

# Performance Report

Rangiora Promotions Association Incorporated  
For the year ended 31 March 2024

Prepared by Raelene Rees

# Contents

3	Compilation Report
4	Entity Information
6	Approval of Financial Report
7	Statement of Service Performance
8	Statement of Financial Performance
9	Statement of Financial Position
10	Statement of Cash Flows
11	Statement of Accounting Policies
12	Notes to the Performance Report

# Compilation Report

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

Compilation Report to the Board of Rangiora Promotions Association Incorporated.

### 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 Rangiora Promotions Association Incorporated for the year ended 31 March 2024.

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

### Responsibilities

The Governing Body 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.

### No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

### Independence

We have no involvement with Rangiora Promotions Association Incorporated 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.

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Raelene Rees Accountants  
Christchurch

Dated: 21 April 2023

# Entity Information

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

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

Rangiora Promotion Association (RPA), formally 'Our Town Rangiora', was established in 1996 and is a group of business people, focused on promoting and developing Rangiora as an attractive and thriving community, offering a desirable lifestyle for businesses, residents and visitors.

The objective of RPA is to keep Rangiora prosperous, accessible and vibrant with a strong sense of community, while recognising the unique characteristics of our town. Monthly meetings are held to discuss current and new ideas. RPA offers an annual membership for local businesses and non-profit organisations to be a part of the association and to access the promotional benefits for their business / group. RPA also delivers successful community events and networking functions and is committed to actively promoting these, the town of Rangiora generally and to supporting wherever possible the activities and events within it. By doing all of the above RPA aims to connect our community, maintain momentum and link a wide range of businesses.

### Legal Name of Entity

Rangiora Promotions Association Incorporated

### Entity Type and Legal Basis

Incorporated Society

### Registration Number

816811

### Entity's Purpose or Mission

Rangiora Promotions Association promotes the town of Rangiora and the businesses within it. In support of the community the Association organises several key Rangiora Events throughout the year and also provides Business and Community Group Membership Options to those in and around the Rangiora community. By joining Rangiora Promotions you will not only access fantastic benefits for your business or group, you will also be helping Rangiora to thrive.

### Entity Structure

#### Governed by a Voluntary Management Board

Debs Taylor-Hayhurst - Chairperson & Secretary - Success Factor Consultancy & Coaching

Tessa Keeling - Vice Chairperson - Quinovic Property Management Rangiora

Rob Vertogen - Treasurer

Jason Goldsworthy - Waimakariri District Council Representative

Karl Horwarth

Matt James

Aaron Lovelace

### Main Sources of Entity's Cash and Resources

We received a Capacity Grant from the Waimakariri District Council, apply for funding grants, hold fundraising events and have an income stream from our membership fees.

### Main Methods Used by Entity to Raise Funds

Grant applications and income streams within events such as vendor fees.

**Entity's Reliance on Volunteers and Donated Goods or Services**

We rely on volunteers to govern the Association as well as to support the running of our events.

**Postal Address**

PO Box 286, Rangiora, New Zealand, 7400

# Approval of Financial Report

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

The Governing Body are pleased to present the approved financial report including the historical financial statements of Rangiora Promotions Association Incorporated for year ended 31 March 2024.

APPROVED

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Debs Taylor-Hayhurst  
Chairperson

Date .....

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Tessa Keeling  
Vice Chairperson

Date .....

# Statement of Service Performance

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

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

### Description of Entity's Outcomes

The objective of RPA is to keep Rangiora prosperous, accessible and vibrant with a strong sense of community, while recognising the unique characteristics of our town. Monthly meetings are held to discuss current and new ideas. RPA offers an annual membership for local businesses and non-profit organisations to be a part of the association and to access the promotional benefits for their business / group. RPA also delivers successful community events and networking functions and is committed to actively promoting these, the town of Rangiora generally and to supporting wherever possible the activities and events within it. By doing all of the above RPA aims to connect our community, maintain momentum and link a wide range of businesses.

### Description and Quantification of the Entity's Outputs

To have a successful and continuous calendar of events which support both members of our community as well as local businesses and community groups. To see high attendance at each of these events which are constantly reviewed by the Management Board and where an event isn't successful to replace the event with an option that is better suited to our core objectives. To have a strong membership base made up of both businesses and community groups who support our Association and who we can support via our networking opportunities, promotion and events.

### Additional Output Measures

Continued momentum from our new role, Business Liaison Officer who works directly with local businesses to gain sponsorship and support of our events and projects to work towards sustainability of our Association. Conducted reviews of all events to ensure they achieving the desired outcomes and making improvements where needed to continue supporting our membership base and community.

### Additional Information

Additional sponsorship of our events was gained due to the momentum gained by our Business Liaison Officer which has resulted in a much stronger financial position. After a date change of our annual Eats & Beats, music and food festival to hold the event during a warmer month this resulted in a greater turnout and higher profit margin for our vendors on the night.

# Statement of Financial Performance

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

	NOTES	2024	2023
<b>Revenue</b>			
Revenue from providing goods or services	1	114,587	222,948
Interest, dividends and other investment revenue	1	1,179	536
Other revenue	1	53	174
<b>Total Revenue</b>		<b>115,819</b>	<b>223,658</b>
<b>Expenses</b>			
Costs related to providing goods or service	2	104,740	251,250
Other expenses	2	965	-
<b>Total Expenses</b>		<b>105,706</b>	<b>251,250</b>
<b>Surplus/(Deficit) for the Year</b>		<b>10,113</b>	<b>(27,592)</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



# Statement of Financial Position

## Rangiora Promotions Association Incorporated As at 31 March 2024

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

	NOTES	31 MAR 2024	31 MAR 2023
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	3	25,343	13,336
Debtors and prepayments	3	268	23,161
Goods and services tax		4,771	1,654
<b>Total Current Assets</b>		<b>30,383</b>	<b>38,151</b>
<b>Non-Current Assets</b>			
Property, Plant and Equipment	4	5,763	5,763
<b>Total Non-Current Assets</b>		<b>5,763</b>	<b>5,763</b>
<b>Total Assets</b>		<b>36,145</b>	<b>43,914</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses		163	18,047
Other current liabilities		-	(2)
<b>Total Current Liabilities</b>		<b>163</b>	<b>18,045</b>
<b>Total Liabilities</b>		<b>163</b>	<b>18,045</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>35,982</b>	<b>25,869</b>
<b>Accumulated Funds</b>			
Accumulated surpluses or (deficits)	5	35,943	25,830
Reserves	5	39	39
<b>Total Accumulated Funds</b>		<b>35,982</b>	<b>25,869</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Cash Flows

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

'How the entity has received and used cash'

	2024	2023
<b>Cash Flows from Operating Activities</b>		
Receipts from providing goods or services	145,246	204,008
Interest, dividends and other investment receipts	1,179	536
Cash receipts from other operating activities	6,985	25,225
GST	(90)	(3,249)
Payments to suppliers and employees	(122,735)	(268,328)
Cash flows from other operating activities	(541)	-
<b>Total Cash Flows from Operating Activities</b>	<b>30,044</b>	<b>(41,809)</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Payments to acquire property, plant and equipment	-	(2,373)
Cash Flows from Other Investing and Financing Activities	(18,037)	18,086
<b>Total Cash Flows from Investing and Financing Activities</b>	<b>(18,037)</b>	<b>15,713</b>
<b>Net Increase/ (Decrease) in Cash</b>	<b>12,007</b>	<b>(26,095)</b>
<b>Cash Balances</b>		
Cash and cash equivalents at beginning of period	13,336	39,432
Cash and cash equivalents at end of period	25,343	13,336
Net change in cash for period	12,007	(26,095)

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Accounting Policies

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

'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

Rangiora Promotions Association Incorporated 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.

### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

# Notes to the Performance Report

## Rangiora Promotions Association Incorporated For the year ended 31 March 2024

2024                      2023

### 1. Analysis of Revenue

#### Revenue from providing goods or services

##### Big Splash

##### Income

Big Splash Income - Table sales, sponsorship raffle income, funding grants	1,756	17,095
Big Splash Other Donations	4,642	2,382
<b>Total Income</b>	<b>6,398</b>	<b>19,477</b>

##### Expenses

Big Splash Costs	10,934	2,475
Subcontractor - Big Splash	499	5,250
Subcontractor - BLO Big Splash	-	998
<b>Total Expenses</b>	<b>11,433</b>	<b>8,722</b>

<b>Total Big Splash</b>	<b>(5,035)</b>	<b>10,754</b>
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##### Celebration Night

##### Income

Rangiora Celebration Night Income	-	26,354
<b>Total Income</b>	<b>-</b>	<b>26,354</b>

##### Expenses

Subcontractor BLO - Celebration Night	-	295
Celebration Night Production Costs	-	23,018
Subcontractor - Celebration Night Coordination	-	10,989
<b>Total Expenses</b>	<b>-</b>	<b>34,301</b>

<b>Total Celebration Night</b>	<b>-</b>	<b>(7,947)</b>
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##### Eats & Beats

##### Income

Eats & Beats Fundraising	-	1,057
Eats & Beats Grants	5,000	18,642
Eats & Beats Stall Income	(30)	2,807
Eats and Beats Sponsorship	-	7,405
Event Koha/Donations at gate	-	2,036
<b>Total Income</b>	<b>4,970</b>	<b>31,946</b>

##### Expenses

Subcontractor - BLO Eats and Beats	595	-
Eats and Beats Production Costs 2023	2,132	25,681
Subcontractor - Eats & Beats Coordination	4,000	6,500
<b>Total Expenses</b>	<b>6,727</b>	<b>32,181</b>

<b>Total Eats &amp; Beats</b>	<b>(1,757)</b>	<b>(235)</b>
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##### Santa Parade & Party in the Park

	2024	2023
<b>Income</b>		
Waimak Council OTR "Xmas Event Funding"	12,680	12,400
Grants Received	31,762	18,417
Rangiora Party in the Park - Stall Income	4,148	2,584
Rangiora Party in the Park Fundraising	4,358	-
<b>Total Income</b>	<b>52,948</b>	<b>33,401</b>
<b>Expenses</b>		
Santa Parade & Party in the Park Production Costs	11,969	30,286
Subcontractor - Santa Parade	12,950	12,530
<b>Total Expenses</b>	<b>24,919</b>	<b>42,816</b>
<b>Total Santa Parade &amp; Party in the Park</b>	<b>28,029</b>	<b>(9,415)</b>
<b>LWC</b>		
<b>Income</b>		
LWC/Rangiora Connections Income	1,087	2,134
<b>Total Income</b>	<b>1,087</b>	<b>2,134</b>
<b>Expenses</b>		
LWC/Rangiora Connections raffle profits paid to hosts	-	554
LWC/Rangiora Connections Expenses	648	1,785
<b>Total Expenses</b>	<b>648</b>	<b>2,339</b>
<b>Total LWC</b>	<b>439</b>	<b>(206)</b>
<b>Memberships</b>		
<b>Income</b>		
Memberships Received	8,845	5,930
Membership (Half)	-	574
Membership NP (Full)	580	340
<b>Total Income</b>	<b>9,425</b>	<b>6,844</b>
<b>Total Memberships</b>	<b>9,425</b>	<b>6,844</b>
<b>Contractors</b>		
<b>Expenses</b>		
Subcontractor - Secretary/Admin	3,522	24,778
Subcontractor - Promotions & Membership	-	5,782
Subcontractor - Business Liaison	35,136	17,927
<b>Total Expenses</b>	<b>38,659</b>	<b>48,486</b>
<b>Total Contractors</b>	<b>(38,659)</b>	<b>(48,486)</b>
<b>DGITH</b>		
<b>Income</b>		
DGR- Participating Business Fee	17	5,424
DGR Sponsorship	-	7,756
<b>Total Income</b>	<b>17</b>	<b>13,180</b>
<b>Expenses</b>		

	2024	2023
DGR Expenses	-	39,104
<b>Total Expenses</b>	<b>-</b>	<b>39,104</b>
<b>Total DGITH</b>	<b>17</b>	<b>(25,924)</b>
<b>Easter Initiative</b>		
<b>Income</b>		
Easter Initiative Sponsorship	-	200
<b>Total Income</b>	<b>-</b>	<b>200</b>
<b>Expenses</b>		
Easter Initiative Expenses	-	1,810
<b>Total Expenses</b>	<b>-</b>	<b>1,810</b>
<b>Total Easter Initiative</b>	<b>-</b>	<b>(1,610)</b>
<b>Outdoor Family Cinema and Fireworks</b>		
<b>Income</b>		
Outdoor Family Cinema and Fireworks - Vendor Fees, carpark and candy floss sales	-	2,343
Outdoor Family Cinema and Fireworks - Funding Grants Received	2,000	28,641
Outdoor Family Cinema and Fireworks - Sponsorship Received	-	3,725
<b>Total Income</b>	<b>2,000</b>	<b>34,708</b>
<b>Expenses</b>		
Outdoor Family Cinema and Fireworks - Coordination Costs	4,404	7,750
Outdoor Family Cinema and Fireworks - Event Costs	-	23,033
<b>Total Expenses</b>	<b>4,404</b>	<b>30,783</b>
<b>Total Outdoor Family Cinema and Fireworks</b>	<b>(2,404)</b>	<b>3,925</b>
<b>Community Signboard Fees</b>		
<b>Income</b>		
Public Sales	475	300
<b>Total Income</b>	<b>475</b>	<b>300</b>
<b>Total Community Signboard Fees</b>	<b>475</b>	<b>300</b>
<b>Spring Ball</b>		
<b>Expenses</b>		
Subcontractor	-	95
<b>Total Expenses</b>	<b>-</b>	<b>95</b>
<b>Total Spring Ball</b>	<b>-</b>	<b>(95)</b>
<b>Other Income</b>		
Donations Received	1,972	-
Good Street Re-Launch	7	-
Sponsors Night Income	157	-
Waimak Council OTR "Capacity Funding Grant"	35,130	54,340
<b>Total Other Income</b>	<b>37,267</b>	<b>54,340</b>
<b>Total Revenue from providing goods or services</b>	<b>27,797</b>	<b>(17,755)</b>
<b>Interest, dividends and other investment revenue</b>		

	2024	2023
Interest Received	1,179	536
<b>Total Interest, dividends and other investment revenue</b>	<b>1,179</b>	<b>536</b>
<b>Other revenue</b>		
CONTRA ACCOUNT for overpayments only	-	66
Sundry Income	53	174
<b>Total Other revenue</b>	<b>53</b>	<b>240</b>
	2024	2023

## 2. Analysis of Expenses

<b>Costs related to providing goods or services</b>		
Advertising	8,573	-
AGM Costs	792	762
Bank Charges	13	501
General Expenses	817	1,119
Insurance	2,589	2,207
Plant & Equipment Hire	653	-
Postage, Printing & Stationery	-	36
Sponsorship Expenses (Coffees, Frames, thank yous etc)	1,676	397
Stripe Fees	89	261
Subcontractor -Assistant role GENERAL	-	3,206
Subscriptions Paid	2,750	2,124
<b>Total Costs related to providing goods or services</b>	<b>17,951</b>	<b>10,612</b>
<b>Other expenses</b>		
Bad Debts	471	-
Legal Expenses	494	-
<b>Total Other expenses</b>	<b>965</b>	<b>-</b>
	2024	2023

## 3. Analysis of Assets

<b>Bank accounts and cash</b>		
BNZ Cheque Account	24,979	11,611
BNZ Rapid Saver Account	152	1,086
Petty Cash	100	100
<b>Total Bank accounts and cash</b>	<b>25,231</b>	<b>12,796</b>
<b>Debtors and prepayments</b>		
Accounts Receivable (Xero)	268	23,161
GST	4,771	1,654
<b>Total Debtors and prepayments</b>	<b>5,039</b>	<b>24,815</b>
	2024	2023

## 4. Property, Plant and Equipment

	2024	2023
<b>Plant and Equipment</b>		
Plant and machinery owned	4,613	4,613
Accumulated depreciation - plant and machinery owned	(1,223)	(1,223)
<b>Total Plant and Equipment</b>	<b>3,390</b>	<b>3,390</b>
<b>Other Fixed Assets</b>		
Office equipment owned	2,373	2,373
<b>Total Other Fixed Assets</b>	<b>2,373</b>	<b>2,373</b>
<b>Total Property, Plant and Equipment</b>	<b>5,763</b>	<b>5,763</b>
	2024	2023

## 5. Accumulated Funds

<b>Accumulated Funds</b>		
Opening Balance	25,869	53,461
Accumulated surpluses or (deficits)	10,113	(27,592)
<b>Total Accumulated Funds</b>	<b>35,982</b>	<b>25,869</b>
<b>Total Accumulated Funds</b>	<b>35,982</b>	<b>25,869</b>
	2024	2023

## 6. Breakdown of Reserves

<b>Reserves</b>		
Realised Capital Reserve	39	39
<b>Total Reserves</b>	<b>39</b>	<b>39</b>

## 7. Commitments

There are no commitments as at 31 March 2024 (Last year - nil).

## 8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2024 (Last year - nil).

## 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 (Last year - nil).

## 10. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.