to thank the Board for their ongoing support. I am grateful to all Directors for their enthusiasm and 'hands on' support of Nutcote. We honoured to be a part of the legacy that is May Gibbs and a privilege to serve her as best we can to ensure future generations continue to benefit from her work which is both timeless and relevant.

Sonia Berry  
Chair  
May Gibbs' Nutcote

#### **TREASURER'S REPORT**

It has been a great relief to experience a whole trading year with no Covid related lockdowns, sound, experienced management, and a stable Board. This has resulted in a healthy surplus of \$41,041 (2022: \$410).

#### **Profit and Loss**

Admissions and admission plus catering package deals have been strong. The Gumnut Fair and other Nutcote events have been a big success in terms of revenue. Also driving revenue is the gift shop and online gift sales contributing \$91,692 (2022: \$46,972). The gift shop stock range has been increased and stock turnover has improved.

Donations (2023: \$20,165 2022: \$11,770) have increased. These include larger year end giving and smaller amounts rounding off or topping off gift shop and tearoom sales. Nutcote has successfully bid for several grants covering not only property related improvements but also for collection management.

Rental income from the 2A Wallaringa Road contributed \$36,560 (2021: 34,500).

The largest category of expense is employment costs for the full time Manger and a growing number of casuals. While Nutcote could not manage without the very loyal volunteers, paid staff are most necessary to cover weekends when visitation is at its highest. North Sydney Council continues to support the Nutcote insurance costs.

Included in expenditure are a computer and air conditioning for the office and gift shop respectively. This is due to the policy approved last year to expense rather than capitalise items under \$5,000. Consequently, depreciation is lower (2023: \$5,754, 2022: \$9,962). Work commenced on improving the website with an expense of \$2,725 incurred in 2023.

Over all expenses were \$198,833 (2020: \$161, 298). Cost of Sales was \$62,928 ( 2022: \$32,190).

#### **Balance Sheet**

Cash held in the Endowment Fund (\$350,000) in a Term Deposit has generated improved interest (2023: \$8,649, \$2022: \$6,651). At year end the Trading account held a healthy \$213,968 (2022: \$170,515).

Following the decision to discontinue the practice of depreciating Exhibits, they are valued in the Balance Sheet at cost. With work commenced on cataloging and curatorship, it is hoped that the true and fair value of exhibits may be thoroughly reconsidered in the 2024 financial year.

The flat at 2A Wallaringa Road was professionally valued in May 2021 at \$2,400,000 and continues to be shown at this value in the Balance Sheet.

The gift shop inventory at year end was \$30,550 (2022: \$ 21,805) and was confirmed by a thorough stocktake revealing almost no old or impaired stock.

The 2023 financial year result was pleasing. It demonstrates that while finances will likely always be tight, Nutcote approaching and planning for its centenary, remains a viable and going concern.

Sue Hardwick  
Treasurer  
May Gibbs' Nutcote

# Other Important information

## CONTACT US

May Gibbs' Nutcote  
5 Wallaringa Avenue, Neutral Bay NSW 2089  
AUSTRALIA

+61 2 9953 4453

[Nutcote.team@maygibbs.com.au](mailto:Nutcote.team@maygibbs.com.au)

[www.maygibbs.com.au](http://www.maygibbs.com.au)

Facebook – May Gibbs' Nutcote  
Instagram @maygibbsnutcote

## ACKNOWLEDGMENTS & THANK YOU

### Corporate & community partners

Bunnings Warringah Mall, Volunteering NSW, Stanton Library and North Sydney Council.

## HOW YOU CAN HELP

- **Volunteer your time** We are always looking for volunteers who can help guide in the house, help in the tearoom, help in the garden, help with graphic design, administration, and with events.
- **Make a donation** Donations can be made via our website, by emailing us at [nutcote.team@maygibbs.com.au](mailto:nutcote.team@maygibbs.com.au) or by sending us a cheque made payable to 'The Nutcote Trust'. Please contact us if you need more information.
- **Leave a bequest**
- **Support an event or fundraising activity**
- **Become a corporate partner**

Email [nutcote.team@maygibbs.com.au](mailto:nutcote.team@maygibbs.com.au) for more information.

### Other ways you can help our cause

By visiting May Gibbs' Nutcote you can see May's home and garden and learn more about her life and works.

May Gibbs left the copyright of her books to two children's charities, Northcott Society and The Cerebral Palsy Alliance. By purchasing items from our gift shop you not only keep May's legacy alive but also assist these charities.

Nutcote as well as Charlene Bradley raised a large sum of money to have May's work digitised for the State Library of NSW. The collection can be viewed [here](#).

Stanton Library at North Sydney also has information regarding May's life and can be visited in person or [online](#)



# Annual Report

Nutcote Trust Pty Ltd

ABN 13 003 963 148

For the year ended 30 June 2023

## Contents

- 3 Directors Declaration
- 4 Profit and Loss
- 7 Balance Sheet
- 8 Notes to the Company's Financial Statements
- 12 Auditor's Report



## Directors Declaration


### Nutcote Trust Pty Ltd For the year ended 30 June 2023

The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The directors of the company declare that:

1. The financial statements and notes, present fairly the company's financial position as at 30 June 2023 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements; and
2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors.

  
\_\_\_\_\_

Director:



Dated: 13 December 2023

## Profit and Loss

### Nutcote Trust Pty Ltd For the year ended 30 June 2023

	2023	2022
<b>Income</b>		
Sales - Admission	34,366	24,696
Sales - Cafe	16,095	23,458
Sales - Donation Friends	5,000	11,770
Sales - Events and Programs	10,281	-
Sales - Exhibition and Function Income	-	2,280
Sales - Friends Subscription	-	1,054
Sales - Gift Shop	91,567	38,208
Sales - Gift Shop Online	8,126	8,764
Sales - Package Deal	35,323	-
Sales - Venue Hire	4,545	-
<b>Total Income</b>	<b>205,303</b>	<b>110,229</b>
<b>Less Cost of Sales</b>		
Cost of Sales - Events & Programs	3,321	-
Cost Of Sales for Cafe	11,649	4,710
Cost of Sales Gift Shop	56,702	27,480
Opening Stock	21,805	21,805
Closing Stock	(30,550)	(21,805)
<b>Total Less Cost of Sales</b>	<b>62,928</b>	<b>32,190</b>
<b>Gross Profit</b>	<b>142,376</b>	<b>78,039</b>
<b>Plus Other Income</b>		
Donations - Endowment	-	50
Donations - general	15,166	491
Interest Income - Endowment Funds	1,998	3,004
Interest Income - Operating Accounts	1,748	88
North Sydney Council Subsidy	32,000	31,900
NSC other subsidy	10,000	-
Rent Received 2A Wallaringa	36,560	34,500
Revenue - Local Govt. Grant	-	13,636
<b>Total Plus Other Income</b>	<b>97,471</b>	<b>83,669</b>
<b>Total Income</b>	<b>239,847</b>	<b>161,708</b>
<b>Less Operating Expenses</b>		
Accounting Fees	11,610	9,875
Advertising	654	-
Annual Leave Provision Adjustment	3,853	2,920
Audit Fees	2,600	-
Bank Charges	96	125
Cleaning	3,465	2,411

## Profit and Loss

	2023	2022
Computer Supplies	-	1,321
Council Rates - Flat 2A	1,495	1,487
Credit Card Charges, Shopify & Eventbrite	1,265	646
Depreciation - Gift Shop	524	638
Depreciation - House & Garden	145	-
Depreciation - Tea Rooms	384	457
Depreciation Building NSC	-	4,880
Depreciation Leasehold Improvements	2,646	3,556
Depreciation Office and Admin	1,600	432
Electricity House	2,900	1,760
Electricity Office/2A	1,342	1,191
Employment costs	-	535
Equipment under \$5000 - Gift shop	7,056	93
Equipment under \$5000.00 - Office	2,650	-
Exhibition and Function Expenses	-	5,454
Flat 2A Expenses	4,409	6,718
Freight on Stock	-	14
Garden Costs	561	77
General Expenses	156	772
Grant Expenditure - Johnston Grant	-	1,982
Insurance	-	6,199
Insurance NSC	-	(3,548)
Long services leave expense	-	(8,625)
Management Fees - Unit	700	-
Marketing	1,132	10,125
Merchant Fees	1,555	809
Nutcote News	-	94
Petty Cash - Gift Shop & Tearoom	-	(192)
Postage for online	1,183	1,379
Postage Office and admin	-	53
Printing & Stationery	673	320
Public Amenities	965	846
Repairs & Maintenance - Garden	904	45
Repairs & Maintenance - House	1,452	719
Repairs & Maintenance - Unit	-	1,087
Repairs & Maintenance Office & Admin	2,018	2,298
Repairs & Maintenance Tea Rooms	-	668
Repairs and Maintenance Gift Shop	1,705	-
Staff Amenities	523	170
Subscriptions and Fees	4,988	3,993
Superannuation Casual Employees	512	1,908
Superannuation Permanent Employees	11,100	5,999
Telephone and Internet Charges	1,994	1,747
Training and Development	74	228
Travel - National	86	66

## Profit and Loss

	2023	2022
Wages and Salaries Permanent Employees	83,560	69,289
Wages Casuals	27,578	14,767
Water Rates - Unit	596	453
Water Rates Nutcote Property	2,088	1,503
Web Site Hosting	2,725	145
Workers Compensation	1,314	1,409
<b>Total Less Operating Expenses</b>	<b>198,833</b>	<b>161,298</b>
<b>Profit/(Loss) before Taxation</b>	<b>41,014</b>	<b>410</b>
<b>Net Profit After Tax</b>	<b>41,014</b>	<b>410</b>
<b>Net Profit After Distributions/Dividends Paid</b>	<b>41,014</b>	<b>410</b>

## Balance Sheet

### Nutcote Trust Pty Ltd As at 30 June 2023

	NOTES	30 JUN 2023	30 JUN 2022
<b>Assets</b>			
<b>Current Assets</b>			
Cash & Cash Equivalents	2	574,476	529,743
Trade & Other Receivables	3	-	9,939
Other Current Assets	4	30,750	23,402
<b>Total Current Assets</b>		<b>605,226</b>	<b>563,084</b>
<b>Non-Current Assets</b>			
Property, Plant & Equipment	5	2,567,868	2,560,257
<b>Total Non-Current Assets</b>		<b>2,567,868</b>	<b>2,560,257</b>
<b>Total Assets</b>		<b>3,173,095</b>	<b>3,123,341</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade & Other Payables	6	14,385	15,764
Goods & Services Tax	7	3,550	2,935
Other Current Liabilities	8	13,687	4,183
<b>Total Current Liabilities</b>		<b>31,622</b>	<b>22,883</b>
<b>Total Liabilities</b>		<b>31,622</b>	<b>22,883</b>
<b>Net Assets</b>		<b>3,141,473</b>	<b>3,100,459</b>
<b>Equity</b>			
Other Equity	9	3,033,230	3,033,230
Retained Earnings / Accumulated Losses	10	108,243	67,228
<b>Total Equity</b>		<b>3,141,473</b>	<b>3,100,459</b>

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

# Notes to the Company's Financial Statements

## Nutcote Trust Pty Ltd For the year ended 30 June 2023

### 1. Statement of Significant Accounting Policies

The directors of Nutcote Trust Pty Ltd prepared the financial statements of the company on the basis that the company is a non-reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the requirements of the constitution, the information needs of stakeholders and for the basis of preparation of the income tax return.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, which the directors have determined are appropriate to meet the purposes of preparation. Such accounting policies are consistent with the previous period unless stated otherwise. The financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes.

#### Income Tax

The income tax expense for the year comprises current income tax expense. The company does not apply deferred tax.

Current income tax expense charged to the profit or loss is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, as at the end of the reporting period. Current tax liabilities are therefore measured at the amounts expected to be paid to / recovered from the relevant taxation authority.

#### Property, Plant and Equipment

Property, plant and equipment is initially recorded at the cost of acquisition or fair value less, if applicable, any accumulated depreciation and impairment losses. Plant and equipment that has been contributed at no cost, or for nominal cost, is valued and recognised at the fair value of the asset at the date it is acquired. The plant and equipment is reviewed annually by directors to ensure that the carrying amount is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the utilisation of the assets and the subsequent disposal. The expected net cash flows have been discounted to their present values in estimating recoverable amounts.

Freehold land and buildings are measured at their fair value, based on periodic, but at least triennial, valuations by independent external valuers, less subsequent depreciation for buildings.

Increases in the carrying amount of land and buildings arising on revaluation are credited in equity to a revaluation surplus. Decreases against previous increases of the same asset are charged against fair value reserves in equity. All other decreases are charged to profit or loss.

Any accumulated depreciation at the date of revaluation is offset against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

#### Trade and Other Receivables

Trade receivables and other receivables, including distributions receivable, are recognised at the nominal transaction value without taking into account the time value of money. If required a provision for doubtful debt has been created.

#### Trade and Other Payables

Trade and other payables represent the liabilities for goods and services received by the company that remain unpaid at 30 June 2023. Trade payables are recognised at their transaction price. They are subject to normal credit terms and do not bear interest.

#### Provisions

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

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

## Notes to the Company's Financial Statements

**Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held on call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

**Revenue Recognition**

Revenue from the sale of goods is recognised upon the delivery of goods to customers.  
 Revenue from the rendering of services is recognised upon the delivery of the services to customers.  
 Revenue from commissions is recognised upon delivery of services to customers.  
 Revenue from interest is recognised using the effective interest rate method.  
 Revenue from dividends is recognised when the entity has a right to receive the dividend.

All revenue is stated net of the amount of goods and services tax (GST).

**Goods and Services Tax**

Transactions are recognised net of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the balance sheet.

	2023	2022
<b>2. Cash &amp; Cash Equivalents</b>		
<b>Bank Accounts</b>		
Endowment	350,000	350,000
Everyday Account	213,968	170,515
Investment from Endowment Policy	8,649	6,651
Mastercard Account	1,859	2,577
<b>Total Bank Accounts</b>	<b>574,476</b>	<b>529,743</b>
<b>Total Cash &amp; Cash Equivalents</b>	<b>574,476</b>	<b>529,743</b>
	2023	2022
<b>3. Trade &amp; Other Receivables</b>		
<b>Current</b>		
<b>Prepayments</b>		
Prepayments	-	610
<b>Total Prepayments</b>	<b>-</b>	<b>610</b>
Accounts Receivable	-	9,330
<b>Total Current</b>	<b>-</b>	<b>9,939</b>
<b>Total Trade &amp; Other Receivables</b>	<b>-</b>	<b>9,939</b>
	2023	2022
<b>4. Other Current Assets</b>		
Cash Float and Sales	200	1,596
Inventory Gift Shop	30,550	21,805
<b>Total Other Current Assets</b>	<b>30,750</b>	<b>23,402</b>

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

## Notes to the Company's Financial Statements

	2023	2022
<b>5. Property Plant &amp; Equipment</b>		
<b>Buildings</b>		
Buildings 2A Wallaringa	2,400,000	2,400,000
<b>Total Buildings</b>	<b>2,400,000</b>	<b>2,400,000</b>
<b>Leasehold Improvements</b>		
Leasehold Improvements at Cost	376,942	376,604
Less Accumulated Depreciation Leasehold improvements	(294,547)	(291,900)
Leasehold Improvements - Garden	26,961	26,961
Less Accumulated Depreciation Garden Improvements	(21,296)	(21,151)
<b>Total Leasehold Improvements</b>	<b>88,060</b>	<b>90,513</b>
<b>Plant &amp; Equipment</b>		
Computer Software	2,185	2,185
Less Accumulated Depreciation Computer Software	(2,185)	(2,185)
Garden - Furniture and Fittings	4,801	4,801
Less Accumulated Depreciation on Garden Items	(4,801)	(4,801)
Gift Shop Equipment	30,638	30,638
Less Accumulated Depreciation on Gift Shop Equipment	(27,990)	(27,466)
Office - Equipment	35,491	35,491
Less Accumulated Depreciation on Office Equipment	(36,957)	(35,357)
Office - Furniture and Fittings	6,349	6,349
Less Accumulated Depreciation on Office Furn & Fittings	(6,349)	(6,349)
Tea Room Equipment	37,098	24,526
Less Accumulated Depreciation on Tea Room Equipment	(22,879)	(22,495)
<b>Total Plant &amp; Equipment</b>	<b>15,402</b>	<b>5,337</b>
<b>Other Fixed Assets</b>		
3A Exhibits at Cost	64,406	64,406
<b>Total Other Fixed Assets</b>	<b>64,406</b>	<b>64,406</b>
<b>Total Property Plant &amp; Equipment</b>	<b>2,567,868</b>	<b>2,560,257</b>

**6. Trade & Other Payables**

<b>Current</b>		
<b>Employee Entitlements</b>		
Superannuation Payable	-	58
<b>Total Employee Entitlements</b>	<b>-</b>	<b>58</b>
<b>PAYG Payable</b>		
PAYG Withholdings Payable	4,176	4,195
<b>Total PAYG Payable</b>	<b>4,176</b>	<b>4,195</b>

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



## Notes to the Company's Financial Statements

Accounts Payable	10,209	11,511
<b>Total Current</b>	<b>14,385</b>	<b>15,764</b>
<b>Total Trade &amp; Other Payables</b>	<b>14,385</b>	<b>15,764</b>
	2023	2022

**7. Goods & Services Tax**

GST	3,550	2,935
<b>Total Goods &amp; Services Tax</b>	<b>3,550</b>	<b>2,935</b>
	2023	2022

**8. Other Current Liabilities**

All other grants	5,000	-
Annual Leave Provision	8,164	4,311
Deferred Prize Money	100	100
Deposit Received	-	(227)
Rent Received in Advance	1,000	-
Wages Salary Packaging	(577)	-
<b>Total Other Current Liabilities</b>	<b>13,687</b>	<b>4,183</b>
	2023	2022

**9. Other Equity**

Asset Revaluation Reserve	2,078,220	2,078,220
Capital Account B/Fwd	604,910	604,910
Endowment Fund	350,000	350,000
Settlement Account	100	100
<b>Total Other Equity</b>	<b>3,033,230</b>	<b>3,033,230</b>
	2023	2022

**10. Retained Earnings / Accumulated Losses**

<b>Current Year Earnings</b>		
Current Year Earnings	41,014	410
<b>Total Current Year Earnings</b>	<b>41,014</b>	<b>410</b>
<b>Retained Earnings / Accumulated Losses</b>		
Retained Earnings	67,228	66,818
<b>Total Retained Earnings / Accumulated Losses</b>	<b>67,228</b>	<b>66,818</b>
<b>Total Retained Earnings / Accumulated Losses</b>	<b>108,243</b>	<b>67,228</b>

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

## Auditor's Report

### Nutcote Trust Pty Ltd For the year ended 30 June 2023

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

We have audited the accompanying financial report, being a special purpose financial report, of Nutcote Trust Pty Ltd (the association), which comprises the committee's report, the assets and liabilities statement as at 30 June 2023, the income and expenditure statement for the year then ended, cash flow statement, 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.

#### The Responsibility for the Financial Report

The directors of the company are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial report are appropriate to meet the financial reporting requirements of the company's constitution and are appropriate to meet the needs of the members. The directors' responsibilities also includes designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### 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.

#### Independence

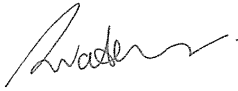
In conducting our audit, we have complied with the independence requirements of the Australian professional ethical pronouncements

Auditor's Report

**Auditor's Opinion**

In our opinion, the financial report presents fairly, in all material respects the financial position of Nutcote Trust Pty Ltd as at 30 June 2023 and of its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements

Watkins & Associates Accountancy and Assurance



Auditor's signature: Richard Watkins

Dated: 14/11/2023

## Appendix 1

**Primrose Park Art & Craft Centre - Review of the Joint Strategic Plan Date: 2022/23**

The Primrose Park Art & Craft Centre's 2021-23 Strategic Plan is framed around the following Management & Specific Management Objectives.

MANAGEMENT OBJECTIVES	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>● <b>To manage the centre for community use in accordance with the overall objective of Council's current Delivery Program and associated documents</b></li> </ul>	<p>Yes. The facility is used only for member groups, their members and the local and broader community. Workshops, talks and other events are offered not only to members but also to the broader community.</p>
<ul style="list-style-type: none"> <li>● <b>To manage the centre in accordance with the Primrose Park Art and Craft Centre Strategic Plan 2021 – 2023</b></li> </ul>	<p>Yes. This document reviews our activities against that plan.</p>
<ul style="list-style-type: none"> <li>● <b>To manage the centre in accordance with the aims and objectives of Council's Community Centre, Cultural and Recreational Facilities Policy</b></li> </ul>	<p>Yes.</p>
<ul style="list-style-type: none"> <li>● <b>To provide and maintain a high-quality community centre which meets the needs of the local and wider community</b></li> </ul>	<p>Yes The facility is maintained as a working and exhibiting space which inspires members to create and collaborate. In addition to membership within the six participating group members, the community is invited to attend through workshops and open days.</p>

## Appendix 1

<ul style="list-style-type: none"> <li>● <b>To cater for people with disabilities within the physical constraints of the centre</b></li> </ul>	<p>Yes. There continue to be ongoing issues with the lift which reduces attendance by members who cannot manage the stairs.</p>
<ul style="list-style-type: none"> <li>● <b>To provide for public safety</b></li> </ul>	<p>Yes. Emergency protocols are reviewed, followed and tested. New protocols were recently put in place and tested. Members are encouraged to ensure the space is safe.</p>
<ul style="list-style-type: none"> <li>● <b>To ensure the strategic plan is flexible and able to evolve with changing community attitudes</b></li> </ul>	<p>Yes. The program continues to work well despite six member groups being involved.</p>
<ul style="list-style-type: none"> <li>● <b>To be prepared to look beyond the Centre's immediate locality, through maximising existing resources, to enable delivery of outreach services where appropriate and needed</b></li> </ul>	<p>Yes. With the support and behest of our NSC coordinators, Textiles Sydney has engaged with Stanton Library to run programs this year.</p>

## Appendix 1

SPECIFIC MANAGEMENT OBJECTIVES - FINANCE	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>Maintain minimum prudential reserves (all funds are kept in the Commonwealth Bank)</li> </ul>	<p>Yes. Our financial position is reviewed quarterly. There is a large enough term deposit that ensures that reserves are prudential.</p>
<ul style="list-style-type: none"> <li>Maintain current Public Liability Insurance (PL) \$20,000,000 &amp; Contents Insurance</li> </ul>	<p>Yes. This is reviewed annually.</p>
<ul style="list-style-type: none"> <li>Review the basis of charging Groups for PPACCI membership as required</li> </ul>	<p>Yes. These are reviewed annually. This year the decision was made not to increase levies, though this will be reviewed again next year. Any changes to this position can be agreed by the majority of group members as required throughout the year.</p>
<ul style="list-style-type: none"> <li>Currently PPACCI bankers are CBA with electronic banking</li> </ul>	<p>Yes.</p>

## Appendix 1

SPECIFIC MANAGEMENT OBJECTIVES – CENTRE MANAGEMENT and GOVERNANCE	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>Seek additional Committee members from groups to assist with the management and rotate the Chair of PPACCI generally every 3 years</li> </ul>	<p>Yes. While the representatives of the groups were accounted for, two positions on the committee were vacant during parts of the year.</p>
<ul style="list-style-type: none"> <li>Review the PPACCI Rules of Association and Guidelines for Operation (each 3 years)</li> </ul>	<p>Yes. This is due for review next year.</p>
<ul style="list-style-type: none"> <li>Maintain a risk management plan incorporated into the PPACCI rules in accordance with Council’s Risk Management Strategy</li> </ul>	<p>Yes. This is due for review next year.</p>

## Appendix 1

<ul style="list-style-type: none"> <li>Assessment of signage to advise which Group is currently using the Centre</li> </ul>	<p>Yes. Signage was made for the foyer and has been maintained.</p>
<ul style="list-style-type: none"> <li>Maintain an accessible database for easy reference for all significant PPACCI documentation including the Centre's rules, and other relevant documents. Including the constitution/Rules of Association of each group</li> </ul>	<p>Yes. This will be a project for the new committee.</p>
<ul style="list-style-type: none"> <li>Encourage each member group to support the community outreach objectives of PPACCI</li> </ul>	<p>Yes. A record of these events is also recorded with each of the member groups annual reports.</p>

SPECIFIC MANAGEMENT OBJECTIVES – PPACCI WEBSITE	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>Maintain the new look and user-friendly website</li> </ul>	<p>Yes. <a href="https://primrosepark.com.au/">https://primrosepark.com.au/</a></p>



Appendix 1

<ul style="list-style-type: none"><li>● Review the website regularly to make sure it fulfills the needs of the member groups and the public</li></ul>	Yes. This is done as each group notifies the web manager. Most changes involve calendar management.
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## Appendix 1

SPECIFIC MANAGEMENT OBJECTIVES – BUILD AND MAINTAIN STRONGER INTERGROUP RELATIONSHIPS	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>● Hold regular joint exhibitions, demonstrations and mini workshops open to the public</li> </ul>	<p>Yes. Each of the member groups hold monthly exhibitions and workshops. These are advertised through their own art streams and interest groups. The NSC event page is also used.</p>
<ul style="list-style-type: none"> <li>● Hold an annual Open Day with demonstrations, workshops, and displays each year</li> </ul>	<p>Yes. Open Day with a “Come Fly a Kite” theme is/was scheduled/held in September.</p>
<ul style="list-style-type: none"> <li>● Encourage interaction of Group members in order to appreciate and utilise different artistic skill sets</li> </ul>	<p>Yes. While there has been some cross pollination between groups, there is more work to be done in this area. The Oct 2022 group exhibition contributed to this.</p>
<ul style="list-style-type: none"> <li>● Encourage Management Committee members to attend different Group meetings to meet other members</li> </ul>	<p>No. This has not happened yet.</p>
<ul style="list-style-type: none"> <li>● Develop communications for each group to notify other groups of upcoming events and workshops (e.g. noticeboard and the website blog)</li> </ul>	<p>Yes. This is done via emails which are shared either in whole or in part with group members. The method varies by group.</p>

## Appendix 1

SPECIFIC MANAGEMENT OBJECTIVES – OCCUPATIONAL HEALTH & SAFETY	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>The Code of Conduct for Councillors and Staff, North Sydney Council is being applied to activities of the Groups' members and of the Management Committee, especially in relation to reasonable behaviour, bullying, discrimination on ground of gender, race, physical disability, and standards and conflicts of interest</li> </ul>	Yes. This information was shared with each group's members. It will need to be shared as part of each member's renewal.
<ul style="list-style-type: none"> <li>Annual OH&amp;S site inspection</li> </ul>	Yes.
<ul style="list-style-type: none"> <li>Signage for Emergency Evacuation Plan prominently displayed</li> </ul>	Yes. Recent signage was amended and remounted.
<ul style="list-style-type: none"> <li>All visitors to the Centre to be made aware of the Emergency Evacuation Plan</li> </ul>	Yes.
<ul style="list-style-type: none"> <li>Annual monitoring and update of fire evacuation and emergency procedures, and chemical storage policies</li> </ul>	Yes. These were reviewed/tested/amended this year.

## Appendix 1

SPECIFIC MANAGEMENT OBJECTIVES – MAINTENANCE REQUIREMENTS	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>Address and facilitate the Centre’s maintenance needs through appropriate Council mechanisms</li> </ul>	Yes.
SPECIFIC MANAGEMENT OBJECTIVES – FUTURE COMMUNITY ENGAGEMENT, PLANNING & ACTIVITIES	Achieved – Yes/No/Comment
<ul style="list-style-type: none"> <li>Develop an integrated and community-based Marketing Plan for PPACCI to encourage greater awareness of the Centre especially amongst younger community members</li> </ul>	Yes. Our Open Day scheduled for Oct 2023 particularly will appeal to kids and younger families with a kite flying theme. Events held by Textiles Sydney at Stanton Library seem to draw a younger crowd as well.
<ul style="list-style-type: none"> <li>Establish a liaison with Community Centres in the North Sydney Council Area to increase cross-facility opportunities</li> </ul>	While PPACC groups have had some meetings at Stanton library as part of their outreach, there has not been liaison work with Community Centres in the the NSC area. We will request support from our liaison team for next review period.
<ul style="list-style-type: none"> <li>Advertise the Centre in member groups’ professional forums</li> </ul>	Yes. This is done by each of the groups.

Appendix 1

<ul style="list-style-type: none"> <li>• Advertise the Groups’ activities to other community groups such as Senior citizens, and specific programs developed for children</li> </ul>	<p>Yes. The Open Day events and events for Textiles Sydney are marketed to the schools in the north shore. Textiles Sydney also worked with the North Sydney Mens Shed to make darning mushrooms for sale at free Repair Cafes held by Textiles Sydney around the North Sydney area. PPA offered workshops to the broader community including eco-printing, beginner papermaking, cyanotypes, book making, drawing/mark-making.</p>
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**NOTES ON FINANCES**

<b>Grants</b>	<b>NSC</b>	<b>Other</b>		
	0	0		
<b>Turnover</b>	<b>Year</b>	<b>Income</b>	<b>Expenditure</b>	
	2023	\$12146	\$16118	
<b>Sustainability</b>	<b>Year</b>	<b>Result</b>	<b>Reserves (Equity)</b>	<b>Funded liabilities</b>
	2023	(-\$3972)	\$12750	\$3000

Appendix 1

## Primrose Park Art and Craft Centre Inc.

### Annual General Meeting Minutes

Held at PPAAC at 7:45 pm, 23 October 2023



#### 1.0 Attendance, apologies and 2022 AGM Minutes

Attendees:

Dinah Beeston (DB) President, Katherine Henry (KH) Vice President, Shas Baker (SB) Committee member, Robyn Miles (RM) Rep Artists in Park, Robert Howe (BH) Rep Australian Society of Calligraphers, Marg Aiken (MA) Rep Basketry NSW, Mandy Burgess (MB) Rep Primrose Paper Arts, Deb Mooney (DM) Rep Primrose Park Photography, Jane Theau (JT) Rep Textiles Sydney.

Artists in the Park: Penny Murray, Helen Harow, Maureen McFadyen, Eve Walter, Maria Johnson, Julienne Blunck, Virginia Moorfield, Kathie Mason, Vivienne Goldschmidt, Jenny Lane, Linda Rosenman.

Textiles Sydney: Alison Muir, Frances Ergen, Maryann Apte, Pamela Smith

Basketry NSW: Elizabeth Taylor

North Sydney Council: Jennifer Cheeseman, Lisa Woolfe

Apologies: Ron Switzer,

Minutes of 2022 AGM were accepted as true and accurate. Moved by Katherine Henry. Seconded by Jane Theau.

#### 2.0 President's Report

Dinah thanked the committee for all the work that they have done over the past year – it has been a challenging one. She thanked Jenny Cheeseman for all the support she has given us during the year, Andy for managing the Mezzanine gallery and the groups for all the work they are doing to develop, organise, and promote our activities to the wider community.

2.02 Complete President's Report, at Appendix A

#### 3.0 Treasurer's Report (Dinah Beeston in Ron Switzer's absence)

Financially we are in a weak position, our cash on hand on 30 June 2023 was \$2,749.00 with no liabilities.

PPACCI has a \$10,000 term deposit with the Commonwealth Bank of Australia

PPACCI total equity on 30 June 2023 was \$12,749.00 excluding the \$3K grant

Complete Treasurer's reports, P&L and Balance Sheet at Appendices B

#### 4.0 Confirmation of PPACCI Members groups and representatives

Artists in the Park, Robyn Miles

Basketry NSW, Marg Aiken

Australian Society of Calligraphy, Bob Howe

Primrose Paper Arts, Mandy Burgess

Primrose Park Photography, Deb Mooney

Textiles Sydney, Jane Theau

#### 5.0 Group Reports

Each of the member groups presented their reports.

Artists in the Park report, Appendix C  
Basketry NSW report, Appendix D  
Australian Society of Calligraphy report, Appendix E  
Primrose Paper Arts report, Appendix F  
Primrose Park Photography report, Appendix G  
Textiles Sydney report, Appendix H

#### **6.0 Election of 2023/4 PPACCI Committee**

Election for positions was held. Each of the positions was uncontested.

President: Katherine Henry  
Vice President: Elizabeth Taylor  
Secretary: Alison Muir  
Treasurer: Loretta Moy  
Ordinary Committee Member: Virginia Moorfield  
Ordinary Committee Member: Jennifer Cheeseman (NSC)  
Ordinary Committee Member: vacant

#### **7.0 Public Officer**

Public Officer: Loretta Moy

#### **8.0 Banking changes**

Dinah Beeston and Ron Switzer are to be removed as signatories for the PPACCI Bank Account and term deposit, having been stood down from the PPACCI Committee.

Katherine Henry, President is to remain a signatory to both bank accounts.

Loretta Moy, Treasurer and Elizabeth Taylor, Vice president are to be added as signatories to both bank accounts at Commonwealth Bank of Australia (CBA).

Katherine Henry, Loretta Moy and Elizabeth Taylor are to have Administration Authority with Commonwealth Bank Accounts and term deposit.

Meeting finished at 8.20pm.

Alison Muir, Secretary

PPACCI Committee 2023

29 October 2023



## PPACCI PRESIDENT'S REPORT October 2023

This year has been one of re-establishment for our groups after the disruption of the Covid restrictions. And this has been reflected in the increase in meetings, workshops, displays and openings.

We held an Open Day in September as our event in the 2023 Craft Week organised by the Design Centre. It was a great day with all groups participating and sharing their activities with the community. The theme of the day was "Kites" and there was a display of kites in the Mezzanine area from the very large kites hanging from the ceiling to tiny kites dotted around the walls. There was wonderful interaction in the studio between the groups, members and the community. And it was great fun to see the children running around the playing fields with their kites flying out behind them. Thank you to all those who helped to make this such a successful day.

A number of improvements have been made around the studio during the year. The prime one that effects us all is the opening of the new Matora Lane. A great deal of work has been done by Council to rebuild the lane and it is now safer and easier for members to come to the studio. There was some disruption to access needed during this work but all groups worked around this well. The black walls of the Mezzanine and the entry area were painted white which has improved the display areas.

North Sydney Council is updating their Arts and Cultural Strategic Plan and invited all our members to provide input. A number of meetings were held between the groups and Council staff. The survey has now closed and we look forward to seeing their new plan.

We appreciate the support that we get from the Federal member for North Sydney who promoted our request for a grant which resulted in us receiving \$3000 to assist our volunteers.

North Sydney Council have a new display area at the Ridge Street Window Gallery and we were very pleased to receive an invitation for our members' work to be exhibited there. This exhibition was developed, curated and hung by the NSC staff.

It was wonderful to welcome Councillors, the General Manager, and other NSC staff when they visited. We also want to thank the NSC maintenance staff who have provided ongoing support to us – and sometimes at very short notice.

There have been a number of changes within the PPACCI Committee during the year, and it has been very difficult to maintain a full committee. Ron has advised that he is standing down from all his PPACCI positions and roles after more than 10 years of service to the Centre. As a member said to me – he won't leave a hole, he'll leave a crater. I'm not sure how many people acknowledge the amount of work that he has done for PPACCI in his own quiet way. I know that I could not have fulfilled my position without his support. I would also like to say a big thank you to Shas for the ongoing support that she has given me.

I would like to thank the committee for the work that they have done over the past year. Thank you to Andy for managing the Mezzanine gallery. And finally thank you to the groups for all the work you are doing to develop, organise, and promote our activities to the wider community.

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## Primrose Park Art &amp; Craft Centre Inc

9A Murdoch Street  
Cremorne  
NSW 2090**Balance Sheet**

As of June 2023

ABN: 65 065 606 100

Assets	
Current Assets	
Cash On Hand	
Cheque Account	\$5,749.50
<b>Total Cash On Hand</b>	<b>\$5,749.50</b>
Investments	
Fixed Interest Investments	\$10,000.00
<b>Total Investments</b>	<b>\$10,000.00</b>
<b>Total Current Assets</b>	<b>\$15,749.50</b>
<b>Total Assets</b>	<b>\$15,749.50</b>
Liabilities	
Current Liabilities	
Deposits for Future Services	\$3,000.00
<b>Total Current Liabilities</b>	<b>\$3,000.00</b>
<b>Total Liabilities</b>	<b>\$3,000.00</b>
<b>Net Assets</b>	<b>\$12,749.50</b>
Equity	
Retained Earnings	-\$1,516.95
Current Year Surplus/Deficit	-\$3,972.30
Historical Balancing	\$18,238.75
<b>Total Equity</b>	<b>\$12,749.50</b>

This report includes Year-End Adjustments.

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## Primrose Park Art &amp; Craft Centre Inc

9A Murdoch Street  
Cremorne  
NSW 2090**Profit & Loss [Budget Analysis]**

July 2022 To June 2023

ABN: 65 065 606 100

	Selected Period	Budgeted	\$ Difference	% Difference
<b>Income</b>				
Interest CBA Deposit	\$81.07	\$0.00	\$81.07	NA
Primrose Paper Arts	\$4,371.00	\$4,371.00	\$0.00	0.0%
Primrose Park Photography	\$2,980.00	\$2,980.00	\$0.00	0.0%
Calligraphy	\$1,647.00	\$1,647.00	\$0.00	0.0%
Artists in the Park	\$1,183.00	\$1,183.00	\$0.00	0.0%
Basketry NSW	\$838.00	\$792.00	\$46.00	5.8%
Textiles Sydney	\$1,046.00	\$1,046.00	\$0.00	0.0%
<b>Total Income</b>	<b>\$12,146.07</b>	<b>\$12,019.00</b>	<b>\$127.07</b>	<b>1.1%</b>
<b>Cost of Sales</b>				
<b>Gross Profit</b>	<b>\$12,146.07</b>	<b>\$12,019.00</b>	<b>\$127.07</b>	<b>1.1%</b>
<b>Expenses</b>				
Consumables	\$38.35	\$545.00	-\$506.65	(93.0)%
Cleaning	\$1,100.00	\$1,600.00	-\$500.00	(31.3)%
Diary Member Attendance	\$0.00	\$30.00	-\$30.00	(100.0)%
Bank Charges	\$25.31	\$20.00	\$5.31	26.6%
Diary	\$16.98	\$0.00	\$16.98	NA
First Aid	\$0.00	\$50.00	-\$50.00	(100.0)%
Craft Week	\$414.58	\$250.00	\$164.58	65.8%
IT, Website & domain name	\$191.40	\$250.00	-\$58.60	(23.4)%
Insurance PL	\$3,529.57	\$3,500.00	\$29.57	0.8%
Maintenance	\$183.54	\$200.00	-\$16.46	(8.2)%
Open Day PPACCI	\$0.00	\$200.00	-\$200.00	(100.0)%
Poster Frames	\$655.33	\$0.00	\$655.33	NA
NSW Fair Trading fees	\$112.50	\$55.00	\$57.50	104.5%
Post Box Rental	\$281.00	\$150.00	\$131.00	87.3%
Post Renovation Improvements	\$0.00	\$500.00	-\$500.00	(100.0)%
Painting	\$4,125.00	\$0.00	\$4,125.00	NA
Printing	\$0.00	\$50.00	-\$50.00	(100.0)%
Rent	\$648.04	\$600.00	\$48.04	8.0%
NBN Internet - TPG	\$884.88	\$900.00	-\$15.12	(1.7)%
Vacuum Cleaner	\$538.00	\$0.00	\$538.00	NA
Services				
Electricity	\$3,373.89	\$3,000.00	\$373.89	12.5%
<b>Total Expenses</b>	<b>\$16,118.37</b>	<b>\$11,900.00</b>	<b>\$4,218.37</b>	<b>35.4%</b>
<b>Operating Profit</b>	<b>-\$3,972.30</b>	<b>\$119.00</b>	<b>-\$4,091.30</b>	<b>(3,438.1)%</b>
<b>Other Income</b>				
<b>Other Expenses</b>				
<b>Net Profit/(Loss)</b>	<b>-\$3,972.30</b>	<b>\$119.00</b>	<b>-\$4,091.30</b>	<b>(3,438.1)%</b>



## **ARTISTS IN THE PARK ANNUAL REPORT 2022-2023**

Artists in the Park was formed in 2016 by a group who had been studying at Willoughby Arts Centre with Kerrie Lester before her death. Like-minded artists joined and the group grew and strengthened, and survived the Covid lockdown. Some artists are experienced, selling artists, and others are talented amateurs who just love to create.

Our day at Primrose Park is Tuesday. We have our own stack of easels, which is basically our only equipment stored at the studio. Artists bring their own supplies each week, and the mediums range from oils, acrylics, watercolour, gouache, ink, pastels, charcoal and collage.

We have an annual exhibition in the mezzanine area each November, the month allocated to us.

During 2023 we had two instruction sessions, one with artist Fran Connelly in April and the other with visual artist Melissa Read-Devine in July. The session with Melissa Read-Devine was hugely successful, and artists of all styles and ability gained from her tuition. Normally we endeavour to have an instruction session each term and will schedule this for 2024.

Also in 2023 we participated in Open Day on Sunday 24 September. We contributed to the "kite" theme, and profited from getting together with our 5 other **crafts** who use the studio.

Four of our artists were selected to be hung at the Ridge Street Window Gallery, Kathie Mason, Julianne Blunck, Maureen McFadyen, and Vivienne Goldschmidt. This exhibition is open until 20 November 2023.

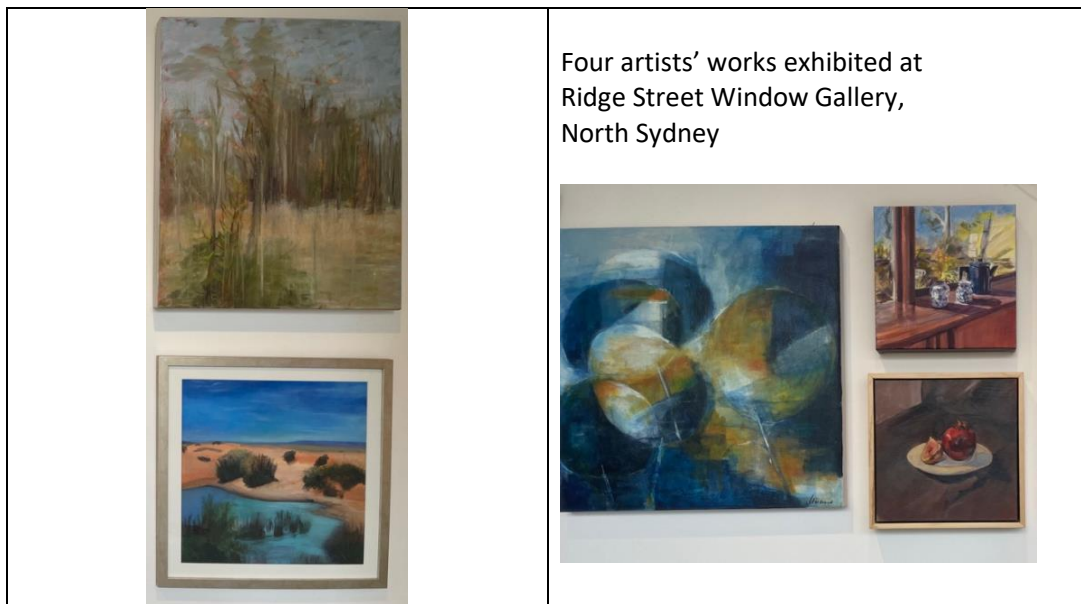
The studio at Primrose Park is in a beautiful location, with great light and space. As artists this is very important, and certainly helps with inspiration. It is great space in which to confer with other artists, and to seek suggestions and advice, both technical and artistic. We have some very talented artists in our group.

We extend sincere thanks to North Sydney Council for this wonderful studio.

Robyn Miles  
Secretary, Artists in the Park  
19 October 2023



Workshop with Melissa Read-Devine



Four artists' works exhibited at Ridge Street Window Gallery, North Sydney



## **Basketry NSW Report 2022 – 2023**

### **Membership: 2022/2023**

During 2022/2023 our membership continued to grow. We had 45 Full memberships and 49 Remote memberships with a total of 94 members.

### **National Basketry Gathering 14<sup>th</sup> to 18<sup>th</sup> October, 2022**

Basketry NSW hosted the National Basketry Gathering in Katoomba. 115 weavers from across Australia attended the highly commended event. Workshops were held each morning with free activities in the afternoon. Planned activities eg a bush walk, talks, a market day and cultural activities were also conducted. Our thanks go to the steering Committee of Jillian Culey, Camilla Strang and Sally Blackwell and to all the members of Basketry NSW who helped in the lead up to, the actual gathering and the clean up.

### **Outreach**

Basketry NSW is often asked to contribute and/or demonstrate at a variety of Fairs and Artisan Trail. In April 2023 a couple of our members attended the Bathurst Arts Trail, where they spent the weekend demonstrating basket weaving techniques, answering general enquiries about basketry and Basketry NSW, as well as selling some baskets on behalf of members.

Basketry NSW also participated in the Primrose Park Arts and Craft Centre open day in July 2022. Thanks to Marg Aiken who created our mark making activity where participants were able to create their own natural fibre brushes.

### **Ten Year Anniversary**

In September Basketry NSW celebrated 10 years of incorporation. As part of the celebration, we had a Decadent Cup Cake themed exhibition at Primrose Arts and Craft Centre and of course a birthday party with fresh cupcakes. Thanks to Glenese Keavney, Flora Friedmann and Jan Hook for running mini workshops for our members to weave cupcakes. The exhibition also travelled to Katoomba for the National Basketry Gathering.

### **Workshops**

A number of workshops were organised for members of Basketry NSW.

These being:

- Mary Preece – Using Brush Kurrajong 6<sup>th</sup>-7<sup>th</sup> August
- Flora Friedmann – Plant Fibre Basketry – The Square Grid 4<sup>th</sup> June

### **Social Media**

Our social media pages, Facebook and Instagram, continue to grow in popularity and contribute greatly to sharing ideas, skills and inspiration.

### **Newsletters**

Basketry NSW continues to produce an informative and inspirational monthly email newsletter for our members.

### **Meetings**

Members enjoyed our monthly get togethers at Primrose. It is always enjoyable catching up with old friends and meeting new ones. Mini workshops run by Basketry NSW members were held at some of our meetings. This included creating rag rugs for the

project, “Reclaim the Void”, a project supported by the Ngalia elders in Leonora, Western Australia. The vision was to cover a mining pit with large-scale “dot” artwork made up of thousands of handmade circular rag-rugs woven from discarded fabric. Basketry NSW members contributed approximately 20 rugs to the project created at either the National Gathering or during our monthly meetings.

**Thanks**

Thanks go to all of our members for their continued support in 2022/23.

Special thanks go to:

- Our social media team – Rebecca, and Sally
- The Gathering Sub-Committee – Jillian, Camilla and Sally
- The Committee – Jillian, Jen, Nicole de Mestre, Liz, Ruth, Pella, Mary and Sally
- The Newsletter duo – Sally and Patricia

## ASC Report to PPACCI for July 2022 to June 2023

### **ASC Committee Meetings**

July, August, September, November, February, March, May

### **Workshops**

Drawn and Shaded Letters

Working the Grid

Lardarse Lombardic Capitals  
Foundational for Intermediates  
More Copperplate Variations  
with a Twist

Spencerian

Pointed Pen Borders  
Copperplate Group – August (twice - online), November, December,  
March

CalliClasses – bi-monthly

Open Studio Social Calligraphy classes – bi-monthly

### **Exhibitions**

Mezzanine – October, May  
2023 Sydney Royal Easter Show

2022 Sydney Craft Week – collaboration with Textiles Sydney

**ASC Certificate of Calligraphy Program** – ongoing

**Publication of ASC quarterly magazine Colophon** – September, December,  
March, June

### **Other**

Primrose Park Open Day 2022

Social Media – Instagram, Facebook

Information flyers for ASC

Upgrade of ASC page on PPACCI website

2023 Sydney Craft and Quilt Show

Demonstrating at 2023 Sydney Royal Easter Show



### **Primrose Paper Arts Annual Report, July 2022 to October 2023**

The year and a half from July 2022 to date has been an active one for Paper Arts. It has been gratifying that more people have become new members, and to date we have 62 members, back to pre-Covid levels.

A big undertaking at the end of 2022 and the beginning of 2023 was the mounting of a survey of member thoughts on Paper Arts. 50% of members returned the survey, which has informed what we have offered this year. Interestingly the strongest response to the question 'why have you joined Paper Arts?' was to seek social connection through creativity. Unfortunately it also revealed a lack of interest in becoming part of the organising committee. This is an on-going issue.

PPA has offered to the community and members 3 workshops in 2<sup>nd</sup> half of 2022, and 6 in 2023: most were at capacity. PPA offered activities for members at least every 2 weeks, and regular smaller informal workshops, which we call T&Ts, took place once a month, and kept member interest high for learning and exploring new skills. Regular Introduction to Papermaking workshops attracted the public to learn the basics and start them off in the love of paper. Every 3 months a making session took place in Oyster Bay for members who couldn't make it to Cremorne. Of late our Social Days have effectively been substituted by the collaborative Altered Book Project, started by a member, which has brought many members together once a week, even other members not taking part, in an atmosphere of collegiality and shared creativity. The print club has also been an extremely popular initiative by two members. Several excursions have been organised by members to visit outside exhibitions.

We had one mezzanine exhibition in the 2<sup>nd</sup> half of 2022 (the 2<sup>nd</sup> one for that calendar year), and one this year. The openings to these exhibitions exposed Paper Arts activities to new audiences. A well-attended exhibition was mounted at the White Rhino Gallery in October 2022. This year our big show in an external public venue is currently on at the Incinerator Art Space, Willoughby. 23 members are participating, most contributing 2 art pieces. Many members have volunteered to mind the exhibition. Paper Arts is also represented in the current exhibition at NSC's Ridge Street Window Gallery. All the exhibitions provide an opportunity to challenge members to produce interesting work.

PPA displayed the possibilities of paper to the public during both Open Days covered by this report, and contributed to both all-group displays for the Open Days in the mezzanine gallery – Feast in 2022, and Come Fly a Kite this year. Although numbers were a bit down on last year, PPA enjoyed being part of it. Many members volunteered to present PPA's wide scope of work.

The challenge for Paper Arts will be to encourage greater member participation beyond our regular group of enthusiasts. While it has been an excellent development that has seen members organising significant activities themselves, the committee needs to work on persuading members to step up to share the tasks involved in administering the group.



President's Report: July 2022 to June 2023

Our photo club is still suffering from Covid-19 fall out, with the loss of some long term members, so we're constantly working on rebuilding our numbers.

We recently gave our website [ppp.photography](http://ppp.photography) a refresh and some simplification with the help of one of our members who works full time in IT. It's looking a lot cleaner and better; take a look.

We have run a few successful workshops on topics like Photobooks and Model lighting that have had good attendance, with some non/new members coming along to see what we have to offer as a club.

We've also attracted some top photographers to our club to evaluate our images and some of these high profile people such as the barrister Mark Tedeschi help us draw a good crowd of members and visitors.

Our technical team have successfully connected speakers to the digital projection system that run independently of our own sound system, so other PPACCI groups are able to show presentations etc. from their laptop or phone, on the big screen with good sound. Our internet and Wi-Fi system is working well, providing internet access for other purposes like showing instructional videos on the screen.

We believe that with our fine facilities including the darkroom, our audio visual system and the excellent mezzanine gallery, we have a lot to offer anyone who is interested in photography. But we could do with some promotion to local residents by Council as many locals just don't realise there is such a facility on their doorstep.

A huge thank you to Council for listening to our concerns about Matora Lane and fixing it up to a high standard that is now safe in all weather, with kerbing, safety barriers and an improved, much larger entry throat from Young Street.

[For background: Council had decided to just fix a few potholes and give the surface of the lane a lick of tar. I lobbied the current Mayor Zoe Baker, the previous Mayor Jilly Gibson and councilor James Spenceley about the unsafe state of the lane. The Willoughby State member of parliament Tim James visited our club on one occasion and agreed that the lane was unsafe and wouldn't pass any safety tests. He offered to speak to NSC to see what could be done.

Thankfully this lobbying worked and we have gone from a dodgy track to a magnificent laneway/road that is safe for pedestrians and cars. So thank you NSC for listening and doing such a great job.]

Regards,

Michael Bucknell  
President PPP

## Textiles Sydney Report to PPACCI - 2022/23

**Committee:** Jane Theau (President) Katherine Henry (Vice President), Maggie Gilbert (Secretary), Kirsten Jakobsen (Treasurer), Soumya (Member position)

What a great year! Textiles Sydney continues to grow and over the past 12 months offered a strong programme of workshops and community events. Our membership numbers, social media impact and participant base have doubled as the figures demonstrate.

	2021	2022	2023
Membership	10	24	45
Instagram followers	Very few	396	684
Email list	50	97	184
Monthly sessions	1	2	4

### Website

We now have a website: [textilessydney.wordpress.com](http://textilessydney.wordpress.com). Many thanks to Kirsten Jakobsen who spent a lot of time making this happen.

### Workshops

Our workshop schedule over the past year has been incredibly rich and frequent, and included tuition in *Felting for Jewellery, Needle Lace, Machine Lace, Indigo Dyeing, Journaling* and *Beginner Spindling*.

### Sydney Craft Week and Exhibitions

Textiles Sydney was active during Sydney Craft Week in October last year, with a Craft Up Late Northside event and Textiles Repair Cafe, and we were also happy to bring all the PPACC groups together in the curation of the exhibition *Feast*.

We held our exhibition, *Memories*, in March which was particularly rewarding because it included such a wide range of textile objects and techniques which so clearly demonstrated the amazing diversity of our members' skills.

### Community Projects

Textiles Sydney's most significant community contribution of 2022/23 was the *Pronoun Badge Project* commissioned by North Sydney Council as part of World Pride Month. Many thanks to Katherine Henry who coordinated this collaborative project as well as the many members who helped on numerous days to assemble the badge kits and who assisted at the stitching session at Stanton Library, which attracted 30 participants. This project generated a lot of goodwill with young people in our community, with North Sydney Council, and between our members so a fabulous outcome on many levels. It also earned TS money to support future events.

### Finances

Our year-end balance was \$5,966 which is a very healthy increase from last year and allows us to keep our membership fee stable. This gives us a healthy buffer which we have not enjoyed previously. Our major revenue streams were membership fees, income from workshops and, this year, the Pronoun Badge Project. Our major expense is our annual rent.

### In Conclusion

Textiles Sydney keeps growing which indicates the need for an organisation which provides an opportunity for textiles practitioners to meet and acquire and exchange skills. We draw members from north and north-west Sydney as well as the inner west and eastern suburbs. What we love about our organisation is the generosity of its members – they are generous with their time when there are events to organise, with their skills which they are so willing to share and with materials and equipment which are exchanged.

We thank North Sydney Council for the opportunity to use the Primrose Park Art and Craft Centre and its facilities.



Jane Théau  
President, Textiles Sydney

**Men's Shed - Review of the Joint Strategic Plan 2022 – 2024 Date: October 2023**

MANAGEMENT OBJECTIVES	COMPLIES Y/N OR ONGOING
1. To manage the centre in accordance with the North Sydney Men's Shed Strategic Plan 2022-24	Yes
2. To manage the centre for community use in accordance with the overall objectives of the Council's Community Strategic Plan. Providing and enhancing the social vitality and increasing community connectiveness.	Yes
3. To manage the centre in accordance with the aims and objectives of Council's Community Centres Policy. Providing a valuable resource for Shed members and prospective members.	Yes
4. To provide and maintain a high-quality community centre which meets the needs of the local and wider community.	Ongoing
5. To cater for people with disabilities within the physical constraints of the centre. The Shed has responded to Council's requests such as Lost-Birds-Found – an initiative dealing with mental health.	Ongoing
6. To provide for public safety	Ongoing
7. To ensure the joint strategic plan is flexible able to evolve with changing community attitudes.	Ongoing

**Men's Shed - Review of the Joint Strategic Plan 2022 – 2024 Date: October 2023**

The Men's Shed Joint Strategic Plan 2022 – 2024 identified the following opportunities:

1	OPPORTUNITIES	
	Objective: Further joint projects with council such as Lost Birds Found, Community Libraries and White Ribbon and Seniors Week	Achieved – Yes/No/Comment
1:1	Ensure that the Men's Shed supports community activities which benefit all members of the community.	Yes. Regular involvement in Lost Birds Found and the recently 'Where is the Green Sheep?' projects. Possible future projects include Stanton Library's temporary story boards in a park.
1:2	Continuing support for the Sustainability Centre at the Coal Loader.	Ongoing. Responding to requests from the Sustainability Centre most recently production of darning mushrooms.  Repair of furniture and sundry items for the public at a small cost, effectively diverting these items from landfill.
1:3	Continuing interaction with local community	Yes. Ongoing. Participation in community projects and small projects for members of the public, engage the community and provide positive feedback for The Shed and for Council.
1:4	Develop a Seniors Week Activity and expand options further to include various crafts.	Yes. Undertook Men's Shed Open Day.

**Men's Shed - Review of the Joint Strategic Plan 2022 – 2024 Date: October 2023**

The Men's Shed Joint Strategic Plan 2022 – 2024 identified the following challenges:

2		CHALLENGES
Objective: Anticipate and address challenges		Achieved Y/N/comments
2:1	<b>The Shed to report on monthly shed users and to actively recruit new members.</b>	Ongoing. Currently, the The Shed has 27 members and attendance is an average of 60 per month
2:2	<b>Counteract the risk of fire, vandalism/theft due to isolation by installing back-to-base fire/entry alarm.</b>	Yes. In operation.

**NOTES ON FINANCES**

	NSC Funding	Other		
	\$6,400			
<b>Turnover</b>	<b>Year</b>	<b>Income</b>	<b>Expenditure</b>	
	2022-23	\$6,756	\$4,642	
<b>Sustainability</b>	<b>Year</b>	<b>Net profit</b>	<b>Reserves (Equity)</b>	<b>Liabilities</b>
	2022-23	\$1,638	\$17,249	nil

**Attachments from Men's Shed to include:**

1. Annual Report which includes Management Committee as elected at the Annual General Meeting, WHS Supervisors, Audited Financial Statements, etc.
2. AGM Minutes
3. WHS Safe Method Statements
4. Any major acquisitions (eg. machinery) or changes – there were no capital acquisitions during 2023.

# North Sydney Men's Shed

## 2023 Annual General Meeting

### Minutes

The meeting commenced at 12noon, 30 August 2023, at the North Sydney Men's Shed chaired by President, Ted Day.

Attendance: Ted Day (president), Garry Goucher (treasurer), Elvio Favalessa (secretary)

Hugh Cranswick, Bruno Henke, Jakub Jacko, Robert Peacock, Kelly Stewart, Phillip Brooks, Roger Bell, Stephen Turner, Dan Nazdin, Denis Byrne

**Apologies.** Apologies were received from Dennis Ngan, Geoff Symonds, Rob Baird, Richard Wong, John Berry, Rob Walley.

1. **Declaration of Proxies.** Proxy from Rob Baird was received.
2. **Minutes of the 2022 Annual General Meeting.** The minutes of the previous meeting were emailed to all members. A motion to accept the minutes of the 2021 Annual General meeting was moved: Hugh Cranswick, seconded: Denis Byrne, Passed.
3. **Summary of Activity of the Shed for the period 2022-23.** The President gave a brief, verbal summary of the activity of the Shed noting that most members had continued membership into the current year. There has been strong attendance during the year. The members have been actively involved in community projects as well as their own work.
4. **Financial Report.** The 2022-23 Financial Report. The treasurer summarised the report. Revenue was \$6,756. The timing of the members contributions has resulted in a greater level of receipts recorded in the year. Expenditure was \$4,642. Therefore, a cash surplus of \$2,114. The Shed's bank account is a healthy \$12,886 which is greater than the previous year of \$10,755. The Shed has no liabilities. A motion to accept the 2022-23 Annual Financial Report was moved: E Favalessa, and seconded Jakub Jako , Passed.
5. **Election of office bearers.**  
President – Ted Day offered his nomination to be re-elected as President.  
Secretary – Elvio Favalessa offered his nomination to be re-elected as Secretary.  
Treasurer – Garry Goucher offered his nomination to be re-elected as Treasurer.  
The chairman called for any further nominations for any positions on the executive committee. No further nominations were received and the nominees were declared to be elected.
6. **Other Business.**  
A vote of thanks was extended to Kelly Stewart and all the members involved in the work of developing the garden beds. An acknowledgement that the Shed has a much-improved look was made by the members.



There was a question of the internet facility and Garry Goucher explained that he has been looking for a robust solution and has sourced a device which will be suitable for the configuration. The Shed is in a location which is difficult to have a NBN cable and the prior phone line is now redundant. Therefore, a solution is to have a wireless internet access which will be connected to the office computer and well as broadcasting WiFi to attending members. The device is expected to be installed soon.

There was an acknowledgement of the new lights installed by the Council which has improved the work-space and the members expressed gratitude to the Council.

**Closing** - The chairman thanked the members for their attendance and participation on the meeting and closed the meeting at 12:30pm

**North Sydney Men's Shed Inc.****Financial Report 2022-23 (1)****Statement of profit and loss**

	2022-23	2021-22
	\$	\$
<b><u>Income</u></b>		
Membership Subscriptions (2)	5,150	1,261
Sales	1,510	220
Donations and function receipts (3)	<u>96</u>	<u>758</u>
<b>Total Income</b>	<b>\$6,756</b>	<b>\$2,239</b>
<b><u>Expenditure</u></b>		
Workshop hardware	1,877	448
Parts & repairs for tools & machinery	752	677
Food, cleaning and amenities	1188	697
Sundries, stationery, postage	49	229
Statutory compliance, Insurance, rent	776	525
<b>Total Expenditure</b>	<b><u>\$4,642</u></b>	<b><u>\$2,576</u></b>
<b><u>Gross operating margin</u></b>	<b>\$2,114</b>	<b>-\$337</b>
<b>Capital items</b>		
Depreciation of NSMS tools & equipment (4)	<u>476</u>	<u>529</u>
<b><u>Net profit/ loss</u></b>	<b>\$1,638</b>	<b>-\$866</b>
<b>Capital Expenditure</b>		
Purchase of tools and machinery (5)	-	-
Sales of surplus tools and equipment (6)	-	510

**North Sydney Men's Shed Inc.**  
**Financial Report 2022-23**  
**Balance Sheet**

	2021-22	2020-21
	\$	\$
<b>Assets</b>		
Cash at Bank	12,886	10,755
Petty Cash	80	97
Pre-existing machinery tools & equipment (7)	4,263	4,759
New machinery tools & equipment (8)	<u>-</u>	<u>-</u>
<b>Total Assets</b>	<b>\$17,249</b>	<b>\$15,611</b>
<b>Liabilities</b>		
Current liabilities (9)	-	-
Non-current liabilities	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>
<b>Net Assets</b>	<b>\$17,249</b>	<b>\$15,611</b>
Members Equity comprised of		
- Retained earnings	<u>17,249</u>	<u>15,611</u>
<b>Total Members Equity</b>	<b>\$17,249</b>	<b>\$15,611</b>

## North Sydney Men's Shed Inc.

### Financial Report 2022-23

#### Notes to these accounts

- (1) These accounts are prepared on a cash basis for the period 1/7/2022 to 30/6/2023.
- (2) Membership payments are due in June of each year for the ensuing year, but timing of actual receipts varies from year to year. Membership receipts for the current year include of \$1,625 late payments received in July 2022 and \$2,875 received in June 2023 for the year ahead.
- (3) Comprises value of gift vouchers from Bunnings, Artarmon in relation to a community project undertaken for Bunnings by Kelly Stewart.
- (4) Items of machinery, equipment and tools owned North Sydney Men's Shed Inc. are depreciated each year to account for the loss of value as they deteriorate are superseded, replaced or discarded. This is a non-cash adjustment that does not affect the cash position of the organisation. Depreciation has been calculated at a rate of 10% per annum applied to the value of each item at the start of the financial year.  
Since 2018-19 an inventory of all machinery equipment and tools has been maintained describing all the significant items of machinery, equipment and tools and whether each item is owned by North Sydney Council or North Sydney Men's Shed Inc. Items of machinery which have been provided by North Sydney Council for the benefit of members and which remain the property of North Sydney Council have been valued for the purposes of insurance but are not included as assets of North Sydney Men's Shed Inc.
- (5) Expenditure on purchase of tools and machinery is treated as a capital expense and accordingly is excluded from the calculation of net profit. No items were purchased in 2022-23.
- (6) Sale of surplus equipment is a capital item and accordingly is excluded from the calculation of net profit. No items were sold in 2022-23
- (7) Pre-existing items of machinery and equipment owned by North Sydney Men's Shed Inc. are included at their depreciated value at the end of the financial year.
- (8) Includes by expenditure North Sydney Men's Shed Inc. on new items of machinery and equipment less the amount received from sales of surplus items of equipment.

In the opinion of the Office Bearers of the North Sydney Men's Shed Inc. this financial report presents a true and fair view of the financial position at 30 June 2023 and its performance for the financial year ended on that date.

Edward Day (President)

Garry Goucher (Treasurer)

Date: