



Sandringham Community  
Financial Services Limited

ABN 86 099 131 192

**ANNUAL  
REPORT  
2013**

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# Chairman's report

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For year ending 30 June 2013

The year to 30 June 2013 has been particularly difficult and although good growth was achieved in our new loans the continued reduction of lending rates has seen a faster repayment of existing loans and this, together with the repayment of some larger loans, has resulted in minimal growth in our lending volumes.

Competition has been intense for deposits, however we have maintained our volumes at the previous year's level.

Total revenue from our operations amounted to \$815,870 down from \$964,585 in the previous year.

Our total equity has increased to \$730,323 (2012 \$711,428) in assets of \$843,313 (2012 \$799,563).

The lower interest rates and the reduction of trailer commission, under our Franchise Agreement with Bendigo and Adelaide Bank, on our term deposits and fixed rate loans have impacted on our profitability. However with close control of our expenses we have been able to achieve a Profit Before Tax of \$77,938 (2012 \$150,465).

With challenging trading conditions and continued pressure on our margins we expect to see the growth in our business and profit at similar levels in 2014.

A fully franked dividend payment of 6 cents per share has been paid to shareholders. This is consistent with the dividend payment made in previous years and is a total distribution of \$36,601. Funds returned to shareholders by return of capital and dividends now amounts to \$311,100.

## **Our community**

The profit before tax of \$77,938 was achieved after the distribution of sponsorships and donations totalling \$74,158 to our community in Hampton and Sandringham. In addition, we allocated \$45,217 of the funds held on our account from the Bendigo and Adelaide Bank Community Enterprise Foundation™. A balance of \$269,481.81, which was generated from previous year's profits, is held on our behalf with the Foundation and is available for future distribution to the community.

The chart on page 5 gives a summary of the payments made to the community during the year. This is the highest amount returned to the community since our establishment.

## **Total Grants, Sponsorships and Donations paid to the Community since establishment is \$657,330**

Beneficiaries of our Grants, Sponsorships and Donations Program for the year were:

1st Sandringham Scout Group	Minties Junior Netball
Allan Lawson Big Issue/Able Australia	Moorabbin Umpires Association
Bayley House	Nagle Preschool Association Inc
Bayside Relay for Life	Rotary Club of Hampton
East Sandringham Junior Football Club	St John the Baptist Kindergarten
East Sandringham Junior Netball Club	Sandringham Aged Care Association
East Sandringham Primary School	Sandringham Bowls Club
Easy Breathers	Sandringham Children's Playhouse
Family Life	Sandringham College
Grange Road Kindergarten	Sandringham Croquet Club
Hampton Children's Playhouse	Sandringham Football Club
Hampton Cricket Club	Sandringham Hospital

# Chairman's report (continued)

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Hampton Junior Soccer Club	Sandringham Lifesaving Club
Hampton Lifesaving Club	Sandringham Little Athletics
Hampton Rovers Amateur Football Club	SandyBeach Centre
Holy Trinity Kindergarten	Tasmanian Bushfire Appeal
Lions Club of Sandringham	Wilson Street Kindergarten

## **Business strategy**

Our objectives include growing and retaining a strong business and balance sheet to enable increased contributions to be made to the community. We will continue to provide a safe and friendly environment for our staff to deliver a full range of quality products and service to our customers. Staff training and development will continue to be a priority to ensure that their banking knowledge remains current and that they have the solutions to meet all the banking issues facing our community.

## **Board, Staff and Bendigo and Adelaide Bank**

The Board is continually reviewing succession planning and the resources required to effectively carry out our banking business in the community and corporate governance obligations.

My thanks to the Board members for their contribution and commitment to the branch during the year. Their attendance at Board and committee meetings during the year and participation in many community activities, is much appreciated.

Matthew Gallop, our Manager, leads a highly rated, competent and friendly staff. Their knowledge of all banking products and willingness to assist our customers is much appreciated and highly regarded in the community.

The support received from the Bendigo and Adelaide Bank and in particular the Regional Office, led by Sophia Cole, has been appreciated and we thank them for their ready assistance and guidance.

## **Shareholders**

We appreciate the ongoing support of our shareholders, through your original investment and as customers of the branch. You are very much part of our success and through your support we have been able to grow our business and contribute substantial funds to the development of a quality community in Hampton and Sandringham.



**Graham M Ludecke**  
**Chairman**

# Manager's report

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For year ending 30 June 2013

The Sandringham **Community Bank**<sup>®</sup> Branch has been trading for over 10 years and we are very pleased with the investment we have made in our community.

The year was certainly a very difficult one on a number of fronts which included a number of reductions in official lending rates, very strong competition for deposits and some reductions in our income earned under the franchise agreement.

In addition to these factors we also saw some of our major clients reduce their debt levels substantially during the year and a large investment client reduce their investments with us, due to an internal restructure. All clients remain loyal customers of Sandringham **Community Bank**<sup>®</sup> Branch. Even with these reductions our total footings remain strong and now sit at \$119.6 million.

Considering the difficult economic times we were pleased to have achieved a profit of \$77,938 after distributing \$74,158 through sponsorships and donations and we also distributed an additional \$45,217 in community grants through the Bendigo and Adelaide Bank's Community Enterprise Foundation<sup>™</sup>. In over 10 years we are extremely proud that we have now returned over \$650,000 to our community in sponsorships and grants.

We continue to work with local clubs, groups and organisations to build our brand and we are starting to see some excellent business opportunities driven from these connections. Existing clients remain an integral part of our growth as we deepen those relationships and they refer friends and family. As shareholders we ask that you continue to spread the word and would welcome the opportunities that you could provide to assist in growing our business.

Our product and service range is extensive and we are confident of being able to meet any requirements. We would welcome the opportunity to review your current banking arrangements.

During the year our long-term staff member Jane Turner left us for a promising career in our regional office and we were very lucky to welcome Julie Galloway as our new Supervisor. Along with our other experienced and very capable staff Brooke Robinson, Julie Dunn, Siobhan Boyle and Kathryn Harvey we have a highly committed and knowledgeable staff to assist with all your banking requirements.

I wish to acknowledge the staff at Bendigo and Adelaide Bank, in particular our Regional manager Sophia Cole, in providing guidance for our business.

I would also like to thank the Board of Directors who have worked tirelessly during the year to assist in growing our business and provide the staff and I with leadership and assistance. They remain integral to our success.

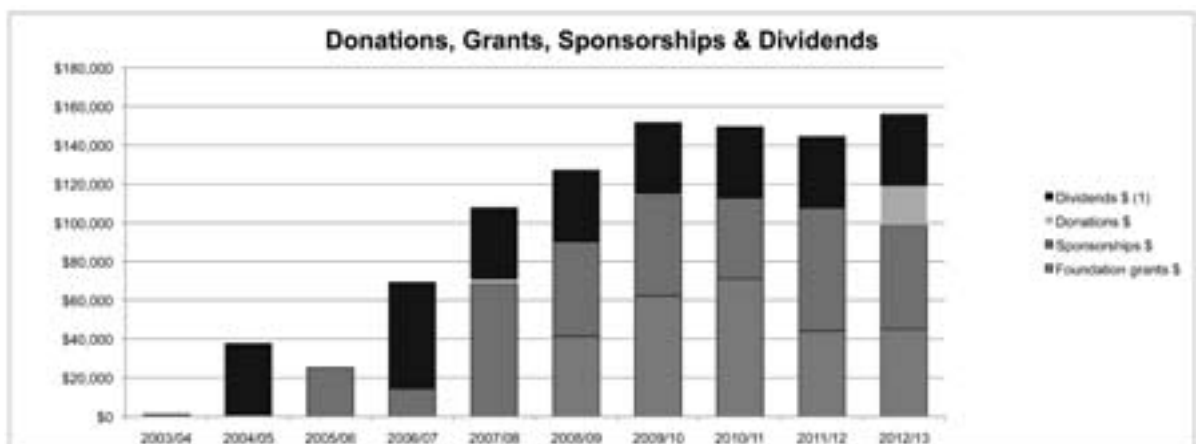
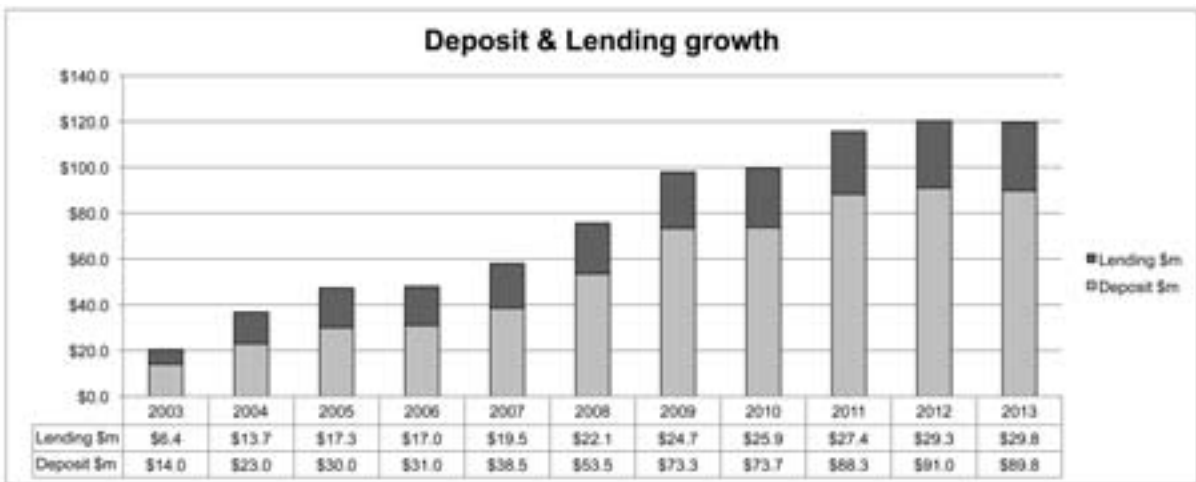
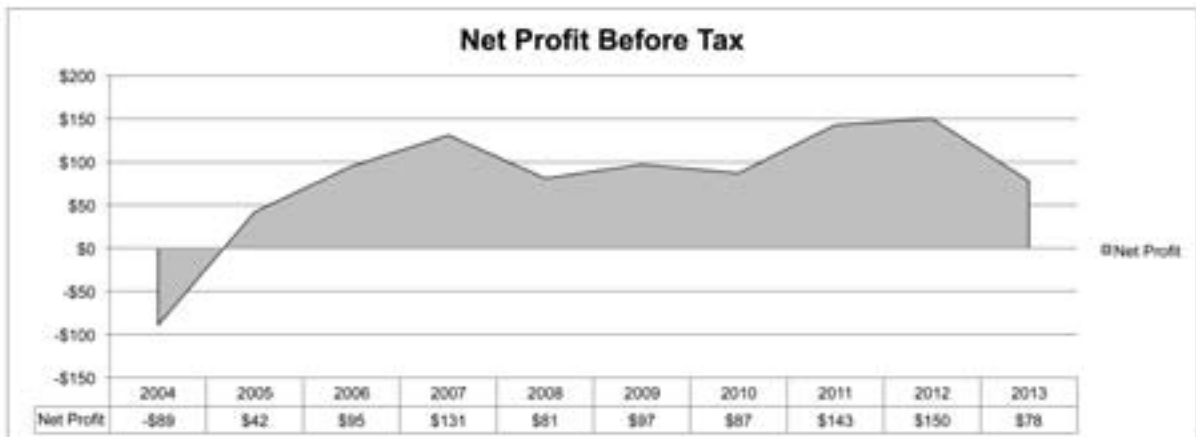
Although difficult conditions remain across the economy we have a very loyal client base and am I confident that with our range of products and an exceptional staff we will continue to grow the business and further invest in our community.



**Matthew Gallop**  
**Branch Manager**

# Performance graphs

For year ending 30 June 2013



(1) For 2005 and 2007 this was represented by a capital return of 6 cents and 9 cents respectively

# Bendigo and Adelaide Bank report

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For year ending 30 June 2013

This year has marked two very significant milestones for our **Community Bank**<sup>®</sup> network, celebrating its 15th anniversary of operation while also reaching \$100 million in community contributions. Both achievements could not have been accomplished without your ongoing support as shareholders and customers.

The **Community Bank**<sup>®</sup> network has grown considerably since it was first launched in 1998, in partnership with the people from the western Victorian farming towns of Rupanyup and Minyip. For these communities the **Community Bank**<sup>®</sup> model was seen as a way to restore branch banking services to the towns, after the last of the major banks closed its services. But in the years since, the **Community Bank**<sup>®</sup> model has become so much more.

The **Community Bank**<sup>®</sup> network has returned more than \$20 million in contributions to local communities in this financial year alone. Our branches have been able to fund health services, sports programs, aged care facilities, education initiatives, community events and much more.

These contributions have come at a time of continued economic uncertainty, and shows the high level of support the **Community Bank**<sup>®</sup> model has in the communities in which it operates.

While our established branches grow their business at a healthy rate, demand for the model in other communities continues to be strong. There are currently another 40 **Community Bank**<sup>®</sup> sites in development, and 15 new branches are expected to open in the next 12 months.

At the end of the financial year 2012/13 the **Community Bank**<sup>®</sup> network had achieved the following:

- Returns to community – \$102 million
- **Community Bank**<sup>®</sup> branches – 298
- **Community Bank**<sup>®</sup> branch staff – more than 1,460
- **Community Bank**<sup>®</sup> company Directors – 1,925
- Banking business – \$24.46 billion
- Customers – 640,159
- Shareholders – 72,062
- Dividends paid to shareholders since inception – \$30.88 million.

Almost 300 communities have now partnered with Bendigo and Adelaide Bank, to not only enhance banking services, but more importantly take the profits their banking business generates and reinvest it in local groups and projects that will ultimately strengthen their community. This \$100 million goes to new community facilities, improved services, more opportunities for community engagement activities and generally speaking, a more prosperous society.

The communities we partner with also have access to Bendigo and Adelaide Bank's extensive range of other community building solutions including the Community Enterprise Foundation<sup>™</sup> (philanthropic arm), Community Sector Banking (banking service for not-for-profit organisations), Generation Green<sup>™</sup> (environment and sustainability initiative), Community Telco<sup>®</sup> (telecommunications solution), tertiary education scholarships and Community Enterprises that provide **Community Bank**<sup>®</sup> companies with further development options.

In Bendigo and Adelaide Bank, your **Community Bank**<sup>®</sup> company has a committed and strong partner and over the last financial year our company has continued its solid performance.

## Bendigo and Adelaide Bank report (continued)

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Bendigo and Adelaide Bank remains one of the few banks globally to be awarded an upgraded credit rating since the onset of the Global Financial Crisis. Our Bank continues to be rated at least “A-” by Standard & Poor’s, Moody’s and Fitch in recognition of its strong performance in the face of what continues to be a challenging economic environment.

While continued ratings affirmation is a welcome boost for the Bank and its partners, trading conditions are still difficult, with consumer confidence and demand for credit remaining low, and competition remaining very strong for retail deposits.

Not surprisingly, these factors continue to place pressure on the 50/50 margin share agreement between the Bank and our **Community Bank**<sup>®</sup> partners. As a result some **Community Bank**<sup>®</sup> companies are receiving much more than 50 per cent of revenue earned.

In April, the Bank took a further step to restore this balance, ensuring that the **Community Bank**<sup>®</sup> model produced a more appropriate balance of return for all stakeholders within this partnership model. The Bank will continue to review this remuneration model to ensure it is fair and equitable for all parties and is as resilient as possible to the fast changing economic environment.

It continues to be Bendigo and Adelaide Bank’s vision to be Australia’s leading customer-connected bank. We believe our strength comes from our focus on the success of our customers, people, partners and communities. We take a 100-year view of our business; we listen and respect every customer’s choice, needs and objectives. We partner for sustainable long-term outcomes and aim to be relevant, connected and valued.

This is what drives each and every one of our people and we invite you as **Community Bank**<sup>®</sup> shareholders to support us as we work with your community to deliver on our goals and ensure our sustained and shared success.

As **Community Bank**<sup>®</sup> shareholders you are part of something special, a unique banking movement which has evolved into a whole new way of thinking about banking and the role it plays in modern society.

With the community’s support, there really is no limit to what can be achieved under the **Community Bank**<sup>®</sup> model, and I look forward to seeing what the next 15 years will bring.

I thank you for your important support of your local **Community Bank**<sup>®</sup> branch.



**Robert Musgrove**  
**Executive Community Engagement**



# Directors' report

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For the financial year ended 30 June 2013

Your Directors submit their report of the company for the financial year ended 30 June 2013.

## Directors

The names and details of the company's Directors who held office during or since the end of the financial year are:

Name and position held	Qualifications	Experience and other Directorships
<b>Graham Manson Ludecke</b> Director since August 2009 Chair	SF Fin, MAICD	Retired Senior Banker with 42 years experience in Retail, Business and International banking both in Australia and overseas. Non Executive Director of Bentleigh Bayside Community Health Inc and Committee member of Australian Business in Europe. President of the Black Rock Sports Auxiliary Inc.
<b>Michael John Davies</b> Director since January 2008 Director and Treasurer	FAIM, AMAMI	Formally Group President and Director of ITW Australia, ITW Asia Pacific and subsidiary companies. Non- executive Director Victoria Carpet Company Pty Ltd.
<b>Glen Hay Kruger</b> Director since February 2011 Director	MBA	Twenty years experience at senior management level in the not-for-profit area, currently Executive Director of Aries Technology Australia Pty Ltd. Also currently a Director of Caroline Chisholm Education Foundation.
<b>Helen Diana Searle</b> Director since February 2011 Director	BA (Hons.)	20 years experience in marketing and sales Director roles in high tech industry
<b>Ian Richard Siebert</b> Director since June 2010 Director	B Ec, Dip Tert Ed, MBA, FAIM	10 years experience as a Manager and 25 years as a management consultant and Higher Education Director.
<b>Campbell John Sinclair</b> Director since May 2007 Director	MAPS	Psychologist in both private and corporate practice and management consultant for 20 years. Professional member of the Psychology Board of Australia

Directors were in office for this entire year unless otherwise stated.

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

## Principal activities

The principal activities of the company during the course of the financial year were in providing **Community Bank**<sup>®</sup> services under management rights to operate a franchised branch of Bendigo and Adelaide Bank Limited.

There has been no significant changes in the nature of these activities during the year.

# Directors' report (continued)

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## Review of operations

The profit of the company for the financial year after providing for income tax was \$55,496 (2012 profit: \$102,931), which is a 46% decrease as compared with the previous year.

The net assets of the company have increased to \$730,323 (2012: \$711,428). The increase is due to the profit after after tax, less dividends paid or provided for.

## Dividends

	Year ended 30 June 2013	
	Cents per share	\$
Dividends paid in the year:	6	36,601

## Significant changes in the state of affairs

The results for the year reflect tighter market conditions following successive reductions in interest rates and competition for deposits and lending across the sector. In addition our Franchise Partner, Bendigo and Adelaide Bank, announced adjustments to the "profit share" model during the year which has impacted trail commission on fixed rate loans and term deposits.

## Events subsequent to reporting date

No matters or circumstances have arisen since the end of the financial year that significantly affect or may significantly affect the operations of the company, the results of those operations or the state of affairs of the company, in future financial years.

## Remuneration report

### Remuneration policy

The remuneration policy of Sandringham Community Financial Services Limited has been designed to align key management personnel (KMP) objectives with shareholder and business objectives. The Board believe the remuneration policy to be appropriate and effective. The following criteria is applied to determine the remuneration of the Directors:

- (a) The Board policy for determining the nature and amount of remuneration is as follows:
- i. Attends a minimum of 6 face-to-face Board meetings;
  - ii. Attends the Annual General Meeting and one other **Community Bank**<sup>®</sup> branch activity;
- (b) The prescribed details in relation to the remuneration of:
- i. Each Director of the company receives \$1,800, and
  - ii. Each committee chair receives an additional \$600
  - iii. The Chair of the Board receives an additional \$1,200.

The Board reviews its performance on an annual basis.

# Directors' report (continued)

## Remuneration report (continued)

### Remuneration benefits and payments

Other than detailed below, no Director has received or become entitled to receive, during or since the financial year, a benefit because of a contract made by the company, controlled entity or related body corporate with a Director, a firm which a Director is a member or an entity in which a Director has a substantial financial interest. This statement excludes a benefit included in the aggregate amount of emoluments received or due and receivable by Directors shown in the company's accounts, or the fixed salary of a full-time employee of the company, controlled entity or related body corporate.

Directors fees	Primary benefits	
	Salary & fees 2013 \$	Salary & fees 2012 \$
Graham Manson Ludecke	3,000	3,000
Michael John Davies	2,400	2,400
Glen Hay Kruger	2,400	2,400
Helen Diana Searle	2,400	1,900
Ian Richard Siebert	1,800	1,800
Campbell John Sinclair	1,800	2,300

During the previous financial year a payment of \$5,930 was made to Campbell Sinclair (Director) for consultancy services relating to recovery of costs in regard to the train incident. No further payments have been made in 2013. The Board of Sandringham Community Financial Services Limited has not accepted the Bendigo and Adelaide Bank Limited's **Community Bank**<sup>®</sup> Directors Privileges package. Accordingly Directors did not receive any benefit in regard to this package.

### Indemnifying Officers or Auditor

The company has agreed to indemnify each Officer (Director, Secretary or employee) out of assets of the company to the relevant extent against any liability incurred by that person arising out of the discharge of their duties, except where the liability arises out of conduct involving dishonesty, negligence, breach of duty or the lack of good faith. The company also has Officers Insurance for the benefit of Officers of the company against any liability occurred by the Officer, which includes the Officer's liability for legal costs, in or arising out of the conduct of the business of the company or in or arising out of the discharge of the Officer's duties.

Disclosure of the nature of the liability and the amount of the premium is prohibited by the confidentiality clause of the contract of insurance. The company has not provided any insurance for an Auditor of the company.

# Directors' report (continued)

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## Directors' meetings

The number of Directors' meetings held during the year were 11. Attendances by each Director during the year were as follows:

Director	Board meetings #	Audit committee meetings #
Graham Manson Ludecke	11 (11)	4 (4)
Michael John Davies	10 (11)	4 (4)
Glen Hay Kruger	10 (11)	N/A
Helen Diana Searle	11 (11)	N/A
Ian Richard Siebert	9 (11)	N/A
Campbell John Sinclair	11 (11)	N/A

# The first number is the meetings attended while in brackets is the number of meetings eligible to attend.  
N/A - not a member of that Committee.

## Likely developments

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

## Environmental regulations

The company is not subject to any significant environmental regulation. However, the Board believes that the company has adequate systems in place for the management of its environment requirements and is not aware of any breach of these environmental requirements as they apply to the company.

## Proceedings on behalf of company

No person has applied for leave of court to bring proceedings on behalf of the company or intervene in any proceedings to which the company is a party for the purpose of taking responsibility on behalf of the company for all or any part of those proceedings. The company was not a party to any such proceedings during the year.

## Company Secretary

Kate Robb has been the Company Secretary of Sandringham Community Financial Services Limited since 1 May 2012. Kate holds a Bachelor of Business (Accounting) and also became a member of the Institute of Chartered Accountants of Australia in 1996 while working at PricewaterhouseCoopers. Kate has 15 years accounting and corporate governance experience having held senior management and leadership positions at a number of ASX listed companies.

## Non audit services

The Directors in accordance with advice from the audit committee, are satisfied that the provision of non audit services during the year is compatible with the general standard of independence for Auditors imposed by the Corporations Act 2001. The Directors are satisfied that the services disclosed in Note 5 did not compromise the external Auditor's independence for the following reasons:

# Directors' report (continued)

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## **Non audit services (continued)**

- all non audit services are reviewed and approved by the audit committee prior to commencement to ensure they do not adversely affect the integrity and objectivity of the Auditor; and
- the nature of the services provided does not compromise the general principles relating to Auditor independence in accordance with APES 110 "Code of Ethics for Professional Accountants" set by the Accounting Professional and Ethical Standards Board.

## **Auditor independence declaration**

A copy of the Auditor's independence declaration as required under section 307C of the Corporations Act 2001 is set at page 13 of this financial report. No Officer of the company is or has been a partner of the Auditor of the company.

Signed in accordance with a resolution of the Board of Directors at Sandringham on 19 September 2013.



**Graham Manson Ludecke**  
**Director**

# Auditor's independence declaration



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[www.rsdadvlors.com.au](http://www.rsdadvlors.com.au)

19<sup>th</sup> September 2013

The Directors  
Sandringham Community Financial Services Limited  
75 Station Street  
SANDRINGHAM VIC 3191

To the Directors of Sandringham Community Financial Services Limited

## Auditor's Independence Declaration under section 307C of the Corporations Act 2001

I declare that to the best of my knowledge and belief, during the year ended 30 June 2013 there has been:

- (i) no contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.

**RICHMOND SINNOTT & DELAHUNTY**  
Chartered Accountants

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

**Phil Delahunty**  
Partner

Dated at Bendigo, 19<sup>th</sup> September 2013

Richmond Sinnott & Delahunty  
ABN 60 616 244 309  
Liability limited by a scheme  
approved under Professional

**Partners:**  
Warren Sinnott  
Cara Hall  
Brett Andrews  
Philip Delahunty  
Kathie Teasdale  
David Richmond

# Financial statements

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## Statement of profit or loss and other comprehensive income for the year ended 30 June 2013

	Notes	2013 \$	2012 \$
Revenue	2	815,870	964,585
Employee benefits expense	3	(362,840)	(332,605)
Depreciation and amortisation expense	3	(35,033)	(33,537)
Bad and doubtful debts expense	3	(143)	(162)
Other expenses		(265,758)	(264,033)
<b>Operating profit/(loss) before charitable donations &amp; sponsorships</b>		<b>152,096</b>	<b>334,248</b>
Charitable donations and sponsorships		(74,158)	(183,783)
<b>Profit/(loss) before income tax expense</b>		<b>77,938</b>	<b>150,465</b>
Tax expense / (benefit)	4	22,442	47,534
<b>Profit/(loss) for the year</b>		<b>55,496</b>	<b>102,931</b>
Other comprehensive income		-	-
<b>Total comprehensive income</b>		<b>55,496</b>	<b>102,931</b>
Profit/(loss) attributable to:			
Members of the company		-	-
<b>Total</b>		<b>55,496</b>	<b>102,931</b>
<b>Earnings per share (cents per share)</b>			
- basic for profit / (loss) for the year	21	9.10	16.87
- diluted for profit / (loss) for the year	21	9.10	16.87

The accompanying notes form part of these financial statements.

# Financial statements (continued)

## Statement of financial position as at 30 June 2013

	Notes	2013 \$	2012 \$
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	6	554,441	537,351
Trade and other receivables	7	80,313	104,614
Current tax receivable	4	27,942	-
<b>Total current assets</b>		<b>662,696</b>	<b>641,965</b>
<b>Non-current assets</b>			
Property, plant and equipment	8	126,151	149,903
Investments	9	6,394	6,028
Intangible assets	10	48,072	1,667
<b>Total non-current assets</b>		<b>180,617</b>	<b>157,598</b>
<b>Total assets</b>		<b>843,313</b>	<b>799,563</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	11	62,965	37,107
Current tax liability	4	-	4,717
Provisions	12	50,025	46,311
<b>Total current liabilities</b>		<b>112,990</b>	<b>88,135</b>
<b>Total liabilities</b>		<b>112,990</b>	<b>88,135</b>
<b>Net assets / (liabilities)</b>		<b>730,323</b>	<b>711,428</b>
<b>Equity</b>			
Issued capital	13	518,507	518,507
Retained earnings / (accumulated losses)	14	211,816	192,921
<b>Total equity</b>		<b>730,323</b>	<b>711,428</b>

The accompanying notes form part of these financial statements.



## Financial statements (continued)

### Statement of changes in equity for the year ended 30 June 2013

	Notes	Issued Capital \$	Retained Earnings \$	Total Equity \$
<b>Balance at 1 July 2011</b>		<b>518,507</b>	<b>126,591</b>	<b>645,098</b>
Total comprehensive income for the year		-	102,931	102,931
Transactions with owners, in their capacity as owners				
Shares issued during the year		-	-	-
Dividends paid or provided	22	-	(36,601)	(36,601)
<b>Balance at 30 June 2012</b>		<b>518,507</b>	<b>192,921</b>	<b>711,428</b>
<b>Balance at 1 July 2012</b>		<b>518,507</b>	<b>192,921</b>	<b>711,428</b>
Total comprehensive income for the year		-	55,496	55,496
Transactions with owners, in their capacity as owners				
Shares issued during the year		-	-	-
Dividends paid or provided	22	-	(36,601)	(36,601)
<b>Balance at 30 June 2013</b>		<b>518,507</b>	<b>211,816</b>	<b>730,323</b>

The accompanying notes form part of these financial statements.

# Financial statements (continued)

## Statement of cash flows for the year ended 30 June 2013

	Notes	2013 \$	2012 \$
<b>Cash flows from operating activities</b>			
Receipts from clients		895,927	1,032,902
Payments to suppliers and employees		(752,565)	(885,231)
Dividend revenue received		366	339
Income tax paid		(54,641)	(40,561)
Interest received		22,656	27,641
<b>Net cash flows from/(used in) operating activities</b>	<b>15b</b>	<b>111,743</b>	<b>135,090</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant & equipment		-	(5,500)
Purchase of franchise agreement		(57,686)	-
Purchase of investment		(366)	(339)
<b>Net cash flows from/(used in) investing activities</b>		<b>(58,052)</b>	<b>(5,839)</b>
<b>Cash flows from financing activities</b>			
Dividends paid		(36,601)	(36,601)
<b>Net cash flows from/(used in) financing activities</b>		<b>(36,601)</b>	<b>(36,601)</b>
<b>Net increase/(decrease) in cash held</b>		<b>17,090</b>	<b>92,650</b>
Cash and cash equivalents at start of year		537,351	444,701
<b>Cash and cash equivalents at end of year</b>	<b>15a</b>	<b>554,441</b>	<b>537,351</b>

The accompanying notes form part of these financial statements.

# Notes to the financial statements

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For year ended 30 June 2013

The financial statements and notes represent those of Sandringham Community Financial Services Limited.

Sandringham Community Financial Services Limited ('the company') is a company limited by shares, incorporated and domiciled in Australia.

The financial statements were authorised for issue by the Directors on 19 September 2013.

## Note 1. Summary of significant accounting policies

### **(a) Basis of preparation**

The financial statements are general purpose financial statements, that have been prepared in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Accounting Standards Board and the Corporations Act 2001. The company is a for profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the Australian Accounting Standards Board has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Compliance with Australian Accounting Standards ensures that the financial statements and notes also comply with International Financial Reporting Standards (IFRS). Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non current assets, financial assets and financial liabilities.

### **(b) Income tax**

Deferred income tax is provided on all temporary differences at the reporting date between the tax bases of assets and liabilities and their carrying amounts for financial reporting purposes.

Deferred income tax liabilities are recognised for all taxable temporary differences.

Deferred income tax assets are recognised for all deductible temporary differences, carry-forward of unused tax assets and unused tax losses, to the extent that it is probable that taxable profit will be available against which the deductible temporary differences, and the carry-forward of unused tax assets and unused tax losses can be utilised.

The carrying amount of deferred income tax assets is reviewed at each reporting date and reduced to the extent that it is no longer probable that sufficient taxable profit will be available to allow all or part of the deferred income tax asset to be utilised.

Deferred income tax assets and liabilities are measured at the tax rates that are expected to apply to the year when the asset is realised or the liability is settled.

### **(c) Property, plant and equipment**

Property, plant and equipment are brought to account at cost less accumulated depreciation and any impairment in value.

Land and buildings are measured at fair value less accumulated depreciation.

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### (c) Property, plant and equipment (continued)

Depreciation is calculated on a straight line basis over the estimated useful life of the asset as follows:

<b>Class of asset</b>	<b>Depreciation rate</b>
Plant & equipment	5 - 20%

#### Impairment

The carrying values of plant and equipment are reviewed for impairment when events or changes in circumstances indicate the carrying value may not be recoverable.

If any such indication exists and where the carrying value exceeds the estimated recoverable amount, the assets or cash-generating units are written down to their recoverable amount.

The recoverable amount of plant and equipment is the greater of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset.

#### Revaluations

Following initial recognition at cost, land and buildings are carried at a revalued amount which is the fair value at the date of the revaluation less any subsequent accumulated depreciation on buildings and accumulated impairment losses.

Fair value is determined by reference to market based evidence, which is the amount for which the assets could be exchanged between a knowledgeable willing buyer and a knowledgeable willing seller in an arm's length transaction as at the valuation date.

### (d) Impairment of assets

At each reporting date, the company assesses whether there is any indication that an asset is impaired. Where an indicator of impairment exists, the company makes a formal estimate of the recoverable amount. Where the carrying amount of an asset exceeds its recoverable amount the asset is considered impaired and is written down to its recoverable amount.

### (e) Goods and services tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included as part of receivables or payables in the Statement of Financial Position. Cash flows are presented on a gross basis.

The GST components of investing and financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows included in receipts from customers or payments to suppliers.

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **(f) Employee benefits**

Provision is made for the company's liability for employee benefits arising from the services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy any vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows attributable to the employee benefits.

### **(g) Intangibles**

Establishment costs have been initially recorded at cost and amortised on a straight line basis at a rate of 20% per annum. The current amortisation charges for intangible assets are included under depreciation and amortisation expense per the Statement of Comprehensive Income.

### **(h) Cash**

Cash on hand and in banks are stated at nominal value. Bank overdrafts are shown as short term borrowings in current liabilities in the statement of financial position.

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.

### **(i) Revenue**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Revenue comprises service commissions and other income received by the company.

Interest and fee revenue is recognised when earned. All revenue is stated net of the amount of goods and services tax (GST).

### **(j) Receivables and payables**

Receivables and payables are non interest bearing and generally have payment terms of between 30 and 90 days. Receivables expected to be collected within 12 months at the end of the reporting period are classified as current assets. Receivables are recognised and carried at original invoice amount less a provision for any uncollected debts. Liabilities for trade creditors and other amounts are carried at cost that is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to the company and are recognised as a current liability.

### **(k) New accounting standards and interpretations not yet adopted**

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the company.

The company has decided not to early adopt any of the new and amended pronouncements. The company's assessment of the new and amended pronouncements that are relevant to the company but applicable in the future reporting periods is set below:

# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **(k) New accounting standards and interpretations not yet adopted (continued)**

#### (i) AASB 9 Financial Instruments (2010), AASB 9 Financial Instruments (2009)

AASB 9 (2009) introduces new requirements for the classification and measurement of financial assets. Under AASB 9 (2009), financial assets are classified and measured based on the business model in which they are held and the characteristics of their contractual cash flows. AASB 9 (2010) introduces additions relating to financial liabilities. The IASB currently has an active project that may result in limited amendments to the classification and measurement requirements of AASB 9 and add new requirements to address the impairment of financial assets and hedge accounting.

AASB 9 (2010 and 2009) are effective for annual periods beginning on or after 1 January 2015 with early adoption permitted. The adoption of AASB 9 (2010) is not expected to have an impact on the company's financial assets or financial liabilities.

#### (ii) AASB 13 Fair Value Measurement (2011)

AASB 13 provides a single source of guidance on how fair value is measured, and replaces the fair value measurement guidance that is currently dispersed throughout Australian Accounting Standards. Subject to limited exceptions, AASB 13 is applied when fair value measurements or disclosures are required or permitted by other AASBs. The company is currently reviewing its methodologies in determining fair values. AASB 13 is effective for annual periods beginning on or after 1 January 2013 with early adoption permitted.

#### (iii) AASB 119 Employee Benefits (2011)

AASB 119 (2011) changes the definition of short-term and other long-term employee benefits to clarify the distinction between the two. For defined benefit plans, removal of the accounting policy choice for recognition of actuarial gains and losses is not expected to have any impact on the company. However, the company may need to assess the impact of the change in measurement principles of expected return on plan assets. AASB 119 (2011) is effective for annual periods beginning on or after 1 January 2013 with early adoption permitted.

### **(l) Loans and borrowings**

All loans are measured at the principal amount. Interest is recognised as an expense as it accrues.

### **(m) Provisions**

Provisions are recognised when the company has a legal or constructive obligation, as a result of past events, for which is probable that the outflow of economic benefits will result and the outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

A provision for dividends is not recognised as a liability unless the dividends are declared, determined or publicly recommended on or before the reporting date.

### **(n) Share capital**

Issued and paid up capital is recognised at the fair value of the consideration received by the company. Any transaction costs arising on the issue of ordinary shares are recognised directly in equity as a reduction of the share proceeds received.

### **(o) Comparative figures**

When required by Accounting Standards comparative figures have been adjusted to conform to changes in presentation for the current financial year.

## ► East Sandringham Junior Netball Club

With the assistance of sponsorship funds from Sandringham **Community Bank**<sup>®</sup> Branch, East Sandringham Junior Netball Club (ESJNC) was set up for the sisters of the boys playing at East Sandringham Junior Football Club. Formed in 2011, the netball club has grown each year and continues to provide active young girls the opportunity to participate in a safe and secure netball playing environment. ESJNC has enjoyed on field success with each grade participating in finals over the past three years.



## ◄ Bayside Relay For Life

Nearly 650 people in the City of Bayside are diagnosed with cancer every year. Thanks to the continued support of Sandringham **Community Bank**<sup>®</sup> Branch, Bayside Relay For Life has raised more than \$144,300 since 2011. This money is funding Cancer Council Victoria's support, prevention and research programs every single day. Through Relay For Life, Sandringham **Community Bank**<sup>®</sup> Branch and Cancer Council Victoria are making a difference in the fight against cancer. Registrations for 2014 are now open, visit [relayforlife.org.au](http://relayforlife.org.au) to join this inspiring community experience!

## ► Fairway Hostel

Sandringham **Community Bank**<sup>®</sup> Branch was thrilled to help the elderly community of Bayside through a grant for the lease of the Fairways Community Bus. The bus has made a huge difference for the transportation of the elderly for day excursions and general transport. And it looks good too!



## ► Sandringham Community Bank® Branch turns 10!

As part of Sandringham **Community Bank**® Branch's 10th Birthday celebrations, the staff, along with local sporting and community groups, helped Bayside Council to create a plant bed. Sandringham shopping village now has a colourful and vibrant garden for all to enjoy.



## ◄ Sandringham Little Athletics Club installs electronic finishing gates

Sandringham Little Athletics creates a lively atmosphere every Saturday morning where new friendships are made and skills are developed. Through the enjoyment of athletics, positive attitudes are developed, a healthy lifestyle and enjoyment of family, fun and fitness are fostered. The finishing gates sponsored by Sandringham **Community Bank**® Branch have been embraced by the community, as the technology has allowed approximately 700 members to instantly access results on the internet. The gates have allowed all athletes to monitor their personal best results on a weekly basis.



## ► Hampton Cricket Club attracts young and old

Sandringham **Community Bank**® Branch has sponsored the Hampton Cricket Club for a number of years now. This year a \$6,000 sponsorship grant has been used to maintain the club and ground facilities to a high standard. In doing so, the club attracts quality coaches and club members. The funds benefit 130 juniors, 70 seniors and 50 social members.





# Notes to the financial statements (continued)

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## Note 1. Summary of significant accounting policies (continued)

### **(p) Critical accounting estimates and judgements**

The Directors evaluate estimates and judgements incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the company. Estimates and judgements are reviewed on an ongoing basis. Revision to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected. The estimates and judgements that have a significant risk of causing material adjustments to the carrying values of assets and liabilities are as follows:

#### Estimation of useful lives of assets

The company determines the estimated useful lives and related depreciation and amortisation charges for its property, plant and equipment and intangible assets. The depreciation and amortisation charge will increase where useful lives are less than previously estimated lives.

#### Income tax

The company is subject to income tax. Significant judgement is required in determining the deferred tax asset or the provision for income tax liability. Deferred tax assets are recognised only when it is considered sufficient future profits will be generated. The assumptions made regarding future profits is based on the company's assessment of future cash flows.

#### Impairment

The company assesses impairment at the end of each reporting period by calculating conditions and events specific to the company that may be indicative of impairment triggers. Recoverable amounts of relevant assets are reassessed using value in use calculations which incorporate various key assumptions.

### **(q) Financial instruments**

#### Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the company commits itself to either purchase or sell the asset (ie trade date accounting is adopted). Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to the profit or loss immediately.

#### Classification and subsequent measurement

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest method or cost.

Fair value represents the amount for which an asset would be exchanged or a liability settled, between knowledgeable willing parties. Where available quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are applied to determine the fair value.

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition less repayments and any reduction for impairment and adjusted for any cumulative amortisation of the difference between that initial amount and the maturity amount calculated using the effective interest method.

# Notes to the financial statements (continued)

## Note 1. Summary of significant accounting policies (continued)

### (q) Financial instruments (continued)

#### Classification and subsequent measurement (continued)

##### (i) Loans and receivables

Loans and receivables are non derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial asset is derecognised.

##### (ii) Financial liabilities

Non derivative financial liabilities are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss through the amortisation process and when the financial liability is derecognised.

#### Impairment

At the end of each reporting period, the company assesses whether there is objective evidence that a financial asset has been impaired. A financial asset is deemed to be impaired if and only if, there is objective evidence of impairment as a result of one or more events (a loss event) having occurred, which has an impact on the estimated future cash flows of the financial asset. In the case of financial assets carried at amortised cost, loss events may include indications that the debtor is experiencing significant financial difficulty, default or delinquency in payments, indications that they will enter bankruptcy or other financial reorganisation and changes in arrears or economic conditions that correlate with defaults.

#### Derecognition of financial instruments

Financial assets are derecognised when the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised when the related obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Note 2. Revenue and other income</b>		
<b>Revenue</b>		
- services commissions	742,388	886,850
- market development fund	50,000	50,000
	<b>792,388</b>	<b>936,850</b>
Other revenue		
- interest received	23,116	27,396
- dividends	366	339
	<b>23,482</b>	<b>27,735</b>
<b>Total revenue</b>	<b>815,870</b>	<b>964,585</b>

## Notes to the financial statements (continued)

	2013 \$	2012 \$
<b>Note 3. Expenses</b>		
<b>Employee benefits expense</b>		
- wages and salaries	307,542	281,075
- superannuation costs	28,627	26,276
- other costs	26,671	25,254
	<b>362,840</b>	<b>332,605</b>
<b>Depreciation of non-current assets:</b>		
- plant and equipment	23,752	23,537
<b>Amortisation of non-current assets:</b>		
- intangible assets	11,281	10,000
	<b>35,033</b>	<b>33,537</b>
Bad debts	143	162

## Note 4. Tax expense

The prima facie tax on profit/(loss) from ordinary activities before income tax is reconciled to the income tax expense as follows:

Prima facie tax on profit/(loss) before income tax at 30% (2012: 30%)	23,381	45,140
Add tax effect of:		
- Adjustments in respect of current income tax of previous year	-	-
- Utilisation of previously unrecognised carried forward tax losses	-	-
- Non-deductible expenses	(939)	2,394
<b>Current income tax expense</b>	<b>22,442</b>	<b>47,534</b>
<b>Income tax attributable to the entity</b>	<b>22,442</b>	<b>47,534</b>
<b>Tax liabilities</b>		
<b>Current tax payable/ (refundable)</b>	<b>(27,942)</b>	<b>4,717</b>
The applicable weighted average effective tax rate is	29%	32%

The applicable income tax rate is the Australian Federal tax rate of 30% (2012: 30%) applicable to Australian resident companies.

## Notes to the financial statements (continued)

	2013 \$	2012 \$
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### Note 5. Auditors' remuneration

Remuneration of the Auditor for:

- Audit or review of the financial report	4,405	4,387
- Taxation services	-	530
- Share registry services	2,957	3,132
	<b>7,362</b>	<b>8,049</b>

### Note 6. Cash and cash equivalents

Cash at bank and on hand	529,773	513,301
Security deposit	24,668	24,050
	<b>554,441</b>	<b>537,351</b>

### Note 7. Trade and other receivables

#### Current

Trade debtors	61,684	80,150
Other assets	18,629	24,464
	<b>80,313</b>	<b>104,614</b>

#### Credit risk

The company has no significant concentration of credit risk with respect to any single counterparty or group of counterparties.

The following table details the company's trade and other receivables exposed to credit risk (prior to collateral and other credit enhancements) with ageing analysis and impairment provided for thereon. Amounts are considered as "past due" when the debt has not been settled within the terms and conditions agreed between the company and the customer or counterparty to the transaction. Receivables that are past due are assessed for impairment by ascertaining solvency of the debtors and are provided for where there are specific circumstances indicating that the debt may not be fully repaid to the company. The balances of receivables that remain within initial trade terms (as detailed in the table below) are considered to be high credit quality.

# Notes to the financial statements (continued)

## Note 7. Trade and other receivables (continued)

### Credit risk (continued)

	Gross amount	Past due and impaired	Past due but not impaired			Not past due
			< 30 days	31-60 days	> 60 days	
<b>2013</b>						
Trade receivables	61,684	-	-	-	-	61,684
Other receivables	18,629	-	-	-	-	18,629
<b>Total</b>	<b>80,313</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>80,313</b>
<b>2012</b>						
Trade receivables	80,150	-	-	-	-	80,150
Other receivables	24,464	-	-	-	-	24,464
<b>Total</b>	<b>104,614</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>104,614</b>

**2013**  
\$

**2012**  
\$

## Note 8. Property, plant and equipment

### Plant and equipment

At cost	198,063	198,063
Less accumulated depreciation	(71,912)	(48,160)
	<b>126,151</b>	<b>149,903</b>

### Total written down amount

**126,151**

**149,903**

### Movements in carrying amounts

#### Plant and equipment, and leasehold improvements

Balance at the beginning of the reporting period	149,903	167,940
Additions	-	5,500
Disposals	-	-
Depreciation expense	(23,752)	(23,537)
<b>Balance at the end of the reporting period</b>	<b>126,151</b>	<b>149,903</b>

## Note 9. Investments

<b>Listed shares at cost</b>	<b>6,394</b>	<b>6,028</b>
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## Notes to the financial statements (continued)

	2013 \$	2012 \$
<b>Note 10. Intangible assets</b>		
<b>Franchise fee</b>		
At cost	57,686	50,000
Less accumulated amortisation	(9,614)	(48,333)
	<b>48,072</b>	<b>1,667</b>
<b>Movements in carrying amounts</b>		
<b>Franchise fee</b>		
Balance at the beginning of the reporting period	1,667	11,667
Additions	57,686	-
Disposals	-	-
Amortisation expense	(11,281)	(10,000)
<b>Balance at the end of the reporting period</b>	<b>48,072</b>	<b>1,667</b>

During the year the Bank entered into a new five year Franchise arrangement at a cost of \$57,686. At this time the previous Franchise Fee of \$50,000 was fully amortised. Accordingly, the previous Franchise Fee was written off and the new Franchise Fee cost of \$57,686 was capitalised.

	2013 \$	2012 \$
<b>Note 11. Trade and other payables</b>		
<b>Current</b>		
Unsecured liabilities:		
GST payable	9,805	3,723
Trade creditors	53,160	33,384
	<b>62,965</b>	<b>37,107</b>

## Note 12. Provisions

<b>Employee benefits</b>	<b>50,025</b>	<b>46,311</b>
<b>Movement in employee benefits</b>		
Opening balance	46,311	37,419
Additional provisions recognised	24,845	29,306
Amounts utilised during the year	(21,131)	(20,414)
<b>Closing balance</b>	<b>50,025</b>	<b>46,311</b>

## Notes to the financial statements (continued)

	2013 \$	2012 \$
Note 12. Provisions (continued)		
<b>Current</b>		
Annual leave	29,212	27,830
	<b>29,212</b>	<b>27,830</b>
Long-service leave	20,813	18,481
	<b>20,813</b>	<b>18,481</b>
<b>Total provisions</b>	<b>50,025</b>	<b>46,311</b>

Provision for employee benefits represents amounts accrued for annual leave and long service leave. The current portion for this provision includes the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience the company does not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts must be classified as current liabilities since the company does not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

Any non-current portion for this provision includes amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service.

	2013 \$	2012 \$
Note 13. Share capital		
610,008 Ordinary Shares fully paid of 85 cents each	518,507	518,507
Less: Equity raising costs	-	-
	<b>518,507</b>	<b>518,507</b>
<b>Movements in share capital</b>		
Fully paid ordinary shares:		
At the beginning of the reporting period	518,507	518,507
Shares issued during the year	-	-
<b>At the end of the reporting period</b>	<b>518,507</b>	<b>518,507</b>

Ordinary shares participate in dividends and the proceeds on winding up of the company in proportion to the number of shares held. At the shareholders' meetings each shareholder is entitled to one vote when a poll is called, or on a show of hands.

The company does not have authorised capital or par value in respect of its issued shares. All issued shares are fully paid. All shares rank equally with regard to the company's residual assets.

# Notes to the financial statements (continued)

## Note 13. Share capital (continued)

### Capital management

The Board's policy is to maintain a strong capital base so as to sustain future development of the company. The Board of Directors monitor the return on capital and the level of dividends to shareholders. Capital is represented by total equity as recorded in the Statement of Financial Position.

In accordance with the franchise agreement, in any 12 month period, the funds distributed to shareholders shall not exceed the Distribution Limit.

(i) the Distribution Limit is the greater of:

(a) 20% of the profit or funds of the Franchisee otherwise available for distribution to shareholders in that 12 month period; and

(b) subject to the availability of distributable profits, the Relevant Rate of Return multiplied by the average level of share capital of the Franchisee over that 12 month period; and

(ii) the Relevant Rate of Return is equal to the weighted average interest rate on 90 day bank bills over that 12 month period plus 5%.

The Board is managing the growth of the business in line with this requirement. There are no other externally imposed capital requirements, although the nature of the company is such that amounts will be paid in the form of charitable donations and sponsorship. Charitable donations and sponsorship paid for the year ended 30 June 2013 can be seen in the Statement of Profit or Loss and Comprehensive Income. There were no changes in the company's approach to capital management during the year.

	2013 \$	2012 \$
<b>Note 14. Retained earnings</b>		
Balance at the beginning of the reporting period	192,921	126,591
Profit/(loss) after income tax	55,496	102,931
Dividend paid	(36,601)	(36,601)
<b>Balance at the end of the reporting period</b>	<b>211,816</b>	<b>192,921</b>

## Note 15. Statement of cash flows

**(a) Cash and cash equivalents balances as shown in the statement of financial position can be reconciled to that shown in the statement of cash flows as follows:**

<b>As per the statement of financial position</b>	<b>554,441</b>	<b>537,351</b>
<b>(b) Reconciliation of profit / (loss) after tax to net cash provided from/(used in) operating activities</b>		
Profit / (loss) after income tax	55,496	102,931
Non cash items		
- Depreciation	23,752	23,537
- Amortisation	11,281	10,000



# Notes to the financial statements (continued)

	<b>2013</b>	<b>2012</b>
	<b>\$</b>	<b>\$</b>
<b>Note 15. Statement of cash flows (continued)</b>		
Changes in assets and liabilities		
- (Increase) decrease in receivables	24,301	2,603
- Increase (decrease) in income tax payable / refundable	(32,659)	(3,612)
- Increase (decrease) in payables	25,858	(9,261)
- Increase (decrease) in provisions	3,714	8,892
<b>Net cash flows from/(used in) operating activities</b>	<b>111,743</b>	<b>135,090</b>

## Note 16. Related party transactions

The company's main related parties are as follows:

### (a) Key management personnel

Any person(s) having authority or responsibility for planning, directing or controlling the activities of the entity, directly or indirectly including any Director (whether executive or otherwise) of that company is considered key management personnel.

### (b) Other related parties

Other related parties include close family members of key management personnel and entities that are controlled or jointly controlled by those key management personnel, individually or collectively with their close family members.

### (c) Transactions with key management personnel and related parties

Other than Directors Fees detailed below, no key management personnel or related party has entered into any contracts with the company.

	<b>Primary benefits</b>	
	<b>Salary &amp; fees 2013 \$</b>	<b>Salary &amp; fees 2012 \$</b>
<b>Directors fees</b>		
Graham Manson Ludecke	3,000	3,000
Michael John Davies	2,400	2,400
Glen Hay Kruger	2,400	2,400
Helen Diana Searle	2,400	1,900
Ian Richard Siebert	1,800	1,800
Campbell John Sinclair	1,800	2,300

# Notes to the financial statements (continued)

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## Note 16. Related party transactions (continued)

### (c) Transactions with key management personnel and related parties (continued)

During the previous financial year a payment of \$5,930 was made to Campbell Sinclair (Director) for consultancy services relating to recovery of costs in regard to the train incident. No further payments have been made in 2013.

The Board of Sandringham Community Financial Services Limited has not accepted the Bendigo and Adelaide Bank Limited's **Community Bank**<sup>®</sup> Directors Privileges package. Accordingly Directors did not receive any benefit in regard to this package.

### (d) Key management personnel shareholdings

The number of ordinary shares in Sandringham Community Financial Services Limited held by each key management personnel of the company during the financial year is as follows:

	2013	2012
Graham Manson Ludecke	6,500	6,500
Michael John Davies	1,000	1,000
Glen Hay Kruger	-	-
Helen Diana Searle	-	-
Ian Richard Siebert	-	-
Campbell John Sinclair	1,500	1,500

There was no movement in key management personnel shareholdings during the year. Each share held has a paid up value of 85 cents and is fully paid.

### (e) Other key management transactions

There has been no other transactions involving equity instruments other than those described above.

## Note 17. Events after the reporting period

There have been no events after the end of the financial year that would materially affect the financial statements.

## Note 18. Contingent liabilities and assets

There were no contingent liabilities or assets at the date of this report to affect the financial statements.

## Note 19. Operating segments

The company operates in the financial services sector where it provides banking services to its clients. The company operates in one geographic area being Sandringham, Victoria. The company has a franchise agreement in place with Bendigo and Adelaide Bank Limited who account for 100% of the revenue (2012: 100%).

# Notes to the financial statements (continued)

## Note 20. Company details

The registered office & principle place of business is: 75 Station Street,  
Sandringham Victoria 3191

## Note 21. Earnings per share

Basic earnings per share amounts are calculated by dividing profit after income tax by the weighted average number of ordinary shares outstanding during the year.

Diluted earnings per share amounts are calculated by dividing profit after income tax by the weighted average number of ordinary shares outstanding during the year (adjusted for the effects of any dilutive options or preference shares).

The following reflects the income and share data used in the basic and diluted earnings per share computations:

	2013 \$	2012 \$
<b>Profit after income tax expense</b>	<b>55,496</b>	<b>102,931</b>
<b>Weighted average number of ordinary shares for basic and diluted earnings per share</b>	<b>610,008</b>	<b>610,008</b>

## Note 22. Dividends paid or provided for on ordinary shares

### (a) Dividends paid during the year

(i) Previous year final		
Franked dividends - 6 cents per share (2012: 6 cents per share)	36,601	36,601
	<b>36,601</b>	<b>36,601</b>

### (b) Franking credit balance

The amount of franking credits available for the subsequent financial year are:		
- Franking account balance as at the end of the financial year.	115,275	75,860
- Franking credits that will arise from the payment / (refund) of income tax payable as at the end of the financial year	(27,942)	4,717
	<b>87,333</b>	<b>80,577</b>

The tax rate at which dividends have been franked is 30% (2012: 30%).

# Notes to the financial statements (continued)

## Note 23. Financial risk management

The company's financial instruments consist mainly of deposits with banks, account receivables and payables, bank overdraft and loans. The totals for each category of financial instruments measured in accordance with AASB 139 as detailed in the accounting policies are as follows:

	Note	2013 \$	2012 \$
<b>Financial assets</b>			
Cash & cash equivalents	6	554,441	537,351
Trade and other receivables	7	80,313	104,614
<b>Total financial assets</b>		<b>634,754</b>	<b>641,965</b>
<b>Financial liabilities</b>			
Trade and other payables	11	62,965	37,107
<b>Total financial liabilities</b>		<b>62,965</b>	<b>37,107</b>

### Financial risk management policies

The Board of Directors has overall responsibility for the establishment and oversight of the risk management framework. The Board has established an Audit Committee which reports regularly to the Board. The Audit Committee is assisted in the area of risk management by an internal audit function.

### Specific financial risk exposure and management

The company has exposure to credit risk, liquidity risk and market risk from their use of financial instruments. There have been no substantive changes in the types of risks the company is exposed to, how the risks arise, or the Board's objectives, policies and processes for managing or measuring the risks from the previous period.

#### **(a) credit risk**

Credit risk is the risk of financial loss to the company if a customer or counterparty to a financial instrument fails to meet its contractual obligations. For the company it arises from receivables and cash assets.

Credit risk is managed through maintaining procedures that ensure, to the extent possible, that clients and counterparties to transactions are of sound credit worthiness and their financial stability is monitored and assessed on a regular basis. Such monitoring is used in assessing receivables for impairment. Credit terms for normal fee income are generally 30 days from the date of invoice. For fees with longer settlements, terms are specified in the individual client contracts. In the case of loans advanced, the terms are specific to each loan.

The maximum exposure to credit risk by class of recognised financial assets at the end of the reporting period is equivalent to the carrying amount and classification of those financial assets as presented in the statement of financial position.

The company's exposure to credit risk is limited to Australia by geographic area. The majority of receivables are due from Bendigo and Adelaide Bank Limited.

None of the assets of the company are past due (2012: nil past due) and based on historic default rates, the company believes that no impairment allowance is necessary in respect of assets not past due.

The company limits its exposure to credit risk by only investing in liquid securities with Bendigo and Adelaide Bank Limited and therefore credit risk is considered minimal.

## Notes to the financial statements (continued)

<b>2013</b>	<b>2012</b>
<b>\$</b>	<b>\$</b>

Note 23. Financial risk management (continued)

### (a) Credit risk (continued)

#### Cash and cash equivalents:

<b>A rated</b>	<b>554,441</b>	<b>537,351</b>
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### (b) Liquidity risk

Liquidity risk is the risk that the company will not be able to meet its financial obligations as they fall due. The company ensures it will have enough liquidity to meet its liabilities when due under both normal and stressed conditions. Liquidity management is carried out within the guidelines set by the Board.

Typically, the company maintains sufficient cash on hand to meet expected operational expenses, including the servicing of financial obligations. This excludes the potential impact of extreme circumstances that cannot reasonably be predicted, such as natural disasters.

Financial liability and financial asset maturity analysis:

	Note	Total \$	Within 1 year \$	1 to 5 years \$	Over 5 years \$
<b>30 June 2013</b>					
<b>Financial liabilities due</b>					
Trade and other payables	11	62,965	62,965	–	–
<b>Total expected outflows</b>		<b>62,965</b>	<b>62,965</b>	–	–
<b>Financial assets - realisable</b>					
Cash & cash equivalents	6	554,441	554,441	–	–
Trade and other receivables	7	80,313	80,313	–	–
<b>Total anticipated inflows</b>		<b>634,754</b>	<b>634,754</b>	–	–
<b>Net (outflow)/inflow financial instruments</b>		<b>571,789</b>	<b>571,789</b>	–	–

## Notes to the financial statements (continued)

### Note 23. Financial risk management (continued)

#### (b) Liquidity risk (continued)

	Note	Total \$	Within 1 year \$	1 to 5 years \$	Over 5 years \$
<b>30 June 2012</b>					
<b>Financial liabilities due</b>					
Trade and other payables	11	37,107	37,107	-	-
<b>Total expected outflows</b>		<b>37,107</b>	<b>37,107</b>	-	-
<b>Financial assets - realisable</b>					
Cash & cash equivalents	6	537,351	537,351	-	-
Trade and other receivables	7	104,614	104,614	-	-
<b>Total anticipated inflows</b>		<b>641,965</b>	<b>641,965</b>	-	-
<b>Net (outflow)/inflow financial instruments</b>		<b>604,858</b>	<b>604,858</b>	-	-

Two term deposits totalling \$24,668 were held as security in regard to lease commitments as at June 30 2013 (2012: \$24,050).

#### (c) Market risk

Market risk is the risk that changes in market prices, such as interest rates, will affect the company's income or the value of its holdings of financial instruments. The objective of market risk management is to manage and control market risk exposures within acceptable parameters.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The company reviews the exposure to interest rate risk as part of the regular Board meetings.

The weighted average interest rates of the company's interest-bearing financial assets are as follows:

Financial assets	2013 %	2012 %
Cash and cash equivalents (net of bank overdrafts)	3.74%	5.04%

#### Sensitivity analysis

The following table illustrates sensitivities to the company's exposures to changes in interest rates and equity prices. The table indicates the impact on how profit and equity values reported at the end of the reporting period would have been affected by changes in the relevant risk variable that management considers to be reasonably possible.

These sensitivities assume that the movement in a particular variable is independent of other variables.

# Notes to the financial statements (continued)

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Note 23. Financial risk management (continued)

**(c) Market risk (continued)**

Sensitivity analysis (continued)

	<b>Profit \$</b>	<b>Equity \$</b>
<b>Year ended 30 June 2013</b>		
+/- 1% in interest rates (interest income)	5,544	5,544
	<b>5,544</b>	<b>5,544</b>
<b>Year ended 30 June 2012</b>		
+/- 1% in interest rates (interest income)	5,374	5,374
	<b>5,374</b>	<b>5,374</b>

The company has no exposure to fluctuations in foreign currency.

**(d) Price risk**

The company is not exposed to any material price risk.

Fair values

The fair values of financial assets and liabilities approximate the carrying values as disclosed in the Statement of Financial Position. Fair value is the amount at which an asset could be exchanged, or liability settled, between knowledgeable, willing parties in an arm's length transaction. The company does not have any unrecognised financial instruments at year end.

# Directors' declaration

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In accordance with a resolution of the Directors of Sandringham Community Financial Services Limited, the Directors of the company declare that:

- 1 the financial statements and notes of the company as set out on pages 14 to 38 are in accordance with the Corporations Act 2001 and:
  - (i) comply with Australian Accounting Standards, which as stated in accounting policy Note 1(a) to the financial statements constitutes compliance with International Financial Reporting Standards (IFRS); and
  - (ii) give a true and fair view of the company's financial position as at 30 June 2013 and of the performance for the year ended on that date;
- 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 resolution is made in accordance with a resolution of the Board of Directors.



**Graham Manson Ludecke**  
**Director**

Signed at Sandringham on 19 September 2013.



# Independent audit report



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## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF SANDRINGHAM COMMUNITY FINANCIAL SERVICES LIMITED**

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

We have audited the accompanying financial report of Sandringham Community Financial Services Limited, which comprises the statement of financial position as at 30 June 2013, the statement of profit or loss and other comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the directors' declaration of the company at the year's end.

### *Directors' Responsibility for the Financial Report*

The directors of the company are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Corporations Act 2001 and for such internal control as the directors determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error. In Note 1, the directors also state, in accordance with Accounting Standard AASB 101: Presentation of Financial Statements, that the financial statements comply with International Financial Reporting Standards (IFRS).

### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the company's preparation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the directors, as well as evaluating the overall presentation of the financial report.

Richmond Sinnott & Delahunty  
ABN 60 616 244 309  
Liability limited by a scheme  
approved under Professional  
Statute 5, 1 and 6/01

**Partners:**  
Warren Sinnott  
Cars Hall  
Brett Andrews  
Philip Delahunty  
Kathie Teasdale  
David Richmond

# Independent audit report (continued)

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## *Independence*

In conducting our audit, we have complied with the independence requirements of the Corporations Act 2001. We confirm that the independence declaration required by the Corporations Act 2001, which has been given to the directors of Sandringham Community Financial Services Limited, would be in the same terms if provided to the directors as at the time of this auditor's report.

## *Auditor's Opinion*

In our opinion:

- (a) the financial report of Sandringham Community Financial Services Limited is in accordance with the Corporations Act 2001, including:
  - (i) giving a true and fair view of the company's financial position as at 30 June 2013 and of its performance for the year ended on that date; and
  - (ii) complying with Australian Accounting Standards (including Australian Accounting Interpretations) and the Corporations Regulations 2001; and
- (b) the financial report also complies with the International Financial Reporting Standards as disclosed in Note 1.

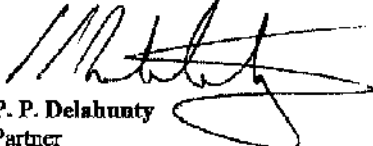
## *Report on the remuneration report*

We have audited the remuneration report included in the directors' report for the year ended 30 June 2013. The directors of the company are responsible for the preparation and presentation of the remuneration report in accordance with section 300A of the Corporations Act 2001. Our responsibility is to express an opinion on the remuneration report, based on our audit conducted in accordance with Australian Auditing Standards.

## *Auditor's Opinion*

In our opinion, the remuneration report of Sandringham Community Financial Services Limited for the year ended 30 June 2013, complies with section 300A of the Corporations Act 2001.

**RICHMOND SINNOTT & DELAHUNTY**  
Chartered Accountants

  
P. P. Delahunty  
Partner

Dated at Bendigo, 19 September 2013

# NSX report

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## Share Information

The following table shows the number of shareholders, broken into various categories showing the total number of shares held.

Number of shares held	Number of shareholders
1 to 1,000	204
1,001 to 5,000	81
5,001 to 10,000	7
10,001 to 100,000	8
100,001 and over	0
<b>Total shareholders</b>	<b>300</b>

Each of the above shareholders are entitled to 1 vote, irrespective of the number of shares held.

There are no substantial shareholders (holding more than 5% of voting rights) as each shareholder is entitled to 1 vote. Normally holding more than 5% of total issued shares would create a substantial shareholder, but this is not applicable due to the voting restrictions for the company.

There are 3 shareholders holding less than a marketable parcel of shares (\$500 in value).

There are no restricted securities on issue.

All shares on issue are ordinary shares fully paid to \$0.85c per share. There are no unquoted equity securities.

## The following table shows the 10 largest shareholders

Shareholder	Number of shares	Percentage of capital
Richard Everitt Thorne	29,500	4.84
Scipio Nominees Pty Ltd	27,500	4.51
Winpar Holdings Limited	26,000	4.26
Fleray Pty Ltd as trustee for <Senior Super Fund A/C>	20,000	3.28
Maslen Pty Ltd	20,000	3.28
Nikstan Constructions P/L as trustee for < Melbourne Property Holdings Unit Trust A/C>	20,000	3.28
Thomas Leigh Pty Ltd as trustee for <The Waring Family Superannuation Fund A/C>	19,500	3.20
Ruth Trait	12,500	2.05
Estate Late Peter Welsh as trustee for <Peter Welsh S/Fund A/C>	10,000	1.64
Kevin Brennan as Trustee for <Brennan Super Fund A/C>	10,000	1.64
	<b>195,000</b>	<b>31.97</b>

# NSX report (continued)

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## Registered office and principal administrative office

The registered office of the company is located at:

75 Station Street,  
Sandringham Vic 3191  
Phone: (03) 9521 6488

The principal administrative office of the company is located at:

75 Station Street,  
Sandringham Vic 3191  
Phone: (03) 9521 6488

## Security register

The security register (share register) is kept at:

Richmond Sinnott & Delahunty Pty Ltd  
Level 2, 10-16 Forest Street  
Bendigo VIC 3550  
Phone: (03) 5445 4200

## Company Secretary

The Company Secretary is  
Kate Robb  
Phone: 03 9521 6488

## Corporate governance

The company has implemented various corporate governance practices, which include:

- (a) The establishment of an audit committee.
- (b) Director approval of operating budgets and monitoring of progress against these budgets;
- (c) Ongoing Director training; and
- (d) Monthly Director meetings to discuss performance and strategic plans.

## Annexure 3A

There are no material differences between the information in the company's Annexure 3A and the information in the financial documents in its annual report.

## 5 Year summary of performance

	2009	2010	2011	2012	2013
Gross revenue	\$712,893	\$868,413	\$935,223	\$964,585	\$815,870
Net profit before tax	\$97,106	\$87,306	\$143,822	\$150,465	\$77,938
Total assets	\$607,415	\$629,882	\$737,214	\$799,563	\$843,313
Total liabilities	\$68,564	\$67,891	\$92,116	\$88,135	\$112,990
Total equity	\$538,851	\$561,991	\$645,098	\$711,428	\$730,323
Earnings per share	10.13 c	9.79 c	19.62 c	16.87 c	9.1c





Sandringham **Community Bank**<sup>®</sup> Branch  
75 Station Street, Sandringham VIC 3191  
Phone: (03) 9521 6488 Fax: (03) 9521 6977

Franchisee:  
Sandringham Community Financial Services Limited  
75 Station Street, Sandringham VIC 3191  
Phone: (03) 9521 6488 Fax: (03) 9521 6977  
ABN: 86 099 131 192  
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