

Performance Report

Cobblestones Trust
For the year ended 31 May 2018

Prepared by Osborne Group

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Compilation Report

Cobblestones Trust For the year ended 31 May 2018

Compilation Report to the Trustees of Cobblestones Trust.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Cobblestones Trust for the year ended 31 May 2018.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

Review Engagement Undertaken

These Financial Statements have been subject to a Review, in line with the Trust's reporting obligations under the Charities Act 2005. Please refer to Reviewer's Report.

Independence

We have no involvement with Cobblestones Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Osborne Group,
3 Waltons Ave, Kuripuni

Masterton, 5810

Dated: 12 September 2018

Entity Information

Cobblestones Trust For the year ended 31 May 2018

'Who are we?', 'Why do we exist?'

Legal Name of Entity

Cobblestones Trust

Entity Type and Legal Basis

Charitable Trust and Registered Charity.

Registration Number

Registered as a Charity (registration number CC35875) under the Charities Act 2005.

Entity's Purpose or Mission

Cobblestones Trust is responsible for the maintenance, preservation and development of the 'Cobblestones Museum' at Main Street in Greytown, and the displays thereat including the land upon which the museum is situated, for the use, benefit, and enjoyment of the public.

We do this by:

- The preservation and restoration of artifacts, chattels, relics and historical items relating in particular to the Wairarapa District.
- Fostering and encouragement of an interest in history and the education of museum visitors through displays, and lectures.
- Marking, maintenance and preservation of places and things which are of local historical interest, and the keeping of permanent records thereof.

The Trust has several buildings in the museum grounds that are registered with the Historic Places Trust, and in 2014 we opened a new exhibition hall and entranceway.

We are predominantly funded by:

- Grants from the three Wairarapa District Councils and the Greytown Land Trust
- Visitor Entrance Fees
- Rental payments from the Cobblestones-owned Schoc building
- Support of a financial or other nature by local businesses and organisations

We also receive grant funding from other sources for specific projects. This year we were very privileged to receive 3 anonymous grants for our electrification project, for which we are very grateful.

The Trust owns approximately one half of the museum grounds, with the other half being owned by the Greytown Lands Trust which is leased to Cobblestones for an annual rental.

Entity Structure

The Trust is managed by a Board of Trustees. Our Trust Deed states that we must have between eight and twelve Trustees. One Trustee may be appointed by each of the following: South Wairarapa District Council, Carterton District Council, Masterton District Council, Friends of Cobblestones, Greytown Business Association (no longer in existence; replaced by Greytown Lions), Greytown Community Heritage Trust, Rotary Club of South Wairarapa and Greytown Trust Lands.

We currently have eleven Trustees that constitute our governance board. In addition we have a Secretary and Treasurer.

Name	Board Position	Appointed by
Grey Tuck	Chairperson	Cobblestones Trust Board
Brian Baxter	Deputy Chairperson	South Wairarapa Rotary
Annabelle O'Meara	Board Member	Greytown Community Heritage Trust
Graeme Gray	Board Member	Greytown Trust Lands Trust
Bruce Cole	Board Member	Friends of Cobblestones
Colin Wright	Board Member	South Wairarapa District Council
Leigh Hay	Board Member	Cobblestones Trust Board
Pete Price	Board Member	Cobblestones Trust Board
Brent Goodwin	Board Member	Masterton District Council
Alan McCartney	Board Member	Greytown Lions
Joseph Gillard	Board Member	Carterton District Council
Anne Hayden	Secretary	
Anthea Nickson	Treasurer	

Operational Structure: Our operations are managed by the Trustees. We employ a groundsman, a cleaner and a part time front office person. Volunteers support us with our various activities throughout the year.

Main Sources of Entity's Cash and Resources

Cobblestones Trust has received its income from a mixture of grants, rent received, gate takings, souvenir sales, donations and fundraising.

Main Methods Used by Entity to Raise Funds

Grants are applied for from District Councils and other community organisations for specific projects. Fundraising activities are usually run by the Friends of Cobblestones volunteer group.

Entity's Reliance on Volunteers and Donated Goods or Services

All Board members are volunteers, as are most of the front office and collection teams. Friends of Cobblestones, another volunteer group, work alongside the Cobblestones Trust and are actively involved in fund raising, care and maintenance of the museum grounds, development projects, museum promotion, and events and open days.

Additional Information

Phone: 06 304 9079

Email: cobblestonesmuseumgreytown@gmail.com

Website: www.cobblestonesmuseum.org.nz

Address

169 Main Street, Greytown, New Zealand, 5712

Entity Information - Additional Information

Cobblestones Trust

For the year ended 31 May 2018

Date of Registration

The Trust was originally incorporated in 1980

Banker

Bank of New Zealand Ltd, Carterton

Accountant

Osborne Group

3 Waltons Ave, Kurpuni

Masterton, 5810

Approval of Financial Report

Cobblestones Trust For the year ended 31 May 2018

The Trustees are pleased to present the approved financial report including the historical financial statements of Cobblestones Trust for year ended 31 May 2018.

APPROVED

Graeme GRAY

Deputy Chairperson

Date

Brian BAXTER

Chairperson

Date

Statement of Service Performance

Cobblestones Trust

For the year ended 31 May 2018

'What did we do?', 'When did we do it?'

Description of Entity's Outcomes

A well presented and informative museum for the public to enjoy, encouraging an interest in history. Providing education of museum visitors through displays and lectures.

	2018	2017
Description and Quantification of the Entity's Outputs		
Total Visitor Numbers	4,609	4,671
Estimated Volunteer Hours	5,700	5,642

Statement of Financial Performance

Cobblestones Trust

For the year ended 31 May 2018

'How was it funded?' and 'What did it cost?'

	NOTES	2018	2017
Revenue			
Revenue			
Donations, fundraising and other similar revenue			
Carterton District Council		5,000	-
Donations		811	1,531
Donations - Special		1,600	-
Donations - Friends of Cobblestones		2,796	586
Donations - Electrical Reticulation Project - South Wairarapa Rotary		3,000	-
Donations - Electrical Reticulation Project - Eastern & Central Community Trust		12,000	-
Donations - Asset Purchases Anonymous		5,242	-
Donations - Electrical Reticulation Project -3 Anonymous donations of \$10,000		30,000	-
Donations - Asset Purchases Trusthouse		2,500	-
Grant - Greytown Community Board		700	-
Masterton District Council		2,500	-
New Building Fund NZ Lottery Grants Board		-	40,000
Greytown Trust Lands Trust		32,526	29,783
South Wairarapa Rotary Club		-	5,290
South Wairarapa District Council		15,000	15,000
Special Donations		-	4,519
Woolshed Fundraising		-	1,000
Total Donations, fundraising and other similar revenue		113,675	97,708
Revenue from providing goods or services			
Admin Hall Hire		1,651	892
Church Hire		1,957	1,443
Gate Takings General Public		24,273	25,480
Gate Takings Group Tours		-	1,049
Gate Takings School Groups		1,302	-
Rent (Schoc Building)		16,709	15,387
Souvenir Sales		7,621	9,185
Total Revenue from providing goods or services		53,513	53,436
Interest, dividends and other investment revenue			
Interest Income		67	1,319
Interest Income - IRD		76	-
Total Interest, dividends and other investment revenue		144	1,319
Other revenue			
Banking and Eftpos Variances		285	-

This statement should be read in conjunction with the attached Compilation Report.

	NOTES	2018	2017
Wages Subsidy from MSD		16,354	17,043
Total Other revenue		16,639	17,043
Total Revenue		183,970	169,505
Total Revenue		183,970	169,505
Expenses			
Volunteer and employee related costs			
ACC Workplace Cover		87	-
Wages		37,079	30,144
KiwiSaver Employer Contributions		475	-
Uniforms - Staff		42	-
Professional Development		-	132
Total Volunteer and employee related costs		37,683	30,276
Costs related to providing goods or service			
Administration		359	1,693
Advertising		2,313	4,051
Bank Charges		280	355
Building & Grounds Maintenance (2017 includes \$40,000 for woolshed restoration)		5,841	52,042
Cleaning & Laundry		51	-
Collections & Exhibitions		4,395	1,405
Development Expenses - Projects		1,500	-
Eftpos Admin and Rental		908	831
Entertainment		225	-
Fuel, Oil Mower Expenses		1,357	491
General Expenses		263	1,066
Ground Lease (Greytown Trustlands Trust)		34,238	31,350
Insurance		7,111	4,941
Legal Expenses		328	-
Marketing		2,705	1,568
Phone/Internet		1,164	1,240
Power		4,564	4,202
Printing and Stationery		542	-
Rates		6,278	5,658
Sanitation		1,462	1,371
Exhibition Costs		4,758	-
Subscriptions		482	178
Wedding /Church Promotion		160	-
Total Costs related to providing goods or service		81,284	112,441
Souvenirs			
Closing Stock - Souvenirs		(2,686)	(4,362)
Opening Stock - Souvenirs		4,362	3,356
Souvenir Purchases		2,883	4,812
Total Souvenirs		4,559	3,807

This statement should be read in conjunction with the attached Compilation Report.

	NOTES	2018	2017
Other expenses			
Accountants		2,490	2,626
Audit Fee		250	963
Building WOF Inspections		1,480	-
Interest - IRD		1	-
Expenses - Electrical Reticulation Project		53,754	-
Loss on Sale of Asset		1,147	-
Total Other expenses		59,121	3,589
Total Expenses		182,647	150,113
Net Surplus before Depreciation		1,323	19,392
Depreciation			
Depreciation		20,875	30,695
Total Depreciation		20,875	30,695
Surplus/(Deficit) for the Year		(19,552)	(11,303)

This statement should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

Cobblestones Trust As at 31 May 2018

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAY 2018	31 MAY 2017
Assets			
Current Assets			
Bank accounts and cash			
Cash on Hand		307	389
Secretary Petty Cash		64	-
Current Acc		4,942	8,296
Horse Drawn Acc		-	785
Conservation Account		867	1,026
Savings		24,318	19,169
Woolshed Acc		3,969	3,546
Total Bank accounts and cash		34,467	33,210
Accounts Receivable			
Accounts Receivable		273	-
Sundry Debtors		-	4,950
Total Accounts Receivable		273	4,950
GST		2,409	4,221
GST Receivable - 2016		-	1,996
GST Receivable - 2017		-	7,320
GST Receivable - 2018		8,809	-
Inventory		2,686	4,362
Total Current Assets		48,644	56,058
Non-Current Assets			
Property, Plant and Equipment			
Buildings			
Buildings		1,646,657	1,929,090
Less Accumulated Depreciation on Buildings		(27,688)	(297,569)
Total Buildings		1,618,969	1,631,521
Exhibits Valuation			
Exhibits Valuation		126,401	126,401
Less Accumulated Depreciation on Exhibits Valuation		(20,750)	(14,554)
Total Exhibits Valuation		105,651	111,847
Plant and Equipment			
Plant & Equipment		15,104	11,804
Less Accumulated Depreciation on Plant & Equipment		(6,295)	(5,872)
Total Plant and Equipment		8,809	5,932

This statement should be read in conjunction with the attached Compilation Report.

	NOTES	31 MAY 2018	31 MAY 2017
Land			
Land		300,000	215,000
Total Land		300,000	215,000
Total Property, Plant and Equipment		2,033,428	1,964,300
Total Non-Current Assets		2,033,428	1,964,300
Total Assets		2,082,073	2,020,359
Liabilities			
Current Liabilities			
Accounts Payable		6,831	6,092
Total Current Liabilities		6,831	6,092
Total Liabilities		6,831	6,092
Total Assets less Total Liabilities (Net Assets)		2,075,241	2,014,267
Accumulated Funds			
Accumulated surpluses or (deficits)		1,063,028	1,706,758
Reserves		1,012,213	307,509
Rounding		-	-
Total Accumulated Funds		2,075,241	2,014,267

This statement should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

Cobblestones Trust For the year ended 31 May 2018

	NOTES	2018	2017
Cash Flow			
Cash Flows from operating activities			
Donations, fundraising and other similar receipts		111,374	99,802
Receipts from providing goods or services		53,347	53,454
Interest, dividends and other investment receipts		1,260	202
Cash receipts from other operating activities		20,942	13,609
Net GST		4,635	(7,970)
Payments to suppliers and employees		(179,677)	(152,924)
Total Cash Flows from operating activities		11,881	6,172
Cash Flows from investing & financing activities			
Payments to acquire property, plant and equipment		(10,624)	-
Repayments of loans borrowed from other parties		-	-
Total Cash Flows from investing & financing activities		(10,624)	-
Net increase/(decrease) in cash		1,257	6,172
Cash and cash equivalents at beginning of period		33,210	27,037
Cash and cash equivalents at end of period		34,467	33,210

This statement should be read in conjunction with the attached Compilation Report and Notes to the Financial Statements.

Notes to the Performance Report

Cobblestones Trust For the year ended 31 May 2018

1. Building Valuations

Buildings have been restated to valuation provided by Board at 1 June 2017. Land has been restated per the rates valuation from 1st September 2017.

Exhibits were valued in 1999 and no changes have been recorded since that date.

	2018	2017
2. Commitments		
Commitments to lease or rent assets		
Technology Holdings Limited for EFTPOS equipment, March 2016-February 2019	565	1,319
Total Commitments to lease or rent assets	565	1,319

3. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 May 2018 (Last year - nil).

4. Goods or Services Provided to the Entity in Kind

Volunteers assist in the front office of the museum.

Friends of Cobblestones tend the garden and perform maintenance etc.

5. Significant Grants and Donations with Conditions not Recorded as a Liability

There are no significant grants and donations with conditions that have not been recorded as a liability as at 31 May 2018.

6. Assets used as Security for Liabilities

BNZ holds a security in case of future borrowings by the Trust. The asset used as security is the Freehold Land at 169 Main Street Greytown, to the value of \$300,000.

7. Assets Held on Behalf of Others

Waka - Loaned from Aratoi Museum in Masterton.

Bicycle - Loaned from NZ Police Museum in Porirua.

8. Related Parties

Colin Wright is a councillor on South Wairarapa District Council which donated \$15,000 during the year (Last year - \$15,000).

Graeme Gray was a Trustee of Greytown Trust Lands which provided grant funding of \$32,526 (Last year - \$29,782).

Graeme Gray was a Trustee of Greytown Trust Lands which charged rent of \$34,238 (Last year - \$31,350).

9. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

10. Heritage Assets not Recorded

Some Heritage assets have not been recorded in the Statement of Financial Position because values are not readily obtainable. These assets include various exhibits and artefacts held at the museum.

Depreciation Schedule

Cobblestones Trust For the year ended 31 May 2018

NAME	RATE	COST	OPENING VALUE	DEPRECIATION	CLOSING VALUE
Buildings					
Adjusted Value Buildings	4.00%	462,137	376,160	-	-
Admin Building	2.00%	175,000	-	3,500	171,500
Building Valuation	14.00%	233,500	37,133	-	-
Buildings - Adjusted valuation	0.00%	317,509	317,509	-	-
Car Park	0.00%	3,924	3,924	-	3,924
Church (H2)	0.00%	25,000	-	-	25,000
Coach House	2.00%	7,000	-	140	6,860
Cottage (H2)	0.00%	25,000	-	-	25,000
Engine Building	2.00%	7,000	-	140	6,860
Fire Station	2.00%	20,000	-	400	19,600
Forge	2.00%	85,000	-	1,700	83,300
Front Fence	0.00%	4,896	-	-	-
Hospital (H2)	0.00%	25,000	-	-	25,000
Maintenance Shed	2.00%	4,000	-	80	3,920
New Entrance Building	0.00%	882,431	882,431	-	882,431
New Garden	0.00%	2,403	2,403	-	2,403
Portacabin/Office Building	13.50%	8,886	6,125	827	5,298
Print Building Rewiring	5.00%	2,089	1,509	-	-
Print Works	2.00%	50,000	-	1,000	49,000
Ramp Schoc Shop	2.00%	3,440	3,163	-	-
Roadsman Hut	2.00%	5,000	-	100	4,900
Schoc Building	2.00%	200,000	-	4,000	196,000
School (H2)	0.00%	25,000	-	-	25,000
Security Screen	43.00%	2,290	23	10	13
Stables (H2)	0.00%	25,000	-	-	25,000
Street Lights	20.00%	5,242	-	786	4,456
Strong Room	12.00%	5,585	1,141	137	1,004
Toilet Block	0.00%	3,000	-	-	3,000
Woolshed (H2)	0.00%	25,000	-	-	25,000
Workshop	2.00%	25,000	-	500	24,500
Total Buildings		2,665,332	1,631,521	13,320	1,618,969
Exhibits Valuation					
Displays & Fitout 2016	10.00%	6,127	5,422	542	4,880
Exhibits Valuation	0.00%	49,885	49,885	-	49,885
New Building Fitout 2015	10.00%	70,389	56,540	5,654	50,886
Total Exhibits Valuation		126,401	111,847	6,196	105,651
Land					
Adjusted Value Land		151,000	151,000	-	151,000
Freehold Land		64,000	64,000	-	64,000

These financial statements should be read in conjunction with the attached Compilation Report.

NAME	RATE	COST	OPENING VALUE	DEPRECIATION	CLOSING VALUE
Land Revaluation		85,000	-	-	85,000
Total Land		300,000	215,000	-	300,000
Plant & Equipment					
20x Chairs	21.00%	313	-	38	275
20x Chairs	20.00%	313	-	26	287
3x Picnic Tables	20.00%	1,370	-	160	1,210
Air Compressor	0.00%	426	-	-	-
Compost Bins	0.00%	730	-	-	-
Flags	55.00%	160	1	-	-
Haier Fridge	7.00%	513	355	25	331
Heartstart Defibrillator	30.00%	2,822	2,469	741	1,728
Kohler Cub Cadet Lawnmower	16.00%	4,347	-	174	4,173
Leaf Blower	20.00%	526	308	62	247
Leaf Blower	0.00%	400	-	-	-
Ride On Mower LT1742	7.00%	3,043	2,108	-	-
Sam4s Cash Register	40.00%	999	240	96	144
Secuguard Security Safe	7.00%	275	192	13	179
Security Systems	0.00%	787	-	-	-
Steelfort Tilt Trailer	7.00%	347	240	17	224
Vacuum Cleaner	0.00%	177	-	-	-
Water Blaster	36.00%	599	18	7	12
Total Plant & Equipment		18,147	5,932	1,359	8,809
Total		3,109,879	1,964,300	20,875	2,033,428

These financial statements should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

Cobblestones Trust

For the year ended 31 May 2018

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Cobblestones Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Accounts Receivable

Receivables are stated at their estimated realisable value. Bad Debts are written off in the year in which they are identified.

Changes in Accounting Policies

Other than the change in how our buildings are valued as per below, the accounting policies are unchanged and have been applied on a consistent basis with those of previous years. In prior years, many of the older buildings have been valued collectively.

During the year, the Trust determined values for each of its buildings and these show as the opening value in the depreciation schedule above. Of those buildings so listed, those that are listed by the Historic Places Trust are not depreciated.

Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, excluding goods and services tax rebates and discounts, to the extent it is probable that the economic benefits will flow to the entity and revenue can be reliably measured.

Sales of services are recognised in the period by reference to the stage of completion of the transaction at the end of the reporting period.

Interest received is recognised as interest accrues, gross of refundable tax credits received.

Grants received are recognised in operating revenue, unless specific conditions are attached to a grant and repayment of the grant is required where these conditions are not met. In these cases, the grant is treated as a liability until the conditions are met.

Inventories

Inventories are recorded at the lower of cost (determined on a first in first out basis) and net realisable value.

Property, Plant and Equipment

All property, plant and equipment are initially recorded at cost with depreciation being deducted on all tangible fixed assets other than freehold land, in accordance with rates set out in the Income Tax Act 2007.

If any assets are revalued this will be clearly shown in the Fixed Asset Register.

Exhibits were valued in 1999 and no changes have been recorded since that date. No depreciation has been written off these exhibits.

The original building valuation and plant & equipment valuation were undertaken in 1994 and depreciation has been claimed on these.

2018

Depreciation

Depreciation	20,875
Total Depreciation	20,875

REVIEW OF SERVICE PERFORMANCE REPORT

For the Year ended 31 May 2018

To the Trustees of the Cobblestones Trust

I have reviewed the service performance report including financial statements of the Cobblestones Trust for the financial period ended 31 May 2018.

COBBLESTONES TRUST'S RESPONSIBILITIES

It is the responsibility of the Cobblestones Trust to prepare a service performance report which gives a true and fair view of the financial position of Cobblestones Trust as at 31 May 2018 and of the income and expenditure for the year ended on that date. The Trustees have prepared the report with the assistance of their accountants.

REVIEWER RESPONSIBILITIES

It is my responsibility to review and express an independent opinion of the service performance report including the statements of financial performance and position and to report my opinion to the Trustees of the Cobblestones Trust.

BASIS OF OPINION

A review provides a moderate level of assurance, relying on analytical procedures to express an opinion on the financial position and service levels. I have obtained all the information and explanations that I considered necessary to conduct my review and to satisfy myself that proper accounting and other relevant records had been kept.

OPINION

In my opinion the service performance report:

- Complies with generally accepted accounting practice and
- Fairly reflects the financial position of the Cobblestones Trust as at 31 May 2018.

My review was completed on 10 Sept 2018 and my opinion is expressed as at that date.

A handwritten signature in black ink, appearing to read 'Graham Evans', written over a horizontal line.

Graham Evans ANZSA