



Ararat Neighbourhood House Inc.  
The Heart of our Community

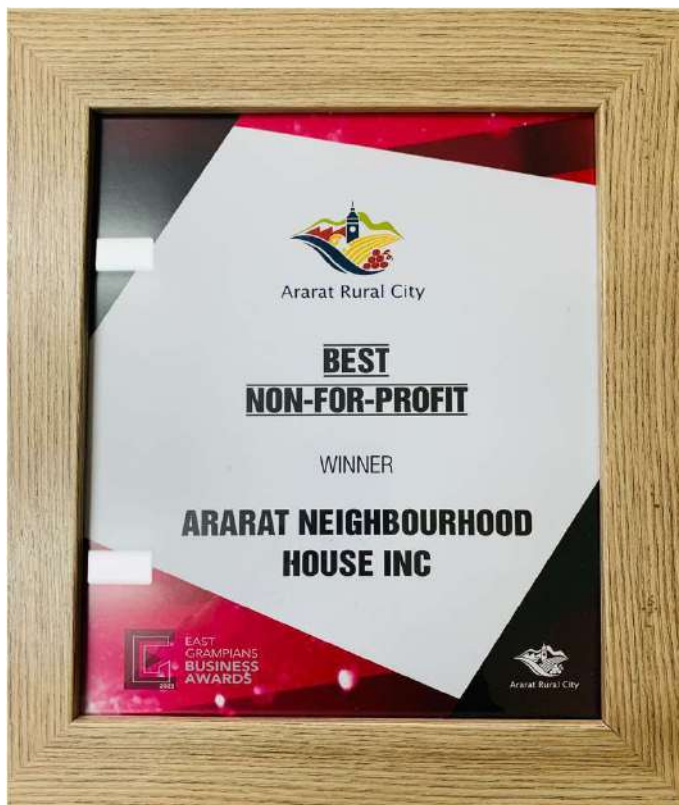
**2023 - 2024**

## **ANNUAL REPORT**

**Ararat Neighbourhood House Inc.**

**56 Campbell Street, Ararat VIC 3377**

**ABN: 78 941 184 276 | Inc. No: A0007608D**



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## **Our Mission**

Ararat Neighbourhood House is committed to identifying and addressing the changing needs of our local community by providing a welcoming space for people to gather, to form friendships, develop skills, gain knowledge and connect with other services and supports.

## **Our Vision**

***"Opening Doors - Building Bridges"***

Ararat Neighbourhood House services Ararat and surrounds, providing a welcoming space for our local community, where people can come together to learn new skills, form friendships, obtain information and connect with services and support.

Ararat Neighbourhood House provides an inclusive environment, welcoming people of all circumstances, backgrounds and abilities. We are continually striving to identify and address the changing needs of our community by offering a diverse range of programs and opportunities for growth, in an accessible, creative and vibrant manner. We partner with local service providers to give access to affordable programs that meet the needs of people and professional development.

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## Our People

### Governance Committee Members

<b>Name</b>	<b>Position</b>	<b>Dates acted (if not for whole year)</b>
Philip Hollis	Chairperson	current
Carol Starkey	Vice-Chairperson	current
Alan Green	Treasurer	current
Jenni Starick	Secretary	current
Manzoor Mian	General Member	current
Graeme Ferguson	General Member	current
Martin O'Callaghan	General Member	13 August 2024 - current

### Employees

<b>Name</b>	<b>Position</b>	<b>Dates acted (if not for whole year)</b>
Talwinder Kaur	Manager	16 May 2022 - current
Belinda Carlisle	Admin Officer	31 May 2023 – 13 December 2023
Amanda Holbrough	Admin Officer	06 March 2024 - current

## Volunteers

<b>Name</b>	<b>Position</b>	<b>Dates acted (if not for whole year)</b>
Dean Pattison	Volunteer	January 2016 - current
Peter Beales	Volunteer	July 2018 - current
Graeme Ferguson	Volunteer	March 2018 - current
John Makin	Volunteer	January 2018 - current
Terry Quinn	Volunteer	March 2020 - current
Andrew Meek	Volunteer	June 2020 - current
Kylie Howarth	Volunteer	February 2020 - current
Jenny Hurnall	Volunteer	January 2020 - current
Maria Terisa (Mercy)	Volunteer	March 2020 - current
Karamvir Singh	Volunteer	March 2022 - current
Verne Simmons	Volunteer	June 2022 - current
Mary Wong Shun Wai (Mary)	Volunteer	July 2022 - current
David M Starick	Volunteer	February 2023 - current
Gita Egan	Volunteer	March 2023 - current
Michael Franklin (Mick)	Volunteer	March 2023 - current
Bill Waterston	Volunteer	March 2023 - current
Sonia Camps	Volunteer	April 2023 - current
Alwyn Kitchen	Volunteer	March 2023 - current
Jane McMaster	Volunteer	March 2023 - current
Rosemary Rowe	Volunteer	March 2023 - current
Martin C O'Callaghan	Volunteer	December 2023 - current
Janette E Briscoe	Volunteer	January 2024 - current
Robert I Lind (Bob)	Volunteer	July 2024 - current
Marc F Jantzen	Volunteer	January 2024 - current
Allan Clark	Volunteer	June 2024 - current
Carla Hutchinson	Volunteer	June 2024 - current
Sue Skarbl	Volunteer	July 2023 - current
Ronald L Roberts (Justice of the Peace)	Volunteer	July 2023 - current
Lionel Holt	Volunteer	August 2024 - current
Biljana Radoicic (Billie)	Volunteer	March 2023 - current
Rose Credena	Volunteer	May 2024 - current

Karen Hartmeier	Volunteer	August 2024 - current
Brenda I Stobo	Volunteer	September 2024 - current
Michelle M Healy	Volunteer	August 2024 - current
Joselyn (Josie) Bendido	Volunteer	July 2024 - current
Ren Walkers	Volunteer	July 2024 - current
Rose Credena	Volunteer	May 2024 - current

## Our Partners/Supporters



Neighbourhood Houses Victoria



Department of Families, Fairness & Housing



Learn Local



Grampians Advocacy & Patricia Hinchey Day Centre



Grampians Pyrenees Primary Care Partnership



Grampians Community Health



Grampians Health Service



Ararat Rural City Council



Food Bank Victoria



SecondBite



Ararat Wind Farm



Pacific Hydro



Ararat SES



West Wimmera Grampians Neighbourhood House Network



Gason



AME Systems



Ace Radio Network



Corrections Victoria





Pinnacle Inc.



Dementia Australia



Ballarat Regional Multicultural Council



Ararat Wellness Centre



Engage OT



Elmhurst Bush Nursing Centre



Federation University



The Ararat Advocate



The Ararat Anglican Church



Ararat Legacy



The Lions Club



Grampians First Aid



Woolworths



Ararat Islamic Welfare Association



Uniting AgeWell

Olive Branch Church  
Ararat & District Carer Support  
Group Ararat Emergency Relief

## **Agenda: Annual General Meeting 2024**

A meeting will be held on 8<sup>th</sup> October 2024 at 4.00pm, via Zoom and in person.  
It will be audio recorded for the purposes of accuracy and transparency.

1. **Welcome and acknowledgement of traditional custodians** Chair
2. **Apologies:** Secretary
3. **Minutes from previous AGM:** Chair
4. **Chairperson's Report:** Chair
5. **Manager's Report:** Manager
6. **Overview of ANH** Chief Executive Officer Ararat City Council
7. **Financial Report:** Graeme Ferguson
8. **Special Resolution to approve changes to ANH's constitution** Chair
9. **Decide on number of General Committee Members** Chair
10. **Members confirm or vary the membership fee and associate Members**  
Chair
11. **Election of Committee Members** Returning Officer  
Chair  
Vice-Chair  
Secretary  
Treasurer  
General Committee Members
12. **Meeting close** Chair

## Minutes: Annual General Meeting 2023

The meeting was held 21st November 2023 at 4.30pm, via Zoom and in-person. It was audio recorded for the purposes of accuracy and transparency.

### **PRESENT:**

Members: Philip Hollis - Chairperson, Alan Green - Treasurer, Graeme Ferguson, Manzoor Mian

Staff: Talwinder Kaur - Ararat Neighbourhood House (ANH) Manager

Guests: Christine Zubrinich - Wimmera West Grampians Neighbourhood House Network Manager, Robert Bell and Geanie Bell - Grampians First aid, Roy Ricki - CEO at Grampians disability Advocacy, Jo Richie - Team Lead - Prevention & Population Health Grampians Pyrenees Goldfields, Cameron MacRae - Chief Operating Officer at Neighbourhood Houses Victoria

1. **APOLOGIES:** Carol Starkey - Vice-Chairperson (ANH), Jenni Starick – Secretary (ANH), Rowly Paterson - Ace Radio Network, Dr. Tim Harrison - CEO at Ararat City Council, Jackie Stojanoski - Sustainable Communities Fund Coordinator (Pacific Blue)

2. **ACKNOWLEDGEMENT OF COUNTRY:** Phil welcomed everybody and delivered the acknowledgement of traditional custodians.

3. **MINUTES FROM PREVIOUS MEETING:**  
Minutes of previous AGM were reviewed and accepted as presented.

Moved: Graeme Ferguson

Seconded: Alan Green

Carried.

4. **CHAIRPERSON'S REPORT:**

In addition to his written report, Phil expressed his personal thanks to all who had assisted in many ways over the past year.

5. **MANAGER'S REPORT:**

Talwinder (Teli) reiterated Phil's words and thanked the whole ANH Team and expressed very special thanks to ANH's volunteer team who work each day to run this place well.

6. **FINANCIAL REPORT:**

Tabled and accepted as presented

Moved: Alan Green

Seconded: Graeme Ferguson

Carried

7. **NUMBER OF GENERAL COMMITTEE MEMBERS:**

A motion was moved by Alan Green and Graeme Ferguson to increase the number of committee members to 8, which would include 4 executive positions and 4 general members. As a result, two vacant positions were declared.

Moved: Alan Green

Seconded: Graeme Ferguson

Carried.

8. **MEMBERSHIP FEE:**

It was moved by Graeme Ferguson that the membership fee remain removed and seconded by Alan Green and carried.

Moved: Graeme Ferguson

Seconded: Alan Green

Carried

9. **ELECTION OF COMMITTEE MEMBERS:**

Returning Officer Cameron MacRae declared all positions vacant. Phil Hollis was appointed as Chairperson, Carol Starkey as Vice-Chairperson, Jenni Starick as Secretary, Alan Green as Treasurer, and Manzoor Mian and Graeme Ferguson as general committee members. Nomination forms were received for each executive position, except for Vice-Chairperson, and two (2) nominations for general committee members. The new ANH Governance Committee was elected as follows:

**Chairperson:**

Philip Hollis

**Vice-Chairperson:**

Carol Starkey

**Secretary:**

Jenni Starick

**Treasurer:**

Alan Green

**General Committee Members:**

Graeme Ferguson

Manzoor Mian

As there was no Keynote speaker, Phil opened the floor for anyone who would like to address the meeting.

Cameron congratulated the community members, the ANH team, and Teli, the manager, for achieving the "Best Non-Profit Award 2023." He mentioned that Ararat Neighbourhood House is growing significantly and offering many community programs.

Cameron also advised the members about the quorum, explaining that it's always half plus one of the committee members. This means that if there are 8 committee members, the quorum would be 5. However, the meeting can still proceed with 4 members, as this is considered a simple majority.

On behalf of the ANH committee, Phil and Chris thanked everyone for their continued support of ANH's growth. Teli also expressed gratitude to the ANH committee, the community, and Chris for their support for the Neighbourhood House.

The meeting closed at 4.57pm.

## Chairperson's Report

As another productive year ends, I am reminded of the various elements required to create an environment that fosters achievement. At the heart of the organisations are dedicated volunteers and a motivated staff who manage, coordinate, and complete the many small tasks necessary to reach our goals.

Partnerships and support from like-minded organisations have been, and will continue to be, an integral part of Ararat Neighbourhood House. From the long-standing Lions Club to the more recent additions of the S.E.S., Dementia Australia, Grampians First Aid, Federation University, Ararat Legacy, and many other new partners, all contributions are welcomed and appreciated. Learn Local provides our community with opportunities to gain new skills, while others offer certificates of achievement that may enhance employment opportunities.

The list of those who support us and engage in partnerships is long and growing. Foodbank Victoria and Second Bite are essential components of the services we offer to our community. Manufacturers, faith groups, local government, schools, and other community service organisations all assist us in providing for our community, and we are immensely grateful for their support.

Collaborating with others in service to our neighbors and the larger community has its benefits. One significant advantage is the increased value of the services provided, especially considering our limited income. With dedicated and energetic volunteers, staff, and ongoing partnerships, Ararat Neighbourhood House is well-positioned to continue its service to the community.

Philip Hollis.  
Chairperson.  
Ararat Neighbourhood House.

## Manager's Report

Let me once again celebrate the joy of our "Best Not-for-Profit Award 2023." I highlighted this remarkable achievement in the last financial report too, but I want to emphasise it again, as it has created history for ANH.

Another major success is our community value report, which showcases the outstanding work we provided throughout 2023-24. With an income of \$158,498.00 and services valued at \$999,508.00, this highlights the incredible impact ANH has made for the community, staff, volunteers, committee, and partners.

Last year was fantastic for connecting with new community organizations such as Dementia Australia, Live Up, Ararat Legacy, Ararat SES, and others who supported various programs and services. Together with our partners, we delivered exceptional support to the community.

A key focus of mine has been to make Ararat Neighbourhood House a safer and more accessible space for all community members, including those with limited mobility.

On behalf of ANH, I want to thank Ararat Wind Farm for funding the rebuilding of our website, making a long-standing dream come true. I also extend thanks to Pacific Blue for funding a new Automatic External Defibrillator, which is now available in the House near the computer lab.

We are grateful to the Department of Families, Fairness, and Housing for their ongoing support, and to Adult Community and Further Education (ACFE) for funding non-accredited training through the Learn Local Program. Special thanks to Peter McNabb and Davis Harris for their assistance.

A heartfelt thanks goes to Chris Zubrinich, our Wimmera West Grampians Neighbourhood House Network Manager, for your ongoing support. Chris has worked closely with our staff and committee, providing governance training and guidance, and has been a valuable resource.

Throughout the 2023-2024 financial year, much of our focus has been on food security, providing meals and fresh produce to families and individuals in the Ararat Rural City LGA and beyond. Our partnership with Corrections Victoria allowed us to prepare surplus produce into ready-made meals for distribution. The ANH food hub supports approximately 20 people per day, serving 320 families each month.

Special thanks go to Ararat Aldi, Woolworths, and Food Bank Victoria, who play a vital role in running the ANH food hub and providing fresh produce every day to better serve this community. We are very fortunate to partner with local schools, churches, kindergartens, and other organizations to deliver food to those who are facing challenges.

I attended the NHVic Conference in Creswick in March 2024, where over 350 staff, committee members, and key stakeholders gathered to network and learn.

I also extend my gratitude to the ANH Governance Committee for their adaptability and support, and to our incredible volunteers. Their dedication has been vital, and we now have over 30 volunteers contributing to our continued success. We welcomed our new volunteers on board.

To our members, participants, and stakeholders: We are committed to expanding and developing our services to meet the evolving needs of our community. I look forward to fostering relationships that promote social inclusion and greater community involvement, further strengthening our presence in Ararat.

With confidence and optimism, I anticipate the continued growth of the House as we look ahead to 2024-2025.

Sincerely,  
Talwinder Kaur (Teli)  
Manager at Ararat Neighbourhood House



# Financial Report

**SALLY HINCHLIFFE**  
& ASSOCIATES

CERTIFIED PRACTISING ACCOUNTANTS  
ABN 58 121 794 045

ARARAT NEIGHBOURHOOD HOUSE INC

REASONABLE ASSURANCE REPORT

## Scope

I have reviewed the Financial Statements of the **Ararat Neighbourhood House Inc.** for the year ended 30<sup>th</sup> June, 2024. The Committee is responsible for the Financial Statements. I have conducted an independent assurance review of the Financial Statements in order to express an opinion on them to the Committee.

I have conducted our engagement in accordance with Standard on Assurance Engagements ASAE 3100 Compliance Engagements issued by the Auditing and Assurance Standards Board.

I believe that the evidence obtained is sufficient and appropriate to provide a basis for my opinion.

## Our independence and quality control

We have complied with the independence and other relevant ethical requirements relating to assurance engagements, and Auditing Standard ASQC 1 Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements in undertaking this assurance engagement

## Assurance practitioner's responsibilities

Our responsibility is to express an opinion on Ararat Neighbourhood House Inc's compliance throughout the year. ASQC 1 requires that we plan and perform our procedures to obtain reasonable assurance regarding compliance and controls. The procedures selected depend on our judgement, including identification and assessment of risks of material non-compliance.

## Inherent limitations

Because of the inherent limitations of an assurance engagement, together with the internal control structure it is possible that fraud, error or non-compliance may occur and not be detected.

SALLY HINCHLIFFE & ASSOCIATES

Liability limited by a  
scheme approved under  
Professional Standards  
Legislation

210 BARKLY STREET  
ARARAT, VICTORIA 3377

TELEPHONE: (03) 5352 5144  
EMAIL: sally@sharat.com.au

As it is not practical for **Ararat Neighbourhood House Inc.** to establish control over cash receipts prior to their initial entry in the accounting records, my assurance review relating to cash receipts was therefore limited to the amounts recorded in the accounts.

In my opinion, except for any adjustments that might have resulted had the receipts been submitted to satisfactory audit tests, the Financial Statements present fairly the cash receipts and cash payments of the Ararat Neighbourhood House Inc. for the year ended 30<sup>th</sup> June, 2024.



SALLY HINCHLIFFE  
CERTIFIED PRACTISING ACCOUNTANT

Date: 11<sup>th</sup> September, 2024

## Profit and Loss

Ararat Neighbourhood House Inc.  
For the year ended 30 June 2024  
Cash Basis

	2024
<b>Trading Income</b>	
ACFE funding	12,035.65
Grant Income	19,465.00
Interest Income	772.63
NHCP funding	116,921.30
Other Revenue	4,098.37
Power Saving Bonus	1,190.00
Program Fee Refund	(30.00)
Program Fees	19,627.90
Room Hire	1,119.00
Square Sales	3,266.03
<b>Total Trading Income</b>	<b>178,465.88</b>
<b>Gross Profit</b>	<b>178,465.88</b>
<b>Other Income</b>	
Donations	2,158.70
<b>Total Other Income</b>	<b>2,159.70</b>
<b>Operating Expenses</b>	
Bank Fees	73.25
Catering	157.50
Cleaning	3,967.80
Consulting & Accounting	5,615.00
Course/Activity costs	10,610.11
Electricity/Gas	2,396.85
Entertainment	295.00
Food Bank	108.43
Garden Maintenance	213.35
General Expenses	1,540.14
Gift	166.42
Grant Expenses	11.77
Groceries	416.58
Insurance	2,836.20
Memberships	502.32
Office Expenses	1,003.01
PayPal Fees	4.56
Police Checks	39.40
Portable Long Service	1,552.24
Printing & Stationery	1,414.56
Programs Expense/Facilitator Fee	9,702.82
Registration	154.55

Profit and Loss

	2024
Repairs and Maintenance	397.64
Square Fees	27.14
Square payment fee	10.61
Subscriptions	4,034.40
Superannuation	10,867.95
Telephone & Internet	1,406.03
Travel - National	(114.40)
Wages and Salaries	99,793.50
Total Operating Expenses	159,115.73
Net Profit	21,508.85

# Balance Sheet

Ararat Neighbourhood House Inc.

As at 30 June 2024

Cash Basis

30 JUNE 2024

## Assets

### Bank

Ararat Neighbourhood House Inc	57,537.84
Ararat Neighbourhood House Inc. - Term Deposit - Bendigo Bank	29,223.27
PayPal	500.70
<b>Total Bank</b>	<b>87,261.81</b>

### Current Assets

Square Cash Clearing	2,132.10
<b>Total Current Assets</b>	<b>2,132.10</b>

### Fixed Assets

Less Accumulated Depreciation on Office Equipment	(5,896.17)
Office Equipment	10,463.44
<b>Total Fixed Assets</b>	<b>4,567.27</b>

<b>Total Assets</b>	<b>93,961.18</b>
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## Liabilities

### Current Liabilities

GST	(1,063.89)
Holiday Leave Liability	7,375.19
PAYG Withholdings Payable	9,464.00
Petty Cash	887.79
Rounding	148.97
Wages Payable - Payroll	(773.40)
<b>Total Current Liabilities</b>	<b>16,038.66</b>

<b>Total Liabilities</b>	<b>16,038.66</b>
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<b>Net Assets</b>	<b>77,922.52</b>
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## Equity

Current Year Earnings	21,508.85
Retained Earnings	56,413.67
<b>Total Equity</b>	<b>77,922.52</b>

**Schedule 1**

**Regulation 15**

**Form 1**

*Associations Incorporation Reform Act 2012*

Sections 94 (2)(b), 97 (2)(b) and 100 (2)(b)

**Annual statements give a true and fair view of financial performance and position  
of incorporated association**

We ALAN R. GREEN and Philip Hellis being members of the  
committee of the Ararat Neighbourhood House certify that -

"The statements attached to this certificate give a true and fair view of the financial  
performance and position of the above named association during and at the end of  
the financial year of the association ending 30/06/2024."

Signed: \_\_\_\_\_

ARC Green.

Date: \_\_\_\_\_

4.9.24.

Signed: \_\_\_\_\_

[Signature]

Date: \_\_\_\_\_

04/09/2024

# Ararat Neighbourhood House

Real Impact. Real Value.

**INCOME** \$158,498

**VALUE** \$999,508

## This figure includes the value of:

Improved quality of life through social connection: **\$33,516**

Volunteer contributions: **\$194,759**

Emergency relief provided: **\$222,911**

Services provided: **\$126,117**

Adult Community Education: **\$422,204**

## This community value equates to:

**\$6.31** for every \$1 of income

**\$8.74** for every \$1 of Neighbourhood House Coordination Program funding

Over **\$274.59** for every hour the neighbourhood house is in use

## Emergency relief value includes:

- Food and groceries: **\$210,911**
  - Clothing: **\$6,000**
- Personal care & hygiene items: **\$6,000**

## Services value includes:

- Computer/internet usage: **\$480**
- Facilities use or hire: **\$12,000**
- Résumé assistance: **\$3,600**
  - Tax Help: **\$2,500**
- Community lunch, frozen or other meals: **\$36,600**
  - School aged breakfasts: **\$7,187**
- Fee for service activities: **\$20,000**
- Power Saving Bonus: **\$43,750**

## Employment value

1.1 FTE jobs

including 0.8 direct and 0.3 indirect Full Time Equivalent positions



These values are produced by Neighbourhood Houses Victoria based on data provided by Ararat Neighbourhood House in the 2023 Neighbourhood Houses Survey. Only a limited range of activities where a determinable valuation method exists are included.