



23RD

ANNUAL

REPORT

2010 - 2011

A Registered Charitable Entity

CAMP ELSDON INC

Notice is hereby given that the 23rd Annual General Meeting of Camp Elsdon Inc will be held in the Education Hall, Camp Elsdon Inc on Thursday 6th October 2011 at 7.00 p.m.

Business

1. Apologies.
2. To receive the minutes of the 2010 Annual General Meeting.
3. Presentation of the Annual Report and the Annual Accounts for year ended 30th June 2011.
4. Election of Board Members for 2011/2012.
5. Election of Auditor.
6. Notice of Motion:
 - (a) Annual Financial Membership subscription: \$20
(Inclusive of GST)
Date due by: 20 December 2011
7. General Business.

The regular bi-monthly meeting of Camp Elsdon Inc Board of Management will be held at the conclusion of the AGM.

CAMP ELSDON CHAIRMAN'S ANNUAL REPORT FOR 2011

Once again we have had a record income and the Camp goes from strength to strength. It is a pleasure to drive into a clean and tidy Camp and in particular to see the round clean river boulders at the entrance. I expect that after the current the World Cup, 2012 could also be another record year. Our staff have done a wonderful job.

Never the less, we must still continue to think up new ideas to keep improving our Camp and service to the public.

On a different note, congratulations to Freddy and Rachel on the birth of their baby daughter, born on Fathers' Day.

Finally I wish to thank the Board of Trustees for all their support and help in the last year

Bob Moffitt
Chairman

MANAGERS ANNUAL REPORT FOR 2010/2011

It has been another productive year in terms of visitor numbers, overall productivity and improvements. 2011 also marked some important milestones for the Camp Board, and the departure of some longstanding staff.

With regard to improvements, flood protection works (which arose out of significant erosion sustained during flooding in May 2010) and in particular obtaining the Resource consents required to carry out those works has been a work in progress and has taken much longer than initially anticipated. The creek area is regarded as a sensitive ecological area and Council are keen to minimize any evasive works. Correspondence with Council has been ongoing and agreement as to the type of work to be carried out to protect the creek bank from further erosion is nearly complete.

In November/December 2010 and after three months of investigation – the source of water leaks located around the cabin/dorm area was finally located. Leaking pipes behind the Education hall were dug up and replaced. A leak was also located under the Dorms where someone had illegally tapped into the fire hose line. This was disconnected.

2011 commenced with the celebration of outstanding and longstanding service by Board members, Tony Tomlin (joint Chairman), Keith Knox, and Joy Tau (Honorary Treasurer) – who have each served the Camp on a voluntary basis for the past 25 years or so.

2011 also saw the retirement of some long standing staff. This started in the New Year with the departure of Managers, Kevin and Charmaine Robinson. (The Robinson's were succeeded by Freddy Palu (former Assistant Manager) and his wife, Rachel. A new Assistant Manager, Colin Pain, was also appointed and took up residence/work in early February 2011). The camp also lost its head cleaner of several years, Palestina Lemusu, in April 2011.

Drainage and ponding issues associated with the old Fish pond site (located behind the Education hall) were identified and rectified in January/February 2011.

The decking outside the Long Term Cabin block was demolished and replaced with a new smarter/smooth concrete pathway in February/March 2011.

In April/May 2011 the annual programmed maintenance inspection led to the identification of a rotten internal wall cavity to a corner of the large kitchen/dining hall – caused by the a mis-directed overflow pipe from the hot water cylinder. In undertaking repairs the hot water

cylinder (which had serviced the Kitchen/Dining Hall for some years) was replaced with a new gas portacom system, which appears to be servicing guest requirements well.

To prevent further erosion down the eastern side of the main driveway, an erosion proof drainage channel was constructed from river stones. The channel has not only corrected the escalating erosion problem in that area, but is also aesthetically pleasing.

The building leased to Whitireia on the western side of the Camp ground was the target of grafetti in May 2011. Security cameras have been installed to combat the problem. Security cameras have also been installed to combat occasional petty food theft in the Camper's kitchen fridge.

In June 2011 the Camp office (front window) was smashed into overnight and money stolen. Sadly this is the first time in the Camp's history that an event of this nature has occurred. Camp security has been stepped up as a consequence, and smash proof glass has been installed into the office.

June also saw the death of 'Nanu' the goat, and 'Rubarb' the donkey. Both animals have been with the camp for a number of years. Rhubarb is sadly missed by many including his son and other Camp donkey, Jelly, and suitable replacements for both animals are being sourced.

So far 2011 has seen an increase in group bookings (spread across schools groups, and sports and church groups – some of which travel to Porirua to attend events at Te Rauparaha Arena). Casual cabin/room and camping site bookings have also been on the rise, and the usual dip in visitor numbers during the winter period has hardly occurred in 2011.

The new staff work well together and their combined talents and efforts have definitely assisted with greater productivity both at a financial and occupancy level.

We would like to thank the Board of Management for their support for the past 12 months and all of the members who visit the camp or ring and offer advice - which is very much appreciated. The Board's voluntary contribution to the Camp is always impressive and inspiring.

Occupancy Report

Both Camping sites and Bed nights are similar to last year's Annual report at 62% and 32% respectively. Since 2011 occupancy has been on the increase and it will be interesting to see if this will continue into 2012 and beyond.

Freddy and Rachel Palu
Managers

THE SCHEDULE OF CORE MEMBERSHIP YEAR ENDED 30TH JUNE 2011

1. Porirua City Council (No representative)
2. Whitireia Community Polytechnic
3. Tawa Community Board
4. Board of Administration of the Methodist Church of New Zealand
5. Lions Club of Tawa

BOARD OF MANAGEMENT

Chairmen:	Bob Moffitt	
	Tony Tomlin	Whitireia Community Polytechnic
Secretary:	Alf Levick	Tawa Lions Club
Honorary Treasurer:	Joy Tau	
	David Darroch	Tawa Community Board
	John Griffin	
	Keith Knox	Methodist Church of New Zealand
	Bruce Twidle	
Managers:	Charmaine & Kevin Robinson (to December 2010))	
	Rachel & Freddy Palu (from December 2010)	

OTHER OFFICERS

Assistant Managers:	Rachel & Freddy Palu (to December 2010)
	Colin Pain (from January 2011)
Honorary Auditor:	Don MacLean

FINANCIAL MEMBERS

Grant Baker
Don Borrie



ANNUAL
ACCOUNTS
2010 - 2011

A Registered Charitable Entity

CAMP ELSDON INCORPORATED

INCOME & EXPENDITURE STATEMENT YEAR ENDED 30TH JUNE 2011

<u>2010</u>	<u>Notes</u>	<u>2011</u>
<u>INCOME</u>		
71,365	Camp Deposits & Hire Fees	73,967
61,683	Casual Hire	69,052
95,524	Campervans & Carasites	103,279
2,532	Bank Interest	3,688
40	Camp Elsdon Membership Fees	40
218	Coca Cola Vending Commission	107
-	Grant	1,000
100	Donations	100
125	Mattress Hire	350
85	Linen Hire	110
231,672	TOTAL INCOME	251,693
<u>EXPENDITURE</u>		
22,033	Cleaning	25,090
23,949	Electricity	21,661
6,268	General Administration	11,136
21,006	Salaries	26,591
7,889	Insurance	8,266
3,600	Land Rent	3,640
8,783	Rates	9,225
58,032	Repairs & Maintenance	59,969
2,215	Phones	2,455
1,377	Postage & Stationery	2,123
11,231	Advertising & Publicity	10,385
470	Bank Charges	449
4,665	G S T Payments	8,369
25,349	Improvements	27,335
69,580	Depreciation	75,523
992	Loss on Disposal	-
267,439	TOTAL EXPENDITURE	292,217
\$103,976	EXCESS EXPENDITURE OVER INCOME	\$40,524

CAMP ELSDON INCORPORATED

BALANCE SHEET AS AT 30TH JUNE 2011

<u>2010</u>	<u>Notes</u>	<u>2011</u>
<u>CURRENT ASSETS</u>		
200	Petty Cash	200
82,077	Westpac Bank	97,374
34,548	Bank of New Zealand	48,134
3,808	Pre-payment Insurance	3,823
-----		-----
120,633		149,531
<u>FIXED ASSETS</u>		
993,799	Buildings	1,110,123
32,636	Furniture, Plant & Equipment	36,501
13,167	Plus Additions for year	4,424
-----		-----
-----		1,151,048
<u>\$1,160,235</u>		<u>\$1,300,579</u>
<u>CURRENT LIABILITIES</u>		
3,700	Deposit Payments in advance	5,850
11,294	Accounts Payable	8,977
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14,994		14,827
<u>ACCUMULATED FUNDS</u>		
276,300	Opening Balance	240,533
35,767	Less Deficit for year	40,524
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240,533	Sub-total	200,009
904,708	Plus increase resulting from Revaluation of Fixed Assets	1,085,743
-----		-----
1,145,241	Closing Balance	1,285,752
-----		-----
<u>\$1,160,235</u>		<u>\$1,300,579</u>

CAMP ELSDON INCORPORATED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH JUNE 2011

1. STATEMENT OF ACCOUNTING POLICIES

Reporting Entity

Camp Elsdon Inc is a non-profit charitable organisation.

Camp Elsdon Inc is a reporting entity for purposes of the Financial Reporting Act 1993.

Camp Elsdon is a registered Charitable Entity.

Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis are followed by the Camp, with the exception that fixed assets have been revalued at 30th June 1997, 30th June 2006 and again at 30th June 2011.. (see Note 4).

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and the financial position have been applied.

* FIXED ASSETS

Buildings were revalued for insurance purposes at 30th June 1997, 30th June 2006 and again at 30th June 2011. The values were determined on the basis of replacement cost less depreciation and GST. Depreciation on buildings and contents has been deducted at the following rates:

Buildings and Improvements	4% C.P. (Value 30/6/11)
Furniture, Plant & Equipment	As per I R D 265

It is noted that most of the Camp's buildings were moved on site and have been substantially improved. They have an estimated life of 25 years.

* TAXATION

The Camp is exempt from Income Tax by Section 61(25) of the Income Tax Act 1976.

* GST

The accounts have been prepared on a GST inclusive basis.

2. DONATIONS & GRANTS

Donations:- Grant Baker \$100. .

Grant:- Department of Corrections \$1,000.

3. CURRENT BANK ACCOUNTS

	<u>2010</u>	<u>2011</u>
Bank of New Zealand	34,548	48,134
Westpac	4,932	16,736
Westpac Term Investment No 1 A/c	77,145	80,638
	-----	-----
	\$116,625	\$145,508
	=====	=====

4. **FIXED ASSETS**

	<u>Cost</u>	<u>Revaluation</u>	<u>Total Cost</u>	<u>Book Value 1/7/10 Plus Additions</u>	<u>Depreciation</u>	<u>Book Value 30/6/11</u>
Buildings	350,081	1,082,900	1,082,900	1,028,256	57,139	970,937
Field Shower Block	26,707	15,093	41,800	26,724	1,672	25,052
Conservation Centre	14,225	73,775	88,000	68,586	3,520	65,066
Dell Amenities	31,106	23,894	55,000	51,268	2,200	49,068
Furniture Plant & Equipment:						
Maytag W/Machine	2,394		2,394	406	89	317
Lazer Boiling Unit	774		774	162	29	133
Trimmer BC420H	899		899	70	35	35
13 Sets Bunk Beds	6,139		6,139	1,916	345	1,571
1 Vacuum Cleaners	587		587	62	31	31
Lazer Boiling Unit	1,238		1,238	354	64	290
Storage Container	2,109		2,109	638	128	510
Stevens Motor Mower	4,850		4,850	916	366	550
Lazer Boiling Unit	765		765	270	49	221
PCX Phone System	8,513		8,513	2,447	636	1,811
Stoves (7)	4,965		4,965	2,213	354	1,859
Fridge	999		999	457	73	384
Laser Photocopier	552		552	129	52	77
Laser Auto Boiler	955		955	395	79	316
9 Sets Bunk Beds	2,815		2,815	1,168	234	934
Maytag W/Machine	2,711		2,711	989	247	742
Euroleopard Tractor	10,012		10,012	4,911	638	4,273
Fieldmaster Mower	1,795		1,795	880	114	766
Simpson W/Machine	645		645	261	65	196
Fridge	2,588		2,588	1,461	234	1,227
Freezer	2,250		2,250	1,271	203	1,068
Stove	749		749	423	24	399
Heat Pumps (3)	9,969		9,969	5,105	1,021	4,084
Computer - Dell	1,401		1,401	505	202	303
Fridge	1,631		1,631	1,151	184	967
Maytag W/Machine	2,490		2,490	1,401	350	1,051
Maytag Dryer	2,156		2,156	1,213	303	910
Fridge	1,688		1,688	1,192	191	1,001
Vacuum Cleaner	551		551	270	81	189
Defibrillator	2,981		2,981	2,087	626	1,461
Gas BBQ	13,358		13,358	10,686	2,137	8,549
Vacuum Cleaner	562		562	394	118	276
Additions:						
Canon Mono Laser	505		505	505	202	303
Masport MC750 Mower	925		925	925	370	555
Trailer & Crate	3,018		3,018	3,018	392	2,626
Heater	656		656	656	131	525
Husqvarna 327P Trimmer	830		830	830	415	415

\$524,144 \$1,195,662 \$1,719,806 \$1,226,571 \$75,523 \$1,151,048



J H TAU
Honorary Treasurer

AUDIT REPORT

To Members of the Board of Camp Elsdon Inc

I have audited the attached financial report on pages 1-4. The financial report provides information about the past financial performance of Camp Elsdon Inc and its financial position as at 30th June 2011. This information is stated in accordance with the accounting policies included in this report.

The Responsibilities of Camp Elsdon Inc

Camp Elsdon is responsible for the preparation of a financial report which fairly reflects the financial position of Camp Elsdon as at 30th June 2011 and the results of its operations for the year ended 30th June 2011

Auditor's Responsibilities

It is my responsibility to express an independent opinion on the financial report presented by Camp Elsdon and report my opinion to you.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- * the significant estimates and judgements made by Camp Elsdon in the preparation of the financial report, and
- * whether the accounting policies are appropriate to Camp Elsdon's circumstances, consistently applied and adequately disclosed.

I conducted my audit in accordance with generally accepted auditing standards in New Zealand. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

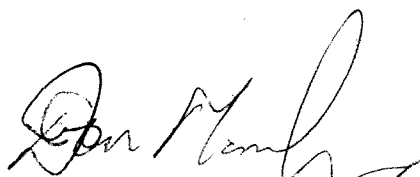
Qualified Opinion

In common with other organisations of a similar nature, control over the income from donations and fundraising prior to its being recorded is limited and there are no practical audit procedures to determine the effect of this limited control. My work has been confined to testing receipts once recorded.

I have obtained all the information and explanations I have required.

In my opinion, except for adjustments that might have been found to be necessary had I been able to obtain evidence concerning income from donations, camp deposits, and hire fees, the financial statements fairly reflect the financial position of Camp Elsdon at 30th June 2011 and the results of its operations for the year ended on that date.

My audit was completed on 16th September 2011 and my qualified opinion is expressed at that date.



Don Maclean B.C.A., C.A., M.B.A.
Chartered Accountant
Wellington