

## Annual return – United friendly societies dispensary & working men’s club

Friendly Societies and Credit Unions Act 1982

Name of dispensary / club

Organisation number

Christchurch United Friendly Societies Dispensary

1803006

Financial year ended

30 /04 /2019

### IMPORTANT

- > This form is used for both united friendly societies dispensaries and working men’s clubs, registered under Part II of the Friendly Societies and Credit Unions Act 1982 (‘the Act’).
- > Section 70 of the Act requires you to file the annual return, duly completed, together with a copy of your financial statements and audit report (where applicable) within 3 months of the end of the financial year of your dispensary or club.

### A. Names and addresses of officers

As at the date of the return; continue on a separate sheet if necessary)

	Name	Residential address
Committee of management	Ingid R Taylor	16 Memorial Avenue, Christchurch
	Ernest E McNicholl	501/50 Kilmore Street, Christchurch
	Stanley J Smith	58A Teesdale Street, Christchurch
	Malcolm E Taylor	17 Petworth Street, Christchurch
	Peter J Doody	14 Brackendale Street, Christchurch
Trustees	Malcolm E Taylor	17 Petworth Street, Christchurch
	Peter J Doody	14 Brackendale Street, Christchurch
	Ingid R Taylor	16 Memorial Avenue, Christchurch
Secretary	Stanley J Smith	58A Teesdale Street, Christchurch
Treasurer	Stanley J Smith	58A Teesdale Street, Christchurch

### B. Membership

Total number of members at beginning of year

2997

Number who joined during year

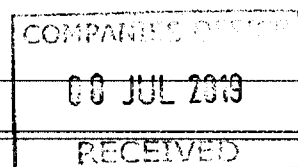
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Number who left during year

121

Total number of members at end of year

2876



Form AR – UFSWMC | Annual return –  
United friendly societies dispensary & working men’s club (continued)

Name of dispensary / club

Organisation number

Christchurch United Friendly Societies Dispensary

1803006

## C. Organisation addresses

Address of registered office

*This must be a physical address in New Zealand and must not be a PO Box or Private Bag address*

58A Teesdale Street, Burnside, Christchurch. 8053

Postal address for communication

*Postal address (e.g. PO Box) to which communications from the Registrar may be sent*

58A Teesdale Street, Burnside, Christchurch. 8053

Email address for communication

*The Registrar may contact the society via email – this email address will not be publicly available*

## D. Financial statements and auditor’s report

Please select 1 of the following options:

- A signed copy of the financial statements and auditor’s report (where applicable) are enclosed because the dispensary/club is;
- an FMC reporting entity/issuer (section 61); or
- a specified not-for-profit (section 62).

OR

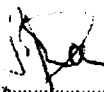
- Financial statements have not been prepared because the dispensary/club has opted out in accordance with section 64.

OR

- Financial statements and auditor’s report (where applicable) have been prepared in accordance with this society’s rules.

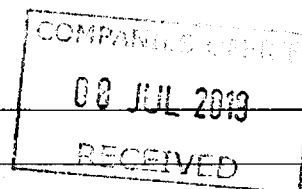
## E. Certification

I certify that the particulars of this annual return are correct.



Signature of Secretary or Treasurer

Date: 04/07/2019



Form completed by:

Name: Stanley James Smith

Address:

58A Teesdale Street, Burnside, Christchurch

Fax number (if any): None

# Guidance notes for completing an annual return for a united friendly societies dispensary or working men's club

Section 70 of the Act requires you to file the annual return, duly completed, together with a copy of your financial statements and audit report (where applicable).

## Preparation of financial statements

Annual financial statements must be prepared unless the dispensary or club has opted out, by way of a resolution of a majority of the members at a meeting of the society or branch held within 6 months from the start of the financial year, in accordance with section 64 of the Act.

### NOTE

*A dispensary or club cannot opt out where:*

- › *the rules expressly provide that section 64 does not apply (section 64(1)); or*
- › *in respect of a financial year if, in each of the 2 preceding financial years, the total operating expenditure of the dispensary or club is \$30 million or more (section 64(2)).*

## Audit of financial statements

Section 64A of the Act requires a society or branch to appoint an auditor to audit its financial statements where the society or branch:

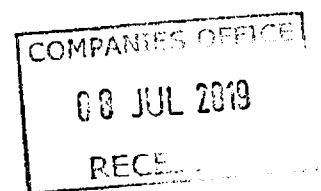
- › is a specified not-for-profit (NFP) entity (section 64A(1)); or
- › is not a specified NFP and the rules of the society require (section 64A).

### NOTE

*An entity is a specified NFP entity in respect of an accounting period if, in each of the 2 preceding accounting periods of the entity, the total operating payments of the entity are \$125,000 or more.*

### NOTE

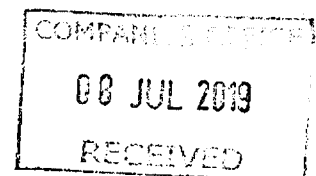
*A change of trustees, change of name and amendments to registered rules should be notified using the relevant form(s).  
Please contact us on 0508 266 726 for further assistance.*



**CHRISTCHURCH UNITED FRIENDLY  
SOCIETIES DISPENSARY**

**SPECIAL PURPOSE ANNUAL REPORT  
AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
30 APRIL 2019**



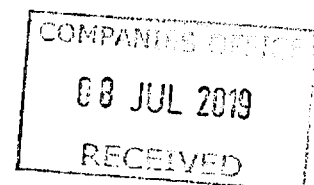
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**Christchurch United Friendly Societies Dispensary**

**Special Purpose Annual Report and Financial Statements**

For the Year Ended 30 April 2019

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**Christchurch United Friendly Societies Dispensary  
Notice of Meeting**

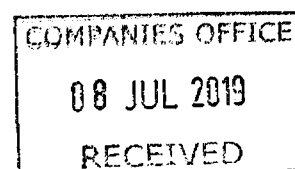
As at 30 April 2019

Notice is hereby given that the Annual Meeting of  
the General Committee will be held  
in the Philatelic Centre, 67 Mandeville Street, Riccarton, Christchurch,  
on Thursday 29 August 2019 at 7.30pm.

**Order of Business**

1. Roll Call
2. Apologies
3. Minutes
4. Correspondence
5. Consideration of Annual Report
6. Consideration of Special Purpose Financial Statements
7. To consider and if thought fit, pass the following recommendation of the Board –  
  
That the dividend on capital be at a rate of 2 cents per dollar of capital for the  
year ending 30 April 2019.
8. Election of Officers  
President  
Vice President  
Secretary/Treasurer  
One Trustee (Sis I.R. Taylor retires by rotation and being eligible offers herself for  
re-election)
9. Appointment of Reviewer or Auditor
10. General Business
11. Installation of Officers

Light supper and refreshments will be served after the meeting.



**Directory**

**As at 30 April 2019**

**Board of Management:**

**President:** Sis. I. R. Taylor M.U.F.S.

**Vice President:** Bro. E.A. McNicholl. M.U.F.S.

**Secretary/Treasurer:** Bro. S.J. Smith A.O.F.

**Trustees:** Bros. M.E. Taylor M.U.F.S.  
P.J. Doody A.O.F.  
Sis. I. R. Taylor M.U.F.S.

**Reviewer:** BDO Christchurch  
Chartered Accountants  
Christchurch

**Solicitors:** M.D.S.LAW  
Christchurch

## PRESIDENTS REPORT 2019

2019 has been another quiet and uneventful year as regards the Christchurch UFS Dispensary and the work of the Board.

The Board sadly notes the passing this year of Brother Jim Brine. Bro Brine was President in 1987 and 1999 and remained on the Board until the 2008 re-structuring after the business was sold. Jim chaired the property committee and even after he left the board, he still took pride in managing the Sydenham Property until it was sold.

Brother Brine was always keen to assist wherever he could, and of particular note we are grateful for the work he did recently in the destruction of old records and the organisation relating to the updating of the Honours Board.

Brother Brine was always an active lodge member and delegate at AGM's, firstly for the Druids and latterly Manchester Unity.

There has been no change to the subscribed capital in the Christchurch UFS Dispensary from the previous year which is as follows:

<b>LODGE</b>		<b>CAPITAL</b>
<b>LOYAL RICCARTON LODGE</b>	<b>M.U.F.S.</b>	<b>\$74,326.00</b>
<b>LOYAL CANTERBURY LODGE</b>	<b>M.U.F.S.</b>	<b>\$39,541.00</b>
<b>COURT STAR OF CANTERBURY</b>	<b>A.O.F.</b>	<b>\$33,947.00</b>
<b>ST PATRICKS LODGE</b>	<b>H.A.C.B.S.</b>	<b><u>\$13,167.00</u></b>
		<b><u>\$160,981.00</u></b>

Also therefore, delegate's entitlement remain as follows:

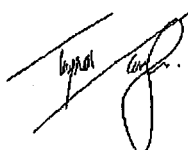
<b>LOYAL RICCARTON LODGE</b>	<b>10 delegates</b>
<b>LOYAL CANTERBURY LODGE</b>	<b>8 delegates</b>
<b>COURT STAR OF CANTERBURY</b>	<b>7 delegates</b>
<b>ST PATRICKS LODGE</b>	<b>3 delegates</b>

The net assets of the dispensary at the end of the 2018/2019 financial year were \$169,941.00 with a net surplus for the year of \$1,946.00.

I wish to thank our secretary and treasurer, Bro. Smith, for his support and efficiency in assisting me over the past year. His continued hard work is very much appreciated. I am also grateful to my fellow board members, Bro. Taylor, Bro. Doody and Bro. McNicholl.

The matters for consideration at this meeting are set out in the Notice of Meeting.

For and on behalf of the Board of Management,



Ingrid Taylor.

## **INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT TO THE MEMBERS OF CHRISTCHURCH UNITED FRIENDLY SOCIETIES DISPENSARY**

### **Report on the Financial Statements**

We have reviewed the accompanying financial statements of Christchurch United Friendly Societies Dispensary that comprise the statement of financial position as at 30 April 2019, and the statement of financial performance, statement of movements in equity and the statement of appropriation for the year ended 30 April 2019, and notes comprising a summary of significant accounting policies and other explanatory information.

### *Committees' Responsibility for the Financial Statements*

The Committee is responsible for the preparation and fair presentation of these special purpose financial statements and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner's Responsibility*

Our responsibility under the Charities Act 2005 is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, *Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity*. ISRE (NZ) 2400 requires us to conclude whether anything has come to our attention that causes us to believe that the financial statements, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires us to comply with relevant ethical requirements.

A review of financial statements in accordance with ISRE (NZ) 2400 is a limited assurance engagement. It consists primarily of making inquiries of management and others within the entity involved in financial and accounting matters, applying analytical procedures, and evaluating the sufficiency and appropriateness of evidence obtained. A review also requires performance of additional procedures when the practitioner becomes aware of matters that cause the practitioner to believe the financial statements as a whole may be materially misstated.

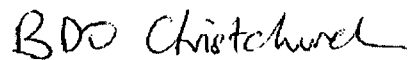
The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on these financial statements.

We believe that the evidence we have obtained in our review is sufficient and appropriate to provide a basis for our conclusion.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, Christchurch United Friendly Societies Dispensary.

*Conclusion*

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Christchurch United Friendly Societies Dispensary as at 30 April 2019, and of its financial performance for the year then ended, in accordance with special purpose, requirements of the Society.



BDO Christchurch  
Christchurch  
New Zealand  
27 June 2019

**Statement of Financial Performance**

For the Year Ended 30 April 2019

	Note	2019	2018
<b>Investment Income</b>			
<b>Investments - Financial</b>			
Interest - Sundry		2	3
Westpac Call A/c Interest		9	11
Westpac Fixed Interest		0	680
Bonds Interest		8,051	9,256
Bond Sales - Net Profit		0	244
		<u>8,062</u>	<u>10,194</u>
<b>Less Administration Expenses</b>			
Accountancy and Reviewer Fees		3,002	3,002
Computer Expenses		87	69
General Expenses		520	932
Office Expenses		1,104	1,104
Postage and Stationery		110	0
Subscriptions & Registrations		793	672
Fidelity Insurance		500	500
		<u>6,116</u>	<u>6,279</u>
<b>Total Expenses</b>		<u>(6,116)</u>	<u>(6,279)</u>
<b>Net Surplus/(Loss)</b>		<u>1,946</u>	<u>3,915</u>

The accompanying notes form part of these financial statements.

**Statement of Appropriation**

For the Year Ended 30 April 2019

	Note	2019	2018
<b>Income</b>			
<b>Net Surplus before Taxation</b>		1,946	3,915
Tax Expense/(Refund)	3	0	0
<b>Net Operating Surplus for the Year</b>		<u>1,946</u>	<u>3,915</u>
<b>Retained Earnings Brought Forward</b>		\$10,234	\$6,319
		<u>\$12,180</u>	<u>\$10,234</u>
Less Distribution to Lodges - Paid		3,220	0
<b>Retained Earnings Carried Forward</b>		<u><u>\$8,960</u></u>	<u><u>\$10,234</u></u>

The accompanying notes form part of these financial statements.

## Statement of Financial Position

As at 30 April 2019

	Note	2019	2018
<b>Equity-Members Capital and Reserves</b>			
Subscribed Capital	8	160,981	160,981
Retained Earnings		<u>8,960</u>	<u>10,234</u>
<b>Total Equity</b>		<u><b>\$169,941</b></u>	<u><b>\$171,215</b></u>
<b>Represented by:</b>			
<b>Current Assets</b>			
Accounts Receivable		1,602	1,602
Westpac		33	(613)
Westpac Call Account	4	9,513	10,864
Contact Bonds due 15 May 2019	2	50,000	0
Auckland Airport Bonds due 13 Dec 2019	2	35,000	0
		96,148	11,853
<b>Non-Current Assets</b>			
Investments	2	75,000	160,569
<b>Total Assets</b>		<b>\$171,148</b>	<b>\$172,422</b>
<b>Less Current Liabilities</b>			
Accounts Payable		1,207	1,207
Income Tax Due	3	0	0
		<u>\$1,207</u>	<u>\$1,207</u>
<b>Net Assets</b>		<u><b>\$169,941</b></u>	<u><b>\$171,215</b></u>


 \_\_\_\_\_ Trustee


 \_\_\_\_\_ Secretary


 \_\_\_\_\_ Trustee

27 / 6 / 2019 Date

The accompanying notes form part of these financial statements.

**Statement of Movements in Equity**

For the Year Ended 30 April 2019

	<b>Note</b>	<b>2019</b>	<b>2018</b>
Equity at 1 May 2018		171,215	247,790
Net operating surplus for the year		1,946	3,915
		<u>173,161</u>	<u>251,705</u>
Capital Distribution to Lodges Paid		0	(80,490)
Disribution to Lodges - Paid		(3220)	0
		<u>          </u>	<u>          </u>
Equity at 30 April 2019		<u><b>\$169,941</b></u>	<u><b>\$171,215</b></u>

The accompanying notes form part of these financial statements

**Notes to the Financial Statements**

For the Year Ended 30 April 2019

**1. Statement of Accounting Policies**

**Reporting Entity**

The Christchurch United Friendly Society's Dispensary (UFS) is a Society registered under the Friendly Societies and Credit Union Act 1982. These financial statements are special purpose financial statements prepared solely to meet the requirements of the Christchurch United Friendly Society's Dispensary. The accounting policies applied are specific to the Society's circumstances, as determined by the Trustees.

**Measurement Base**

The accounting principles recognised by the UFS are that of historical cost.

**Specific Accounting Policies**

\* **Revenue Recognition**

Revenues are recorded in the year they are earned not received.

\* **Receivables**

Receivables are stated at their estimated realisable value.

\* **Income Tax**

The UFS no longer engages in any taxable activities.

\* **Business**

At year end the Society had income from bank deposits and bonds.

\* **GST**

Figures are GST exclusive.

The UFS de-registered from GST commencing 1 November 2016.

\* **Investments**

Bank investments are initially recorded at cost.

Bonds are recorded using amortised cost.

\* **Changes in Accounting Policies**

There have been no changes in accounting policies. All policies have been applied on bases consistent with those in previous years.

## Notes to the Financial Statements (continued)

For the Year Ended 30 April 2019

**2. Investments**

	Holding	2019	2018
Auckland Airport Bonds due 13 Dec 2019	35,000	35,000	35,183
Contact Energy Bonds due 15 May 2019	50,000	50,000	50,386
Trustpower Bonds due 15 December 2021	25,000	25,000	25,000
Bank of New Zealand Bonds due 17 Dec 2025	50,000	50,000	50,000
		<b>\$160,000</b>	<b>\$160,569</b>

**3. Taxation**

	2018	2017
Net surplus before tax	1,946	3915
Less non-taxable income	(1,946)	(3,915)
	<u>0</u>	<u>0</u>

The Society has income tax losses totalling \$125,426 to carry forward and available to be set-off against future assessable income. The potential future income tax benefit of these losses has not been recorded in the financial statements. We no longer engage in taxable activities so it is not possible to use these losses.

**4. Bank Deposits**

	2019	2018
Westpac Canterbury Centre Westpac Call Account at 0.10%	\$9,513	\$10,864

**Notes to the Financial Statements(continued)**

For the Year Ended 30 April 2019

**5. Capital Commitments**

There were no capital commitments at year end. (2018:Nil)

**6. Contingent Liabilities**

In the Agreement for Sale & Purchase of the Pharmacy Business with Mackenzie Group there exists the potential for the Society to assist with funding members Prescription Rebates under certain circumstances.

These are; Exceeding an agreed amount of Rebate or Health Authority funding changes.

At this time it is not possible to quantify the exact value of these possible liabilities.

This was also the case in the 2018 year.

**7. Total Gross Revenue**

	2019	2018
Bond Sales	0	244
Interest	8,062	9,950
	<u>\$8,062</u>	<u>\$10,194</u>

**8. Capital & Reserves**

	2019	2018
<b>Subscribed Capital</b>		
Balance as at 1 May 2018	160,981	241,471
Less Return of Capital Paid	0	80,490
Balance as at 30 April 2019	<u>\$160,981</u>	<u>\$160,981</u>

**9. Related Parties****Lodge Members/Shareholding Lodges**

At balance date there are no outstanding balances with Lodge Members or Shareholding Lodges

**Zilco NZ Ltd**

This company of which Stanley James Smith is a Director provided the printing services for the 2018 Annual Accounts to the Christchurch United Friendly Societies Dispensary