Harbord

Community Bank Branch Bendigo Bank

Bendigo Bank

2004

# HARBORD FINANCIAL SERVICES LIMITED A.B.N. 25 097 282 525

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For Year Ending 30<sup>th</sup> June 2004

These annual reports just keep getting easier to write! Profitable months in August and then in September!! It is a credit to an efficient, friendly and well trained staff who provide a superb banking service which is unique to the Harbord Community Bank. Good on you Ken, Angie, Mollie, Becci and Clair.

Also to a Board of Directors who willingly give their time and expertise to organisational, motivational and marketing committees. Thank you Lisa Bousfield, Martin Brook, Ian Joynson (Mr Fix It), Howard Lipman, Howard Wong See and Andrew Speers. A special thankyou to Garry Chadwick, your Treasurer and Brian Dunphy, your Company Secretary, for their support and dedication to the community bank ideals. Most of all, credit goes to you the shareholders who funded and founded this community bank in Harbord.

All our work is just starting. New accounts are still growing with over \$42 million under management for 3,200 customers. This gives our Community Bank a great opportunity to consolidate our operating profit and expand exponentially in the next year.

Your Board of Directors is constantly assessing its performance and always looking for different qualities and expertise that is required to run and expand your Community Bank. So as shareholders, if you can help, contact us.

In our community we help Harbord School, St John the Baptist School, Harbord Harlequins, Freshwater SLSC, Freshwater ASC, South Curl Curl SLSC, Stewart House, 28 school libraries, Warringah Community Radio, The NSW Cancer Council and we would like to assist many more.

The profitability of our Community Bank looks very positive so lets get out there and expand the Bank business and benefit this unique area of ours. On behalf of the Board of Directors, I thank you for the privilege of serving the Harbord community.

Trevor Sargeant

Chairman

## HARBORD FINANCIAL SERVICES LIMITED A.B.N. 25 097 282 525

### **DIRECTORS' REPORT**

Your directors present their report on the company for the financial year ended 30 June 2004. The names of the directors in office at any time during or since the end of the year are:

### **Trevor Leslie Sargeant**

Appointed director on 24 September 2001. Trevor is a dentist and is the Chairman of the Board.

### **Brian Patrick Dunphy**

Appointed director on 26 June 2001. Brian is a licensed strata manager and is the Company Secretary.

### lan Charles Joynson

Appointed director on 26 June 2001. Ian is a retiree.

### Martin Edwin Brook

Appointed director on 24 September 2001. Martin is a pharmacist. By rotation, Martin is to retire as a director at the AGM and offers himself for re-election.

### **Howard Lipman**

Appointed director on 24 September 2001. Howard is a pharmacist. By rotation, Howard is to retire as a director at the AGM and offers himself for re-election.

### **Howard Wong-See**

Appointed director on 24 September 2001. Howard is a doctor. By rotation, Howard is to retire as a director at the AGM and offers himself for re-election.

### Lisa Bousfield

Appointed 29 October 2002. Lisa is a personnel consultant.

### **Garry Chadwick**

Appointed 29 October 2002. Garry is an accountant and the Company's Treasurer.

### **Andrew Speers**

Appointed a director on 29 October 2002. Andrew is an environmental consultant. Andrew was granted leave of absence to the end of September 2004 whilst he fulfilled the terms of an employment contract requiring him to be based in London.

The number of directors' meetings attended by each of the current directors of the company during the year were:

### **Number of Meetings Held:**

12

	Held	Attended
Trevor Leslie Sargeant	12	10
Brian Patrick Dunphy	12	12
lan Charles Joynson	12	11
Martin Edwin Brook	12	9
Howard Lipman	12	4
Howard Wong-See	12	10
Lisa Bousfield	12	7
Garry Chadwick	12	11
Andrew Speers		

No directors have material interests in contracts or proposed contracts with the company.

### **Principle Activities**

The principle activities of the company during the course of the financial period were in providing community banking services under management rights to operate a franchised branch of Bendigo Bank Ltd.

#### Results

The net loss of the company for the financial year was \$100,295.

### **Dividends**

The directors recommend that no dividend be paid for the current year.

### Significant Changes in the State of Affairs

In the opinion of the directors there were no significant changes in the state of affairs of the company that occurred during the financial year under review not otherwise disclosed in this report or the financial report.

### Matters Subsequent to the End of Financial Year

In the opinion of the directors there were no matters of significance subsequent to the end of financial year.

#### Likely Developments

The company will continue its policy of providing banking services to the community.

### Director's Benefits

No director has received or has become entitled to receive, during or since the financial year, a benefit because of a contract made by the company with a director, a firm which a director is a member, or an entity in which a director has a substantial financial interest.

### Directors' and Auditor's Indemnification

The company has indemnified all directors and the manager in respect of liabilities to other persons (other than the company or a related body corporate) that may arise from their position as a director or manager of the company except where the liability arises out of conduct arises out of conduct involving the lack of good faith. The premium paid in respect to this policy is \$5,500.

Signed in accordance with a resolution of the Board of Directors.

Chairman

Trever Leslie Sargeant

Company Secretary

Brian Patrick Dunghy

Dated this 20th day of October 2004

### A.B.N. 25 097 282 525

### STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2004

			2003
	Note	\$	\$
Revenues from Ordinary Activities	2	355,047	160,274
Employee Benefits Expense		(227,488)	(202,072)
Depreciation/Amortisation Expense	3	(33738)	(33,046)
Borrowing Costs Expense	3	(3,821)	(15)
Other Expenses from Ordinary Activities		(190,295)	(182,856)
Profit from Ordinary Activities Before Income Tax Expense	3	(100,295)	(257,715)
Income Tax Expense Relating to Ordinary Activities			<del>_</del>
Net Profit from Ordinary Activities after Income Tax Expense Attributal to Members of the Company	ble 13	(100,295)	(257,715)
Total Changes in Equity Other than those Resulting from Transactions with Owners as Owners		(100,295)	<u>(257,715)</u>

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### STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2004

CURRENT ACCETO	Note		\$	2003 <b>\$</b>
CURRENT ASSETS  Cash  Receivables  Other	4 5 7	200 28,888 7,406	3	10,855 - _2,858
TOTAL CURRENT ASSETS		<del></del>	<u>36,494</u>	<u>13,713</u>
NON-CURRENT ASSETS Property, Plant and Equipment Intangible Assets	6 8	25,283 280,299		26,238 311,243
TOTAL NON-CURRENT ASSETS			305,582	<u>337,481</u>
TOTAL ASSETS			342,076	<u>351,194</u>
CURRENT LIABILITIES  Payables Interest Bearing Liabilities Provisions	9 10 11	10,264 104,067 	,	22,464 - 
TOTAL CURRENT LIABILITIES			121,968	30,792
TOTAL LIABILITIES			121,968	<u>30,792</u>
NET ASSETS			220,108	320,402
EQUITY Issued Capital Accumulated Losses	12 13	691,058 (470,950)		
TOTAL EQUITY			220,108	320,402

These statements are to be read in conjunction with

### A.B.N. 25 097 282 525

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004

		2003
CASH FLOWS FROM OPERATING ACTIVITIES	\$	\$
Receipts from Customers Commissions Fees Received Interest received Market Development Fund	17,644 136,082 715 <u>5,833</u> 160,274	1,951
Payments to suppliers and employees Borrowing costs paid Payments of GST yet to be paid/(refunded)	(15)	(104,679) (44) (22,278)
Net cash provided by (used in) operating activities	(219,229)	(123,493)
CASH FLOWS FROM INVESTING ACTIVITIES		
Proceeds Less Prov'n for Amortisation & Depreciation Payment for property, plant & equipment Payment for leasehold improvements  Net cash provided by (used in) investing activities		(1,767) (129,892) (131,659)
Net increase / (decrease) in cash held  Cash at beginning of year	(425,051) 435,906	255,152 NIL
Cash at end of year	10,855	435,906

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2004

### NOTE 1 - STATEMENT OF ACCOUNTING PRINCIPLES

These financial statements are a special purpose financial report prepared in order to satisfy the accounts preparation requirements of the Corporations Act. The directors have determined that the company is not a reporting entity

The statements have been prepared in accordance with the requirements of the Corporations Act and the following applicable Accounting Standards and other mandatory professional reporting requirements. These specific accounting policies are consistent with the previous period unless otherwise stated:

AASB 1002	Events Occurring After Balance Date
AASB 1008	Accounting for Leases
AASB 1018	Profit and Loss Accounts
AASB 1019	Measurement and Presentation of Inventories in the Context of the Historical Cost System
AASB 1020	Accounting for Income Tax (Tax Effect Accounting)
AASB 1021	Depreciation of Non-Current Assets
AASB 1025	Application of the Reporting Entity Concept and Other Amendments
AASB 1031	Materiality
AASB 1034	Information to be Disclosed in Financial Reports

No other applicable Accounting Standards or other mandatory professional reporting requirements have been applied.

The statements have been prepared on an accruals basis. They are based on historical costs and do not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

### NOTE 2 - REVENUE

Operating Activities Interest Rendering of Service Other Total Revenue	\$ 46 285,463 <u>69,538</u> 355,047	\$ 715 136,082 <u>23,477</u> 160,274
Interest from Other Persons	46	<u>715</u>
NOTE 3 - PROFIT FROM ORDINARY ACTIVITIES		
Profit from ordinary activities before income tax expense has been determined after:		
Expenses		
Borrowing Costs Other Persons	_3,822	15
Depreciation of Non-Current Assets	503	354
Amortisation of Non-Current Assets Goodwill Other	10,000 23,234	10,000 22,693
Bad Debts	1,472	-
Remuneration of Auditor	1,800	1,400
Rental Expense on Operating Leases	19,795	26,254
NOTE 4 – CASH		
Cash at Bank Cash on Hand	200 200	10,655 
NOTE 5 - RECEIVABLES		
Current Income Accrued	_28,888	-

NOTE 6 – PROPERTY, PLANT & EQUIPMENT		
Property, Plant & Equipment - at cost Less Prov'n for Depreciation	29,631 (4,348) 25,283	28,337 ( <u>2,099)</u> <u>26,238</u>
NOTE 7 – OTHER ASSETS		
Current GST on Acquisitions Prepayments	<u>7,406</u>	2,858
NOTE 8 - INTANGIBLE ASSETS		
Set Up Costs Less Written Off Franchise Fee Less Written Off	292,191 (41,892) 50,000 (20,000) 280,299	(20,948)
NOTE 9 - PAYABLES		
Current Accrued Expenses GST on Supplies	4,647 <u>5,977</u> <u>10,624</u>	21,410 1,053 
	10,024	22,403
NOTE 10 – INTEREST BEARING LIABILITIES		
Current Bank Overdraft	104,067	-
NOTE 11 - PROVISIONS		
Current Provision for Holiday Pay Aggregate Employee Entitlement Liability	<u>7,277</u> <u>7,277</u>	8,328 8,328

### NOTE 12 - CONTRIBUTED EQUITY

Shareholders Funds	<u>691,058</u>	<u>691,058</u>
NOTE 13 – RETAINED PROFITS		
Retained Profits (Accumulated Losses) at the beginning of the Financial Year	(370,656)	(112,941)
Net Profit Attributable to Members of the Company	(100,294)	(257,715)
Retained Profits (Accumulated Losses) at the End of the Financial Year	(470,950)	(370,656)

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#### DIRECTORS' DECLARATION

The directors have determined that the company is not a reporting entity. The directors have determined that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

The directors of the company declare that:

- 1. The financial statements and notes, as set out on pages 7 to 13;
  - a) comply with Accounting Standards as detailed in Note 1 to the financial statements and the Corporations Act 2001, and
  - b) present fairly the company's financial position as at 30 June 2004 and of its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements.
- 2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the Board of Directors and is signed for and on behalf of the directors by:

Chairman

Trevor Leslie Sargeant

Company Secretary

Brian Patrick Dungh

Dated this 20<sup>th</sup> day of October 2004

### A.B.N. 25 097 282 525

### PROFIT AND LOSS STATEMENT FOR THE YEAR ENDED 30 JUNE 2004

INCOME Commissions Fees Received Gross Fees Interest Received Market Development Fund TOTAL INCOME	\$ 44,955 201,414 84,049 46 _24,583	355,047	\$ 17,644 80,151 55,931 715 5,833 160,274
EXPENSES			
Accountancy	342		1,185
Advertising & Promotion	8,233		3,496
Amortisation – Intangibles	10,000		10,000
- Others	23,234		22,693
ATM Expenses	16,945		14,376
Auditors Remuneration - Fees	1,800		1,400
Bad Debts	1,472		-
Bank Charges	1,190		846
Cleaning	5,177		4,944
Computer Maintenance	5,606		4,351
Depreciation	503		354
Donations	841		-
Electricity	4,376		5,497
Freight & Cartage	14,960		6,348
Insurance	12,071		6,511
Interest	3,822		15
Leasing Charges	19,795		26,255
Legal Costs	142		2,141
Motor Vehicle Expenses	-		1,250
Office Expenses	1,878		2,648
Postage	2,261		2,156
Printing & Stationery	9,352		7,783
Rates	2,175		2,986
Rent	63,037		61,350
Repairs & Maintenance	2,166		2,041
Salaries	207,818		187,516
Secretarial & Filing Fees	786		3,063
Security	1,072		7,816
Staff Amenities	5,050		2,443
Superannuation	18,776		14,619
Telephone	6,339		6,403
Travelling Expenses	<u>4,123</u>		<u> 5,503</u>
TOTAL EXPENSES		455,342	<u>417,989</u>
OPERATING LOSS		(100,295)	( <u>257,715)</u>

#### SCOPE

I have audited the financial report of Harbord Financial Services Limited, being the Statements of Financial Position, Financial Performance and Cashflows and the Notes to the Financial Statements. The Company's directors are responsible for the financial report. I have conducted an independent audit of this financial report in order to express an opinion on them to the members of the Company.

In preparing my report I have considered and relied upon the independent Audit Report to the Company by Mulqueen Griffin Rogers Pty Ltd, Certified Practising Accountants, Bendigo in respect to the Profit Share Statement of the Harbord Community Bank Branch as prepared by the Board of management of the Bendigo Bank.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the statements are free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statement and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether in all material aspects, the financial report is presented fairly in accordance with Australian Accounting Standards and other mandatory professional requirements so as to present a view which is consistent with my understanding of the Company's financial position and performance as represented by the results of their operations and their cashflows.

The audit opinion expressed in this report has been formed on the above basis.

### **AUDIT OPINION**

In my opinion the financial report of Harbord Financial Services Limited is in accordance with:

- (a) the Corporations Act, including:
  - (i) giving a true and fair view of the Company's financial position as at 30 June 2004 and of the Company's performance for the year ended on that date and
  - (ii) complying with Accounting Standards and the Corporations Act Regulations and
- (b) other mandatory professional reporting requirements.

RAYMOND J PATMORE F.C.A.

HARBORD 20 October 2004