



CASTLEMAINE  
COMMUNITY  
HOUSE

# 2020/21 ANNUAL REPORT



**Raw cacao**  
Recipe by Alice Nichols

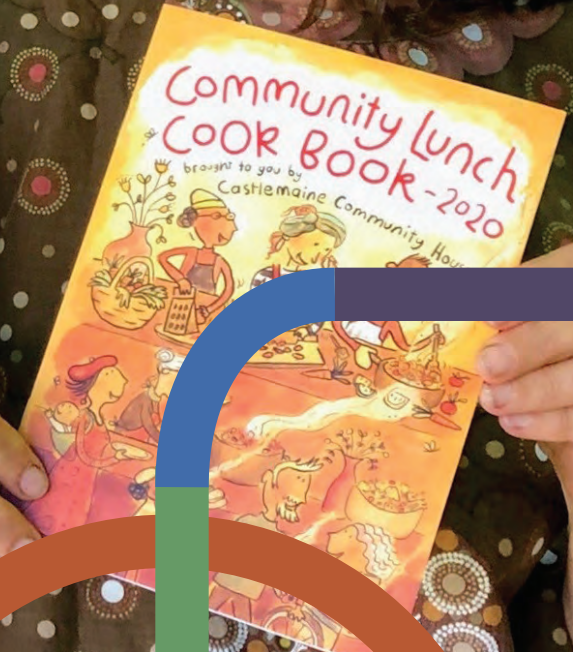
**Ingredients**  
Base  
1 cup dates (soaked)  
1 cup walnuts  
1 cup shredded cacao  
Top  
1 cup cashews  
4 tablespoons cacao  
(melted)  
1 tablespoon cacao  
powder  
brown rice syrup  
raw cacao nibs  
optional: p-  
o taste

**Method**  
Base  
1. Soak dates for 15 minutes in boiling water  
2. Use a food processor to blend nuts and coconut first  
3. Drain dates well, squeeze excess water out. Add to food processor. You should have a nice sticky mixture, add a little extra date water if too crumbly.  
4. Press down onto a plate to make a 1cm thick base (approx)

**Top**  
1. Add cashews to food processor then coconut oil and cacao powder  
2. Add sweetener to taste (and peppermint oil)  
3. Spread this mixture evenly on top of the base  
4. Sprinkle with raw cacao nibs, press lightly in  
5. Put in freezer for 20 mins or until set

...ice is great as is. Or serve with coconut cream and  
...choice as a dessert, all types of berries are

Specials 29











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# HISTORY

Castlemaine Community House is one of 400 community houses in Victoria. Also called Neighbourhood Houses and Learning Centres, these local organisations provide social, educational and recreational activities for their communities in a welcoming and supportive environment.

Neighbourhood Houses began in Victoria in the 1970s, and the Castlemaine community lobbied strongly for one here. Castlemaine Community House was established in 1985 with the help of a Family and Community Services community grant of \$3,255. The pilot centre's aim was to 'provide an easily accessible meeting point for all people in the local or broader Castlemaine area'.

The centre opened to the public on 4 July 1985 as the Castlemaine Community Drop-In Centre. The Castlemaine Community House

now delivers an extensive range of programs and services as detailed in this annual report and at [www.cch.org.au](http://www.cch.org.au).

Castlemaine Community House continues to be involved in the development of Neighbourhood Houses in Victoria and the region through Neighbourhood House Victoria and the Loddon-Mallee-based Regional Association of Neighbourhood & Community Houses (RANCH).



# THE ORGANISATION

## AIM

Castlemaine Community House undertakes community development, service delivery, life-long learning and advocacy to develop and promote an inclusive, diverse, equitable, healthy and sustainable community

## CCH BOARD

President – Karen Milgrom

Vice-President – Anne Markiewicz

Treasurer – Bronwen Machin

Secretary – Rani Kerin

Ordinary Member – Ken Capes

## CCH MANAGEMENT

Martyn Shaddick – Manager

Kerrily Jennings – Community Development

Kelsey Docherty – Customer Service

## IN MEMORY OF KEN CAPES 1957–2021

The board, management, staff and volunteers at Castlemaine Community House (CCH) were deeply saddened by the loss of Ken Capes. Ken's connection with CCH goes back further than any of the current team can remember. He was our volunteer receptionist for many years and held a paid position in our Centrelink Agency. In 2014, he joined the CCH Board as secretary and then took on the role of vice president in 2015. He remained on the CCH Board until the end. Ken gave his all to our community and he will be sadly missed by all of us at Castlemaine Community House.

*We remember Ken in this way:*

*You meet people who forget you.*

*You forget people you meet.*

*But sometimes you meet those people you can't forget,  
and Ken was one of those people.*

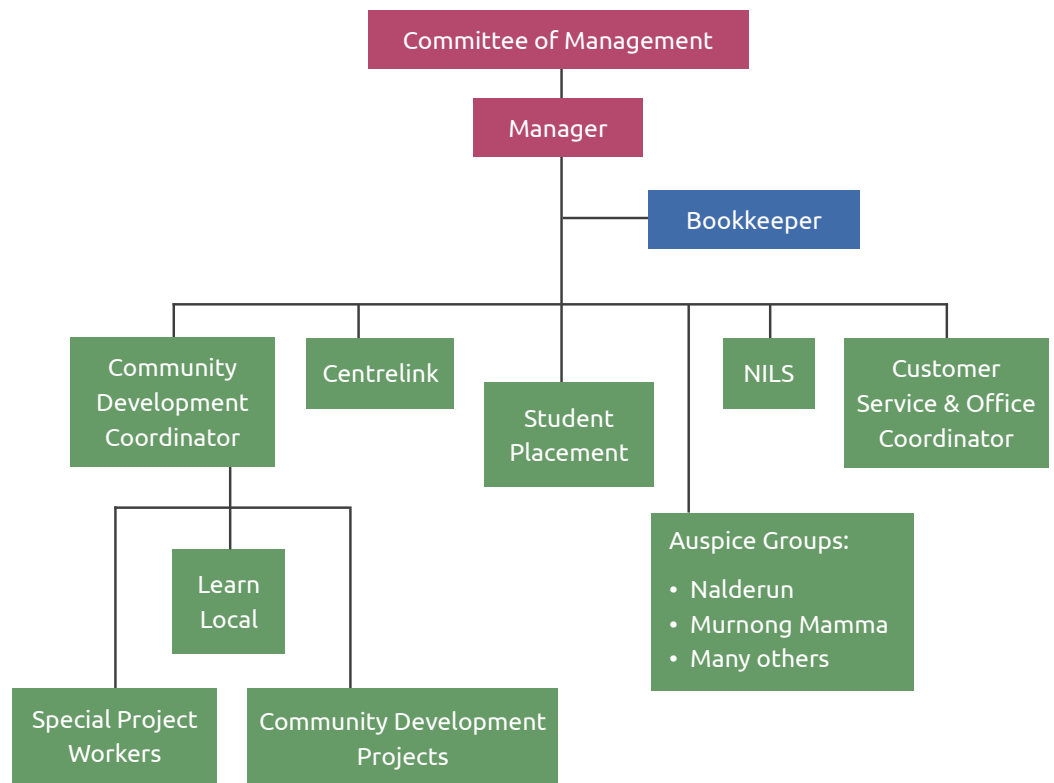
*The moments we shared with Ken will always speak  
of the great person that he was.*

We are saddened by the loss of such an amazing person. Our thoughts are with his family.



## STAFF, VOLUNTEERS AND TUTORS

Castlemaine Community House could not operate without our dedicated and skilled team of staff, volunteers and tutors. Our volunteers cover tasks as diverse as front-of-house customer service, office coordination, food preparation at our community lunch, supporting our information technology, creating signage, leaflets and other publicity, and managing our website and social media. We gratefully acknowledge and celebrate the wonderful and invaluable contribution of our staff and volunteers. They all play a vital role in making the Castlemaine Community House a welcoming place, bringing people together to connect and strengthen our community.



CCH Website Design  
at [www.cch.org.au](http://www.cch.org.au)



# MANAGER'S REPORT

In 2020–21, Castlemaine Community House (CCH) continued working with many other agencies to support the community though the ongoing COVID-19 pandemic.

We operated several Community Activation and Social Isolation (CASI) programs, funded by the Victorian Department of Health and Human Services via Mount Alexander Shire Council. We also maintained delivery of many essential services at CCH throughout the various lockdowns, including Centrelink and Medicare, No Interest Loans Scheme, Financial Counselling and the Power Saving Bonus.

Many of our wonderful ACFE (Adult, Community and Further Education) programs also continued to run during the lockdowns, thanks to the flexibility and responsiveness of our tutors to meet students' needs to stay connected. Having good systems in place enabled our agile tutors to move quickly and adapt their delivery methods.

That said, many programs had to stop and start and stop again. The Castlemaine Community Lunch, the iconic Spring Ball and our many Learn Local education programs were some of the worst affected. However, as soon as we were able to open after each lockdown, so did most of these programs. And, most importantly, with the health of our community in mind, everything we deliver is in line with the prevailing COVID-19 guidelines.

As we did last year, we have included a COVID-19 section in this report.

Despite being busy in 2020–21, we did manage to deliver a few exciting new surprises, including:

- a fantastic new look website at [www.cch.org.au](http://www.cch.org.au)
- the first ever Community Lunch Cookbook (check out the cover page of this report, or even better, grab a copy for just \$20 from our reception)
- our first ever Christmas Community Lunch on Christmas Day 2020
- the ability to measure our value to the community in financial terms (see these impressive data in the Treasurer's Report) for the first time ever (thanks to Neighbourhood Victoria)
- revising our constitution to meet changing legislation and our governance delivery at CCH.

As always, we continue to work in and with the Mount Alexander Shire community to make this an even better place to live.

**Martyn Shaddick**

*Manager*





# PRESIDENT'S REPORT

Reflecting on the past twelve months, with its seemingly never-ending loop of full lockdowns, partial lockdowns, partial openings and full openings has forced the Castlemaine Community House to be increasingly adaptive, flexible and innovative in order to meet the needs of our community in these difficult times.

It has been a fraught journey with a seemingly dim light at the end of the COVID-19 tunnel as I write. And yet we have much to be thankful for. I believe the House has demonstrated its resilience, due entirely to the hard work and dedication of our amazing staff, Committee of Management and volunteers. I want to thank every one of these remarkable people for going above and beyond in such trying times.

I am proud that Centrelink was able to be kept open safely throughout the year, which was no easy feat. Classes and courses were moved online and off, but, where humanly possible, they were kept going. The collaboration between CCH and other community service providers was a strong point and resulted in programs to meet the food security and wellbeing needs of the community.

Castlemaine Community House continues to provide auspice to a growing number of groups and programs in our community. One of our largest groups in terms of range of programs and services delivered has been Nalderun. In the last year, Nalderun has moved from being an auspiced group into an autonomous organisation with its own legal status, now known as the Nalderun Education Aboriginal Corporation. We congratulate all staff and volunteers for their dedication and achievements, and we continue to offer ongoing support where requested.

The Committee of Management has been kept busy also. A new constitution was adopted at a Special AGM. Our Secretary, Rani Kerin deserves accolades for the long hours she put into guiding this process. We have been carrying out stakeholder consultations prior to a major Strategic Planning review of the work of the House and the place of the House in the broader Castlemaine community. We are also embarking on a review and update of all CCH's policies to ensure they are current and fit for purpose.

Last year I looked forward to the 2021 Spring Ball. This year I know that we can't plan on anything. But whatever happens, the Castlemaine Community House will survive and thrive because it is an integral part of the strong and vibrant community that is Castlemaine.

**Karen Milgrom**

*President, Committee of Management*





# TREASURER'S REPORT

CCH's revenue has expanded significantly over the last few years.

The main drivers behind this expansion are:

- a trebling of ACFE hours when CCH took them over from Continuing Education
- Nalderun funding that was mainly passed through the books (retaining 20% of their NIAA grant for services provided by CCH)
- the requirement to give value to Voluntary Services by noting it in and out of the books.

We currently have a healthy balance sheet built up slowly and with an added injection of JobKeeper funds.

This year, in spite of all the COVID-19 difficulties, our staff managed to deliver many programs and services. Funding from ACFE and the Department of Family Fairness and Housing provided core funding that enabled CCH to continue to assist our community. Thank you to the State Government for this support.

And thanks to the Commonwealth Government for the JobKeeper funds that supported CCH's core services as well as those of Nalderun and Murnong Mamas.

Without Job Keeper, all other COVID-19 conditions remaining, we would have made a small but significant loss.

The healthy balance that we now have in our current assets will stand us in good stead over the next one to two years in the face of ongoing COVID-19 density and other restrictions, which seem likely to continue without any JobKeeper funding to offset reduced student numbers.

That Castlemaine Community House has continued to operate in a flexible and innovative manner over the last two years is due to our staff, teachers, students, volunteers and the partnerships that our staff have evolved and developed. I thank them for their vision and hard work.

CCH greatly appreciates the financial support received from the Mount Alexander Shire Council for the Castlemaine Community Lunch and various other projects.

**Bronwen Machin**

*Treasurer, Committee of Management*

# LEARN LOCAL EDUCATION

The beauty of being a Community House is that we're flexible. But also, the challenge of being a Community House is that we're flexible! The past 12 months has really tested our Gumby-like ability to move, flex, retract and expand, as we worked to support our staff, students, tutors, volunteers and general community. This is especially so within our capacity as a Learn Local organisation, appreciating the importance of connections, for both education and general wellbeing.

At the beginning of our current lockdown (7.0), I paused for a moment to reflect on the amazing response of our tutors, students and staff as we once again ceased face to face learning. There was an immediate rallying of zoom links, checking in with students, reschedule suggestions from tutors and preparation of take-home kits to use in conjunction with online learning. Many courses smoothly moved to online classes, while others made the informed (in response to student and personal needs/barriers) decision to postpone until they were able to resume face to face. I am so proud of the calm, judicious and supportive approach all our tutors have taken as we roll with these waves of constant change. Thank you!

Amazingly though, at the start of Term 3, we have already met over 80% of our 2021 Pre-Accredited Delivery Plan. Together we achieved this, despite needing to accept fewer enrolments due to space restrictions, constant rescheduling and the general air of uncertainty of all things. A true testament to our flexibility.

This year saw the continuing popularity of our big courses –

Art Pathways and Permaculture Design Course – as well as the introduction of another semester-long course, Eco-Carpentry and Natural Building. This course was created in response to student feedback ('we want more!') and the tutor's (Perri's) suggestion to combine two programs into one larger, more comprehensive one. This new feather in our ACFE cap well compliments our strategy





to address more learning needs/ demands around sustainability, the environment and positively addressing climate change. Along these lines, this term we also began our first round of the Saving Money, Energy and the Environment course, designed to assist people to engage with sustainability literacy and concepts.

Alongside our suite of ACFE (Adult, Community and Further Education)

courses, which focus on enhancing student pathways to employment, further study and community connections, we've also continued our Life Long Learning (unfunded) courses as much as possible.

Unfortunately, our capacity in this area has been greatly reduced, due to obvious reasons. The incredible diversity, joy-of-learning and new connections to be discovered in these courses/workshops are so important and we very much look forward to ramping them up again as soon as possible.

Looking to the future, our focus as a Learn Local organisation is to strengthen our resilience, build upon our blended delivery/online capacity, and continue to engage with, listen to and be guided by our learner/teacher community to best meet their changing and growing needs. Essentially, a whole lot of stretching, adapting and staying flexible!

**Kerrily Jennings**

*Community Development and Learn Local Education Coordinator*



# PROGRAMS & PARTNERSHIPS

Community focus	Program	Partnership	Funding
Aboriginal	Murnong Mamas	Auspice by CCH	Self-funded social enterprise
Aboriginal	Nalderun Aboriginal Services	Auspice by CCH	Numerous non-recurrent funding federal, state and local government grants philanthropic grants donations
LGBTIQ+	Castlemaine Pride	Mount Alexander Shire Council CHIRP Community Health Central Victorian Primary Care Partnership Castlemaine Secondary College Victorian Aids Council Mount Alexander Community	Department of Premier and Cabinet (Pride Events and Festival Fund) Community donations
LGBTIQ+	LGBTIQ+ Round Table	Mount Alexander Community	Mount Alexander Shire Council
Senior citizens	Senior's Festival	Mount Alexander Community	Mount Alexander Shire Council Victorian State Government
Senior citizens	Positive Ageing Advocacy Group	Auspice by CCH	CCH in-kind support
Senior Citizens	Nordic Pole Walking	CHIRP	Musculoskeletal Australia
Senior Citizens	Be Connected	Regional Association of Neighbourhood and Community Houses	Federal government initiative
Disability	MASDAG (Mount Alexander Disability Advocacy Group)	Auspice by CCH	Mount Alexander Shire Council (Community Grants)
Disability	Disability Access for Regional Swimming Pools	Auspice by CCH	Pick my Project (Department of Premiere and Cabinet)
Mental Health	The ELM (Every Life Matters) Network	Auspice by CCH	Mount Alexander Shire Council (Community Grants)
Mental Health	Castlemaine Billy Cart Challenge	Auspice by CCH	Mount Alexander Shire Council (Community Grants)
Mental Health	Mental Health Week	Mount Alexander Shire Council	Mount Alexander Shire Council (Community Grants)





Community focus	Program	Partnership	Funding
Homelessness	My home	Central Victorian Primary Care Partnership CHIRP Community Health Haven Home, Safe MASDAG (Mount Alexander Disability Advocacy Group)	No funding
Community connections and health	Castlemaine Community Lunch	Mount Alexander Shire Council	Mount Alexander Shire Council Community donations
Community connections and health	Qigong		Fee for service
Community connections and health	Nordic Pole Walking	CHIRP Community Health	Musculoskeletal Australia
Community connections and health	Yoga		Fee for service
Community connections and health	Community Kitchen Garden	Community volunteers	In-kind support from CCH CCH reserves
Environment	Terracycle recycling program	Plastic Bag Free Castlemaine	In-kind support from CCH
Life Long Learning	Learn Local	Maldon Neighbourhood Centre Bendigo Kangan TAFE	ACFE (Adult Community Further Education)
Life Long Learning	Workshops and programs	Community based tutors	Fee for service
Addiction	SMART Recovery	Community Volunteers	SMART Recovery In-kind support from CCH
Financial Services	Centrelink and Medicare Agency	Department of Human Services (Centrelink)	Department of Human Services (Centrelink)
Financial Services	NILS (No Interest Loans Scheme)	Good Shepard Microfinance	Good Shepard Microfinance
Financial Services	Financial Counselling	Community volunteer	In-kind support from CCH
Financial services	Power Saving Bonus	Neighbourhood House Victoria	Victorian State Government
Family Violence	Mount Alexander Family Violence Prevention	Central Victorian Primary Care Partnership Centre for Non-Violence Mount Alexander Shire Council Castlemaine Health CHIRP Community Health Castlemaine Secondary College	Non-recurrent grants
Children	Castlemaine Children's Choir	Auspice by CCH	Fee for service
Gender Equity	Work Ready Women Program	Community	ACFE (Adult Community Further Education)

# COMMUNITY DEVELOPMENT

## COMMUNITY LUNCHES

Community Lunch... we miss it so much!! In an attempt to put a silver lining around the cloud that's rained on our Community Lunch picnic (figuratively speaking), this situation has really highlighted how important Community Lunch is to so many in our community.

It's that special point in the week, when we gather, run into familiar faces, and feed our souls with community connections and great food. Each time the 'pause on life' button is lifted (i.e., coming out of lockdown), word spreads quickly about the resumption of Community Lunch and the hall fills to the allowable restriction-de-jour.

Last year, as lockdowns became our new reality, we paused, shed a brief tear of frustration and loss for Community Lunch, then seized the opportunity to address things that had been languishing in the 'when we have time' basket. During that time, a full review of

Community Lunch was completed, across policies and procedures, sustainability and budget. The resulting report (thank you Eva and Maddie) was comprehensive and has become a helpful tool for all that we do now.

Another lockdown project was the 2021 Community Lunch Cookbook. This little gem of a book brings together many of our favourite Community Lunch staples, with the flair of Maddie and lovingly wrapped in a beautiful cover, designed by local legend, Trace Bella. If you haven't snapped up your copy yet, we still have copies for sale.







## 2020 COMMUNITY CHRISTMAS LUNCH

On 25 December 2020, a jolly bunch of folks gathered to enjoy a fabulous meal, some fun and games, a bit of a laugh and good cheer, at the Castlemaine Town Hall. Together, we ate, we drank (non-alcoholic bevvies) and were merry, enjoying a special moment that was all about being at the Community Christmas Lunch.

A brief tally to paint a picture of the 2020 Community Christmas Lunch:

**1** 1 honorary resident of Taradale (thank you Michael, you put the Bing! in our Christmas Bingo)

**10+** 10+ committed organisations, services, groups working together to organise it

**40+** 40+ fantastic volunteers, before, during and after the event

**100+** 100+ presents wrapped, labelled and placed under the Christmas tree

**120+** 120+ meals served on the day

**\$3000+** \$3000+ donations from our local community and businesses, in cash or goods

1,000,000,000  
thanks to all who  
contributed,  
donated,  
attended, wished  
us well!!

We look forward to the 2021 Community Christmas Lunch and being part of our community coming together again for a special moment to acknowledge how important, valued and appreciated all members of our community are. Hands up who'd like to help this year?!

## SENIORS' FESTIVAL

*The best laid schemes  
o' Mice an' Men  
Gang aft agley.*

Robbie's words may never have struck as true a chord as in recent times. Our valiant Senior's Festival Organising Committee started 2020 with enthusiasm and vision for engaging with 'emerging seniors' in our Shire, to work with them to revitalise a Senior's Festival that met the needs and interests of our diverse senior community.

Unfortunately, the whole scenario of needing to strategise across plans A through Z was simply beyond the capacity of our dedicated, but exhausted, group of volunteers. Therefore, Senior's Festival Week in 2020 did not see its usual vibrancy and action happen locally here in Mount Alexander Shire.

But, we look forward to being able to fully celebrate Senior's Festival Week once again in the future. And my prediction is that there will be renewed energy and enthusiasm, to drive a Senior's Festival Week like we've never seen before!

## COVID-19 PROJECTS

In this financial year, we continued our COVID support to the community through the following projects:

- Community Activation and Social Inclusion (CASI) – Local Support Network
- Mount Alexander Shire Influenza Pandemic Local Working Group (Relief and Recovery)

## COMMUNITY KITCHEN GARDEN AND FOODLINKS

Perhaps much like dogs, Community Gardens have been enjoying some extra love and attention in the past twelve months.

As a space that is outdoors, accessible by anyone/everyone, is abundant with clear, fresh air and green spaces, our Community Kitchen Garden (CKG) has experienced a recent surge in interest, and is sporting a rather fresh, nurtured, 'I am loved' air about it. Much of this is due to the gentle hands and welcoming grin of Maddie, as she delicately teeters up top the two hats of Community Lunch Chef and Community Kitchen Garden Coordinator.

A quick response CASI grant from MASC enabled us to focus on developing the CKG, implementing better systems for communication and volunteer engagement, with the aim to be better at supporting new volunteers to connect with the CKG. In tandem with another MASC grant, we've also been able to improve our watering systems and general OH&S within the garden, whilst also educating the community about how to care for and refurbish wicking beds.

We're thrilled with the growing popularity of the CKG and the following it is beginning to gather, as volunteers become more present and consistent across the week. Looking back upon goals we'd set

for this past twelve months, it's terrific to note we have achieved many of them, in particular those around connecting with other community gardens in the Shire. Earlier this year, partnering with Maldon Neighbourhood Centre and Newstead Community Garden, we began the Food Links Project. With this project, we've been able to focus on connecting up gardens, food programs and community, across Mount Alexander. Our Food Links Project Coordinator, Deanna, did an amazing job at hitting the ground running back in April and has kept up the pace since, despite all the speed humps that have been thrown in her way. In just a few months, the Food Links Steering Group and Deanna have already performed community garden audits, created the foundations of a solid, local network, hosted a Food Links Gathering in Newstead and presented the Seed-Wise Webinar.

The energy, inspiration and forces of nature that appear as people, projects and passion in Community Gardens are not to be underestimated, and we love how much ours has grown! Thank you to all who help to nurture our Community Kitchen Garden.





## CASTLEMAINE PRIDE 2021

Following the cancellation of Castlemaine Pride 2020 due to COVID-19, it was fantastic to be able to deliver Castlemaine Pride 2021 in April this year.

We had a bumper turn out of around 300 people, with an array of stall holders covering food and coffee, local wine and beer, LGBTIQ+ health and wellbeing services, and a Trans and Gender Diverse Clothing Swap in the Tea Rooms. Highlights of the day were undoubtedly the dog show/competition hosted by PETstock Castlemaine, the Castlemaine Pride Choir (established just eight weeks before the event) and the fabulous MC for the day, PollyFilla.

The Castlemaine Pride festival started in 2018 as a celebration of diversity following the passing of marriage equality legislation in Australia.

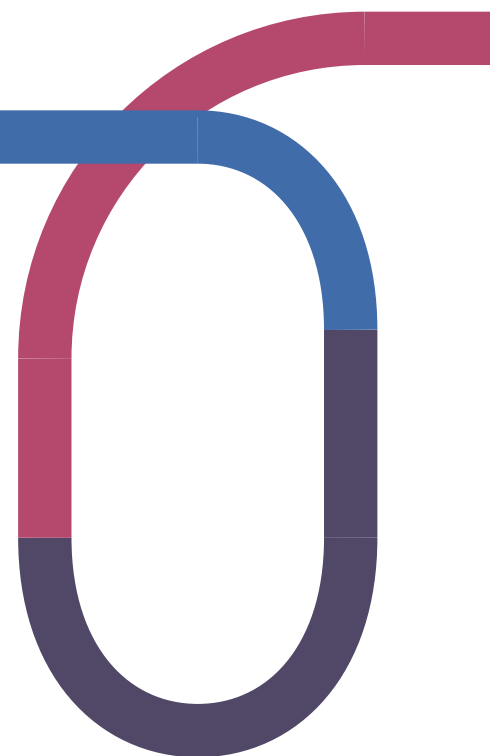


## **MOUNT ALEXANDER SHIRE DISABILITY ADVOCACY GROUP (MASDAG)**

MASDAG is an independent advocacy group under the auspice of Castlemaine Community House.

MASDAG works for systemic change aimed at removing barriers, encouraging improved access and increasing disability awareness for all residents in the Mount Alexander Shire. Key projects in 2020-21 included:

- **Disability Access Guide for the Mount Alexander Shire**  
MASDAG partnered with Business Mount Alexander to announce and launch this Disability Access Guide. This project was financed by a Mount Alexander Shire Community Grant and is intended to encourage local businesses to improve access to their merchandise and services.
- **Emergency Preparedness Mentoring**  
This project is a partnership with MASDAG, Castlemaine Community House, Mount Alexander Shire and the Red Cross. The intention is to develop and provide resources and assistance for vulnerable people in Mount Alexander Shire who wish to prepare an emergency plan which contributes to their safety in the event of a disaster.
- **COVID-19 Response**
  - Healthy Heart of Victoria – MASDAG is represented at all meetings and planning for this important statewide project.
  - CASI (Community Activation and Social Inclusion) – MASDAG is critical to this project, providing guidance on disability awareness for the inclusive wellbeing of all.
  - Distribution of masks and information about COVID-19 and COVID safety.
- **Advocating for access and safety**  
Hot Spots spreadsheet – MASDAG prepared a comprehensive spreadsheet of dangerous areas, crossings and footpaths and submitted it to the Shire Engineers for comment. MASDAG continues to work with the Shire to improve safety for pedestrians.
- **Community Resilience Project**  
The Community Resilience Project was the initiative of the Central Victoria Primary Care Partnership (CVPCP) and MASDAG participated in the mapping and connecting of community groups working for the wellbeing of the Shire residents. This was a valuable process of strategic thinking and planning to care for Country, Community and Culture.
- **Shire Policy Reviews**  
MASDAG contributed submissions to the Mount Alexander Shire reviews of Community Engagement, Procurement, Local Laws and Governance policies.



# AUDITOR'S REPORT



## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF CASTLEMAINE COMMUNITY HOUSE INC

#### Report on the Audit of the Financial Report

##### Opinion

We have audited the accompanying financial report of Castlemaine Community House Inc., which comprises the balance sheet as at 30 June 2021, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, a summary of significant accounting policies, and other explanatory notes.

In our opinion, the financial report of Castlemaine Community House Inc. has been prepared in accordance with *Associations Incorporation Reform Act 2012*, including:

- A. giving a true and fair view of the association's financial position as at 30 June 2021 and of its performance for the year then ended; and
- B. That the financial records kept by the association are such as to enable financial statements to be prepared in accordance with Australian Accounting Standards

##### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

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

##### Information Other than the Financial Report and Auditor's Report Thereon

The committee of the association is responsible for the other information. The other information comprises the information included in the association's annual report for the year ended 30 June 2021, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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Stephen J Griffin CPA  
Anthony J Cappy CPA  
Warren G Pollock CA

Liability limited by a scheme  
approved under Professional  
Standards Legislation



## **Responsibilities of the Committee for the Financial Report**

The committee of the Castlemaine Community House Inc. are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Associations Incorporation Reform Act 2012 and for such internal control as the committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, committees are responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

## **Auditor's Responsibilities for the Audit of the Financial Report**

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

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



**Warren Pollock**  
**MGR ACCOUNTANTS**

24 August 2021

# FINANCIAL REPORTS

## Profit & Loss

	2020–2021	2019–2020
<b>Income</b>		
Adult Community Further Education (Vic)	139,832	150,634
Department of Health & Human Resources (Vic)	86,909	82,634
Department of Human Services (Federal)	67,132	66,574
Course and Program fees	56,118	67,189
Good Sheperd Microfinance	5,000	6,000
Community Lunch	16,610	27,608
Murnong Mammias Catering	126,194	69,027
Nalderun Aboriginal Services	283,076	89,606
Cobaw Community Health	- 14,345	15,217
Mount Alexander Shire Council	17,466	10,797
Central Vic Primary Care Partnership	20,446	41,911
Equipment and room hire	3,613	5,874
Donations and Fundraising	31,436	4,176
Volunteer services	151,000	146,000
Other JobKeeper	145,850	24,000
Other income and auspices	48,835	94,640
Miscellaneous income	101,817	56,390
<b>Total Income</b>	<b>1,286,990</b>	<b>958,278</b>
<b>Expenses</b>		
Staff wages - CCH	373,924	307,128
Staff wages - Nalderun	180,116	103,696
Volunteer expenses	151,000	146,000
Education programs	221,846	147,577
No Interest Loans Scheme	237	1,397
Community Lunch	22,170	20,724
Murnong Mammias Catering	83,679	56,821
Operational expenses	51,730	52,410
Other programs and auspice	30,469	67,260
Miscellaneous expenses	32,891	27,586
<b>Total Expenses</b>	<b>1,148,062</b>	<b>930,599</b>
<b>Net Income</b>	<b>138,928</b>	<b>27,679</b>

# Balance Sheet

		2020–2021	2019–2020
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash & Cash equivalents	3	373,111	404,678
Accounts Receivable		<u>28,777</u>	<u>8,962</u>
		<u>401,887</u>	<u>413,640</u>
<b>Non-Current Assets</b>			
Property, plant, equipment	4	<u>10,961</u>	<u>14,485</u>
		<u>10,961</u>	<u>14,485</u>
<b>Total Assets</b>		<u>412,849</u>	<u>428,125</u>
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Trade creditors and other payables		6,389	8,235
Unexpended Grants		0	18,000
Superannuation		4,862	8,665
GST & PAYG		10,520	24,673
Unearned Income – Nalderun		<u>0</u>	<u>117,025</u>
		<u>21,771</u>	<u>176,598</u>
<b>Non-Current Liabilities</b>			
Leave Provisions		<u>58,925</u>	<u>58,302</u>
		<u>58,925</u>	<u>58,302</u>
<b>Total Liabilities</b>		<u>80,696</u>	<u>234,900</u>
<b>NET ASSETS</b>		<u>332,152</u>	<u>193,225</u>
<b>EQUITY</b>			
Retained Earnings		193,225	165,546
Net Income		<u>138,928</u>	<u>27,679</u>
<b>NET WORTH</b>		<u>332,153</u>	<u>193,225</u>



## Cash Flow

	2020–2021	2019–2020
<b>CASH FROM OPERATING ACTIVITIES</b>		
Receipts from Customers	1,193,869	1,075,721
Payments to suppliers & employees	-1,225,776	-1,080,645
Interest received	800	2,825
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<b>5 -31,107</b>	<b>-2,099</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of Property Plant & Equipment	-460	-5,959
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>-460</b>	<b>-5,959</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>-31,567</b>	<b>-8,058</b>
<b>CASH AT BEGINNING OF PERIOD</b>	<b>404,678</b>	<b>412,736</b>
<b>CASH AT END OF PERIOD</b>	<b>5 373,111</b>	<b>404,678</b>

## Changes in Equity

Balance at 1 July 2019	165,546
Surplus/Deficit for the year	27,679
Balance at 30 June 2020	193,225
Balance at 1 July 2020	193,225
Surplus/Deficit for the year	138,928
Balance at 30 June 2021	332,153

# Notes to the Financial Statement

## 1. Statement of Significant Accounting Policies

### a) Statement of compliance

The Committee has determined that the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. The financial report is a special purpose financial report which has been prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012. These financial statements have been prepared in accordance with following Australian Accounting Standards:

AASB 101	<i>Presentation of Financial Statements</i>
AASB 107	<i>Statement of Cash Flows</i>
AASB 108	<i>Accounting Policies, Changes in Accounting Estimates and Errors</i>
AASB 1031	<i>Materiality</i>
AASB 1048	<i>Interpretation of Standards</i>
AASB 1054	<i>Australian Additional Disclosures</i>
AASB 1058	<i>Income of Not-For-Profit Entities</i>

### b) Basis of measurement

The financial statement have been prepared on an accrual basis and are based on historical cost and does not take into account changing money values except where specifically stated.

## 2. Statement of Significant Accounting Policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

### a) Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment losses.

#### Property

Freehold land and buildings are shown at their fair value, being the amount for which an asset could be exchanged between knowledgeable willing parties in an arm's length transaction. Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

#### Plant and equipment

Plant and equipment are measured on the cost basis less depreciation and impairments losses.

The carrying amount of plant and equipment is reviewed annually by the committee members to ensure that it 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 assets employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

#### Depreciation

The depreciable amount of all fixed assets, excluding freehold land is depreciated on a straight-line basis over the asset's useful life to the association commencing from the time the asset is held ready to use.

The depreciation rates used for each class of depreciable asset are:

Buildings	2%
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Plant and equipment	20%
Motor vehicles	25%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are recognised immediately in profit and loss.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

#### **b) Impairment**

At each reporting date the Committee assesses whether there is objective evidence that a financial instrument has been impaired.

If any such indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

#### **c) Income tax**

The association is a not-for-profit organisation and is exempt from income tax under section 50-45 of the *Income Tax Assessment Act 1997*.

#### **d) Cash and cash equivalents**

Cash and cash equivalents includes cash on hand, deposits, held at call with banks, other short-term highly liquid investments with original maturities cash within three months.

#### **e) Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Donation income is recognised when the entity obtains control over the funds, which are generally at the time of receipt.

Volunteer services, while not paid in cash, have been included as revenue and measured at the level of consideration they would have otherwise been paid if they weren't volunteers, per the requirements of AASB 1058.

#### **f) Inventory**

Inventory held for sale are measured at the lower of cost and net realisable value.

#### **g) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of an asset or as part of an item of expense. Receivables and payables are stated inclusive of GST.

#### **h) Borrowing costs**

Borrowing costs directly attributable to the acquisition, construction or production of assets that necessarily take a substantial period of time to prepare for their intended use or sale are added to the cost of those assets, until such time as the assets are substantially ready for their intended use or sale.

All other borrowing costs are recognised in income in the period in which they are incurred.

#### **i) Trade Creditors and Other Payables**

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the compar during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 da recognition of the liability.

#### **j) Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in active market and are stated at amortised cost using the effective interest rate method.

#### **k) Comparative information**

To make the financial information to users of the financial statements more useful, some income and expenses in the profit and loss have be



reclassified. Therefore the comparative figures for 2020 have been reclassified accordingly to provide comparable and more relevant information. This has not affected any other financial statements in this report.

	2021	2020
<b>3. Cash and cash equivalents</b>		
Cash on hand	1,822	8,359
Cash at bank	371,288	396,319
	<u>373,111</u>	<u>404,678</u>
<b>4 Property, Plant, Equipment</b>		
Office Furniture at fair value	53,681	53,221
less accumulated depreciation	-42,720	-38,736
Total Office Furniture	<u>10,961</u>	<u>14,485</u>
Plant & Equipment at fair value	43,094	43,094
less accumulated depreciation	-43,094	-43,094
Total Plant & Equipment	<u>0</u>	<u>0</u>
	<u>10,961</u>	<u>14,485</u>
<b>5 Cash Flow Information</b>		
Reconciliation of Cash		
Cash at the end of financial year as shown in cash flow statement is reconciled to items in Statement of Financial position:		
Cash and cash equivalents	<u>373,111</u>	<u>404,678</u>
<b>Reconciliation of Net Cash Provided by Operating Activities to surplus</b>		
Surplus from ordinary activities	138,928	27,679
<b>Non-cash flows in profit</b>		
Depreciation	3,984	4,419
<b>Changes in assets and liabilities:</b>		
(Increase)/decrease in receivables	-19,815	-4,730
Increase/(decrease) in payables	-19,802	-12,159
Increase/(decrease) in income in advance	-135,025	-26,368
(Increase)/decrease in provisions	623	9,060
<b>Net Cash provided by Operating Activities</b>	<u>-31,107</u>	<u>-2,099</u>



**CASTLEMAINE  
COMMUNITY  
HOUSE**

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*Castlemaine Community House acknowledge and pay our respects to the Dja Dja Wurrung people, traditional custodians of this land, and to their Elders; past, present and emerging. We acknowledge that this land has never been ceded.*