

**Royal Scottish Country Dance Society NZ Branch Incorporated**

STATEMENT OF FINANCIAL PERFORMANCE: Year Ended 31 August 2018

	Note	2018	2017
<b>INCOME</b>		<b>\$</b>	<b>\$</b>
Membership Fees		35,045	31,024
Bank Interest		4,067	4,756
50th Anniversary Ball		8,025	
Shop transfers			
Education & Training	1	50	1,018
Youth / JAMs	2	903	1,353
Other Income		1,010	690
<b>TOTAL INCOME</b>		<b>49,100</b>	<b>38,841</b>
<b>EXPENSES</b>			
Audit Fees		805	
Insurance		1,880	1,565
Bank Fees		394	382
Other Admin expenses		4,046	2,916
Management Committee Expenses	3	8,293	7,379
50th Anniversary Ball		7,441	
Honoraria	3	1,600	1,600
Presidents Travel		655	1,108
Publications & Promotion	4	13,056	6,012
Education & Training	1	3,710	4,440
Youth / JAMs	2	2,950	4,354
<b>TOTAL EXPENSES</b>		<b>44,830</b>	<b>29,756</b>
<b>PROFIT/(LOSS) BEFORE OTHER ACTIVITIES</b>		<b>4,270</b>	<b>9,085</b>
<b>OTHER ACTIVITIES</b>			
Net Movement in Special Funds	5	932	(10,683)
Shops - Net Profit/(Loss)		(1,672)	865
Net Movement in Region Held Funds		(4,053)	(17,482)
<b>TOTAL OTHER ACTIVITIES</b>		<b>(4,793)</b>	<b>(27,300)</b>
<b>NET PROFIT/(LOSS) FOR THE YEAR</b>		<b>(523)</b>	<b>(18,215)</b>

1

# Royal Scottish Country Dance Society NZ Branch Incorporated

STATEMENT OF FINANCIAL POSITION: As at 31 August 2018

	Note	2018 \$	2017 \$
<b>ASSETS</b>			
Cash and Term Deposits			
General Funds		146,681	139,411
Special Funds	5	92,223	91,292
Summer School Funds		24,748	45,942
Region Held Funds		85,783	89,837
RSCDS Subscriptions Funds		9,631	13,891
Shops Funds		11,123	17,144
Total Cash & Term Deposits		<u>370,190</u>	<u>397,517</u>
Stock		12,081	11,516
Trade Debtors		183	0
<b>TOTAL ASSETS</b>		<b><u>382,455</u></b>	<b><u>409,033</u></b>
<b>LIABILITIES</b>			
Provision for RSCDS Subscriptions		9,631	13,891
Provision for Summer School Expenses		24,748	45,942
Trade Creditors		0	600
<b>TOTAL LIABILITIES</b>		<b><u>34,379</u></b>	<b><u>60,434</u></b>
<b>NET ASSETS</b>		<b><u>348,076</u></b>	<b><u>348,599</u></b>
<b>ACCUMULATED FUNDS</b>			
Opening Accumulated Funds - 1 September		348,599	366,814
Net Profit/(Loss) for the Year		(523)	(18,215)
<b>Closing Accumulated Funds - 31 August</b>		<b><u>348,076</u></b>	<b><u>348,599</u></b>

*Represented By:*

These special purpose financial statements were authorised for issue for and on behalf of the Management Committee

*Clare E Laidlaw*  
\_\_\_\_\_  
President

*Paulwell*  
\_\_\_\_\_  
Treasurer

Date 15/10/2018

Date 15/10/2018.

**Royal Scottish Country Dance Society NZ Branch Incorporated.**  
STATEMENT OF ACCOUNTING POLICIES: Year Ended 31 August 2018

**Reporting Entity**

These are the special purpose financial statement of Royal Scottish Country Dance Society New Zealand Branch Incorporated (the "RSCD NZ Branch"). The RSCDS NZ Branch is an incorporated society registered under the Incorporated Societies Act 1908. The RSCDS NZ Branch has its own Constitution and operates to further the interests of Scottish Country Dancing in New Zealand. It has a Licence Agreement with the Royal Scottish Country Dance Society (the "Society") in Scotland to whom its members belong.

The RSCDS NZ Branch comprises of the NZ Branch and its ten Regions. In addition to the centrally managed activities of the NZ Branch, there are two shops and an annual Summer School which are managed separately, but overseen, by the NZ Branch. Separate special purpose financial statements are prepared for the two shops, the annual Summer School and the ten Regions. Only the net movement in their respective cash flows and the closing asset balances are recorded in these special purpose financial statements.

The special purpose financial statements have been prepared for the RSCDS NZ Branch Members, as required under the Constitution. The special purpose financial statements have been prepared in accordance with the significant accounting policies set out below.

**Measurement Base**

The special purpose financial statements have been prepared on an historic cost basis.

**Significant Accounting Policies**

1. Membership fees are recognised as income when banked.
2. The RSCDS NZ Branch is an amateur sports promotor and is therefore exempt from income tax in accordance with Section CW46 of the Income Tax Act 2007.
3. The RSCDS NZ Branch is not registered for Goods and Services Tax ("GST"). Accordingly the Statement of Financial Performance has been prepared so that all components of income and expenses are stated inclusive of GST, where applicable. All items in the Statement of Financial Position are stated inclusive of GST, where invoiced.
4. The stock recorded in the Statement of Financial Position relates to the Record and Book Shop stock which is recorded at the lower of cost or net realisable value.
5. The cash and term deposits relating to the Special Fund are restricted funds to be used for specific purposes. The income and expense transactions and asset balances are reported on a net basis.
6. The cash and term deposits of the ten Regions are restricted funds as they are held and managed by the Regions. Consequently they are not deemed to be part of the discretionary funds of the RSCDS NZ Branch available to all members.
7. The RSCDS subscriptions account is operated for the collection of the Society fees. The annual fee payable by the RSCDS NZ Branch members to the Society is collected in New Zealand Dollars, but is payable in Great British Pounds Sterling. The RSCDS Subscriptions Funds balance reported in the Statement of Financial Position reflects differences in the amounts collected and paid over time. Consequently a corresponding liability is recorded in the Statement of Financial Position.
8. The cash and term deposits for the annual Summer School reported in the Statement of Financial Position represents the balance of prepaid summer school fees, less deposits for expenses paid for the following year's Summer School. Consequently a corresponding liability is recorded in the Statement of Financial Position.

 3

# Royal Scottish Country Dance Society NZ Branch Incorporated

NOTES TO THE FINANCIAL STATEMENTS: Year Ended 31 August 2018

## NOTE 1 - Education & Training

	2018	2017
	\$	\$
INCOME		
Exam Fees	50	1018
Teaching Course Fees	-	-
Music Course fees	-	-
<b>TOTAL INCOME</b>	<b>50</b>	<b>1018</b>
EXPENSES		
Examinations	0	1,440
Teaching Courses	710	-
Music Courses		
Dancing Scholarships	3,000	3,000
<b>TOTAL EXPENSES</b>	<b>3,710</b>	<b>4,440</b>

## NOTE 2 - Youth/JAMs

	2018	2017
	\$	\$
INCOME		
JAM Fees	655	590
JAM Medal Test Fees	180	685
Other Income	68	78
<b>TOTAL INCOME</b>	<b>903</b>	<b>1,353</b>
EXPENSES		
JAM Medal Tests	522	1,409
JAM Newsletter	428	380
JAM Camp	-	-
Other Expenses	-	365
Dancing Scholarships	2,000	2,200
<b>TOTAL EXPENSES</b>	<b>2,950</b>	<b>4,354</b>

## NOTE 3 - Related Party Transactions

	2018	2017
	\$	\$
<b>Management Committee Expenses</b>		
Travel Expenses	691	1,467
Summer School Fees	6,520	5,490
Mid Year Meeting Costs	1,082	422
<b>TOTAL EXPENSES</b>	<b>8,293</b>	<b>7,379</b>
Honoraria Paid	1,600	1,600

Honorary to the value of \$1,000 were not claimed during the year ended 31 August 2018 (Year ended 31 August 2017: \$1,000).

## NOTE 4 - Publications & Promotion

	2018	2017
	\$	\$
Publications	7,506	6,012
Promotion	5,550	-
<b>TOTAL EXPENSES</b>	<b>13,056</b>	<b>6,012</b>

*Handwritten signature* 4

# Royal Scottish Country Dance Society NZ Branch Incorporated

NOTES TO THE FINANCIAL STATEMENTS: Year Ended 31 August 2018

## NOTE 5

### Special Funds

2018 \$	M Smallwood Bequest	Memorial	Musicians	School	Youth	Total Special Funds	Total Region Held Funds
Balance at 1 September	14,425	22,090	1,138	42,070	11,568	91,292	89,837
Summer School Transfers			1,350	1,786		3,136	
Donations & Branch Transfer	-	850	50		502	1,402	
Bank Interest	358	561	2	1,012	371	2,304	
Grants & Expenses	(1,500)	(710)	0	(3,700)		(5,910)	(4,053)
<b>Balance 31 August</b>	<b>13,283</b>	<b>22,791</b>	<b>2,540</b>	<b>41,168</b>	<b>12,441</b>	<b>92,223</b>	<b>85,784</b>

### Represented By:

#### Cash and Term Deposits

Net Increase/(Decrease) for the Year

	<b>13,283</b>	<b>22,791</b>	<b>2,540</b>	<b>41,168</b>	<b>12,441</b>	<b>92,222</b>	<b>85,783</b>
	(1,142)	701	1,402	(902)	873	932	(4,053)

2017 \$	M Smallwood Bequest	Memorial	Musicians	School	Youth	Total Special Funds	Total Region Held Funds
Balance at 1 September	11,774	20,951	2,634	55,404	11,210	101,973	107,319
Summer School Transfers				(5,015)		(5,015)	
Donations & Branch Transfer	3,792	850				4,642	
Bank Interest	358	545	4	838	358	2,103	
Grants & Expenses	(1,500)	(256)	(1,500)	(9,156)		(12,411)	(17,482)
<b>Balance 31 August</b>	<b>14,425</b>	<b>22,090</b>	<b>1,138</b>	<b>42,070</b>	<b>11,568</b>	<b>91,292</b>	<b>89,837</b>

### Represented By:

#### Cash and Term Deposits

Net Increase/(Decrease) for the Year

	<b>14,425</b>	<b>22,090</b>	<b>1,138</b>	<b>42,070</b>	<b>11,568</b>	<b>91,292</b>	<b>89,837</b>
	2,650	1,139	(1,496)	(13,333)	358	(10,683)	(17,482)

# AUDIT REPORT

## *To the Members of Royal Scottish Country Dance Society New Zealand Branch Incorporated*

I have audited the special purpose financial statements of the Royal Scottish Country Dance Society New Branch Incorporated ("the RSCDS NZ Branch"). The financial statements provide information about the past financial performance of the RSCDS NZ Branch for the year ended 31 August 2018 and its financial position as at 31 August 2018. This information is stated in accordance with the accounting policies set out in the notes and other explanatory information.

This report is solely to the Members, as a body, in accordance with Section 8.5 of the Constitution. My audit has been undertaken so that I might state to the Members those matters I am required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Members, as a body, for my audit work, for this report, or for the opinions I have formed.

### **The Management Committee's Responsibilities**

The Management Committee is responsible for the preparation of the special purpose financial statements which fairly reflects the financial position of the RSCDS NZ Branch as at 31 August 2018 and the results of operations for the year ended 31 August 2018. The Management Committee is also responsible for such internal controls as they deem necessary to ensure the preparation of special purpose financial statements are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibilities**

It is my responsibility to express an independent opinion on the special purpose financial statements presented by the Management Committee and report to you.

### **Basis of Opinion**

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the special purpose financial statements. It also includes assessing the significant estimates and judgements made by the Management Committee in the preparation of the financial report, and whether the accounting policies are appropriate to the RSCDS NZ Branch's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit 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 the information in the special purpose financial statements.

Other than in my capacity as auditor I have no relationship with, or interest in the RSCDS NZ Branch.

### **Auditor's Opinion**

I have obtained all of the information and explanations I have required, except that my work was limited as explained below:

- a) The special purpose financial statements include all income and expenditure recorded in the accounting records of the RSCDS NZ Branch. In common with other organisations of similar nature, controls over cash income prior to its being recorded are limited as an audit procedure it was not practical to extend my examination of income beyond the amounts received as shown by the books and records of the Royal Scottish Country Dance Society New Zealand Branch Incorporated.
- b) The special purpose financial statements include certain financial transactions, where appropriate, of the Bookshop, Record shop and the Regions, as advised from their respective financial records. Their financial records are audited by independently appointed auditors to myself on whose audits, in each case, Members need to rely.

Based on my audit, except for adjustments that might have been found to be necessary had I been able to obtain sufficient evidence concerning cash income and the individual financial records of the Bookshop, Record Shop, and the Regions, nothing has come to my attention that causes me to believe that the attached financial statements do not fairly reflect the financial position of the RSCDS NZ Branch, as at 31 August 2018 and the results of its operations for the year ended on that date.

My audit was completed on 10 October 2018.



G Cross,  
Cross Financial Services Ltd,  
Wellington