

RNZNCA AGM 21 September 2024

1100 Birkenhead RSA



Agenda

Welcome: President Gary Kingdon

The Ode: President

Apologies: Jim Dell, Vicki Dell, Neill Cameron, Murray Nash,

Presidents Report:

Minutes Previous Meeting: 23 September 2023

Matters Arising:

Correspondence: Nil

Financial Report: Sandy Watson

Election of Officers:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Committee (4 Members)

Notices of Motion:

Other Business:

Minutes of the RNZNCA AGM 23 September 2023



Held 1100 at Birkenhead RSA and via Zoom

The meeting opened with the President, Gary Houghton welcoming everyone and noting those who have crossed the bar in the last 12 months.

The Ode – the Ode was recited by Vice President Dave Wistrand in memory of all passed comrades.

Present: Gary Houghton (President), Jim Blackburn, Frank Rands, Dearne Berry, Rod Berry, Kerry Hamilton, Greg Hansen, Neill Cameron, Barry Jordan, Brian Henman, P Matthews, Colin Burgess, Rex Rodgers, Alan Padgett, Sandy Watson, Dale Leggett, Frank Lewis, Tank McLean, Frank Elliott, Hazel Dickman. **Via Zoom:** John Bullock, Dave Wistrand, Murray Nash, Mike Catlow, Wayne Berry, Ali Berry, Jan Lutterell, Jeff Brown.

Apologies: Dennis Powell, Ian Jacques, Dave Earl, Steve Mowbray, Murray Kingham, Geoff Brindle, Malcom Jackman, Barry King, Jim Bettridge, Jim Dell, Heather Chandler, Dave McKirdy, Jean Bretherton, Elaine Dunlop, Frank Ward, Richard Bibby, Jerry Payne, Frank Saunders, Greg Hartley, Alan Whitley, Peter Patton, Neil Catley, Michael Miller, Bob Young, Jan Wills, Richard Blackmore, Joseph Sweeney, Paul Murray, George Randall, Bob McKenzie, Peter Marten, Marlene Marten, Yvonne Ohlson, Bob Ohlson, Bernie Duff, Beth Duff, David Synnott, Karl Moen, Paddy Long, Des Sanson, Ken Smith, Chris Farrow, Gary Rzepecky. Moved the apologies be accepted Frank Lewis seconded Sandy Watson – carried.

Minutes of the Previous Meeting: 24 September 2022 moved be accepted by Alan Padgett seconded Sandy Watson – carried.

Matters Arising: Was a review of the regional representatives done. Secretary Frank Lewis said he had contacted all regions.

Presidents Report: Gary Houghton presented his report. (Attached). A small discussion re Veterans Affairs took place. Moved report be accepted by President seconded Dale Leggett.

Financial Report: Sandy Watson presented the audited financial report. See separate report. Sandy thanked Barry King for his work. Moved by Sandy Watson seconded by Frank Rands – carried.

Correspondence: Frank Lewis commented on the letter asking when the review of the Burial can be expected. Reply said nothing had been done at this stage and will not happen until later this year.

Reunion Report: Alan Padgett gave a report on what is happening to date with further details to be announced around 31 October 2023. Due to inflation, there are some quite big increases in costs which must be taken into. The reunion committee will meet after this meeting to finalise details.

Wayne Berry inquired about merchandise being available. Gary H stated that polo shirts and anything from previous year will be available. Rod Berry inquired about the band. Will most likely be a DJ. Moved by Alan Padgett be accepted seconded by Dale Leggett – carried.

Election of Officers: The following officers were nominated and accepted.

President – Gary Houghton

Vice President – Dave Wistrand

Secretary – Frank Lewis

Treasurer – Sandy Watson

Committee – Alan Padgett

Greg Hanson

Dale Leggett

Jeff Brown

The above were elected unopposed.

Communicator of the Year: Greg Hanson stated that the Navy are no further ahead in sorting out the winner. Jim Blackburn gave a brief history on the award which started in 1967. It was suggested by Frank Rands that we send a letter to the Comms personal still in the navy for their support. Discussion was held whether we should continue awarding the trophy as the communicators these days are totally different from our day. It was decided an email will be sent to all members and a vote will be taken whether to continue or take the trophy back. A letter also to be sent to CNS letting him know our concerns. If we take it back it was suggested by Jim Blackburn that it be presented to the navy museum.

Other Business:

1. Rod Berry asked about the progress on the proposal to have Irirangi made a site of historical value. Frank has not done anything for quite a while. It was decided that we go ahead and do it ourselves. Frank agreed and will get back onto the project. It will be discussed at a committee meeting. Rod proposed that we continue looking at the project with the committee taking responsibility. Frank noted that Heritage NZ had made it a place of historical importance and allocated it a site number. Seconded Barry Jordan – carried.
2. Sandy Watson brought up about how the future reunions will be run. The time has come for us to talk about the future. It may have to be changed to a 1 day/night reunion. Rod Berry inquired what the cutoff numbers were for this reunion. Some figures were splashed around it nothing has been decided. Perhaps regional reunions could be looked at. It was suggested that we get a feeling from the members on the future of reunions.
3. SEAVA – it was asked what further is happening. Frank Rands said that RNZRSA are taking a good look at a review of the Veterans Support Act 2014. Gary reported on what is happening re RNZRSA. Frank gave details on what the SEAVA are proposing re service in SE Asia. Dave W is going to a RNZRSA meeting at Russell so will make enquiries.
4. A short debate took place on the state of defence today.

Meeting closed 1217

Signed:

Gary Houghton, President

Dated:

2024 Association Financial Statements

**RNZN Communicator's Association
For the year ended 30 June 2024**

Prepared by B.J. King / Tax @ Your Service Ltd

Contents

- 3 Reviewer's Report
- 5 Statement of Financial Performance
- 6 Statement of Financial Position
- 7 Statement of Cash Flows

Reviewer's Report

RNZN Communicator's Association For the year ended 30 June 2024

Report to the Members:

I was appointed Reviewer of the RNZN COMMS ASSOCIATION for the year ended 30th June 2024. My relationship is solely that of Reviewer and I have no other interest in the group other than as a retired member of the RNZN and an Associated Member.

In compliance with the constitution I have examined the books and accounts of the RNZN COMMS ASSN for the year ended 30th June 2024.

I have received all the information and explanations I required. Sufficient evidence was obtained to give reasonable assurance that the Financial Statements are free from material misstatements, whether caused by fraud or error. In common with other organisations of this nature, control of income prior to it being recorded is limited and there are no practical audit or review procedures to determine the effect of this limited control.

The review included the examination, on a test basis, of evidence relevant to the amounts and disclosures in the Financial Statements. It also included assessing whether:

- The accounting policies were appropriate to the association's circumstances.
- They were consistently applied and adequately disclosed.

I am of the opinion that proper records have been maintained and that association has managed a satisfactory system of control over its transactions.

Resulting from the afore mentioned review, in my opinion:

- The Financial Statements comply with generally accepted accounting policies for an organisation of this type.
- The Financial Statements give a true and fair view of the state of affairs of Organization as at balance date.

Further, I compliment the Treasurer on her very high standard of bookkeeping, financial transaction recording and presentation of the accounts during the difficult financial year (change of banks etc).

Barry King



Accountant, Fellow of the Accountants & Tax Agents' Institute of NZ

Honorary Reviewer Review Completed: 5th July 2024

Statement of Financial Performance

RNZN Communicator's Association
For the year ended 30 June 2024

	NOTES	2024	2023
Income/Revenue			
Association Membership		50	25
Interest Income		564	98
Reunion Registration Income		10,801	-
Total Income/Revenue		11,415	123
Less Expenses			
Comms Badges & Polo Shirts & Uniforms		218	58
Computer - Accounting Software & Zoom		342	529
General Expenses		50	45
Printing, Postage & Stationery		28	-
Reunion Expenses		4,119	2,870
Subscriptions		58	58
Trophy Expenses		561	-
Website Expenses		-	576
Withholding Tax Deducted from Interest		-	13
Reunion Registration Refunds		-	190
Total Expenses		5,376	4,338
Net Income/(Expenditure)		6,040	(4,214)

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

RNZN Communicator's Association

As at 30 June 2024

	NOTES	30 JUN 2024	30 JUN 2023
Assets			
Current Assets			
Bank accounts and cash			
Bank and cash/(bank overdraft)			
Kiwibank Everyday Account		7,134	7,558
Kiwibank Reunion Account		11,972	5,508
Total Bank and cash/(bank overdraft)		19,106	13,066
Total Bank accounts and cash		19,106	13,066
Inventories			
Badges and Memorabilia Stock		105	105
Total Inventories		105	105
Total Current Assets		19,211	13,171
Non-Current Assets			
Investments			
Term deposits			
Kiwibank Term Deposit		12,000	12,000
Total Term deposits		12,000	12,000
Total Investments		12,000	12,000
Total Non-Current Assets		12,000	12,000
Total Assets		31,211	25,171
Total Assets less Total Liabilities (Net Assets)		31,211	25,171
Members Accumulated Funds			
Accumulated surpluses or (deficits)			
Retained earnings/Accumulated funds		25,171	29,386
Current year earnings		6,040	(4,214)
Total Accumulated surpluses or (deficits)		31,211	25,171
Total Members Accumulated Funds		31,211	25,171

Note: Term Deposit is invested with Kiwibank at an interest rate of 5.25% paid annually.

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

Statement of Cash Flows

RNZN Communicator's Association
For the year ended 30 June 2024

	2024	2023
Operating Activities		
Receipts from customers/members	10,851	25
Payments to suppliers and employees	(5,376)	(3,762)
Investment revenue received	564	98
Cash payments from other operating activities	-	(576)
Net Cash Flows from Operating Activities	6,040	(4,214)
Investing Activities		
Payment for investments	-	(12,000)
Net Cash Flows from Investing Activities	-	(12,000)
Net Cash Flows	6,040	(16,214)
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	13,066	29,281
Net change in cash for period	6,040	(16,214)
Cash and cash equivalents at end of period	19,106	13,066

Account Transactions

RNZN Communicator's Association

For the period 1 July 2023 to 30 June 2024

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
Association Membership								
11 Dec 2023	Receive Money	Cundy V		-	25.00	25.00	25.00	-
11 Dec 2023	Receive Money	Davis R		-	25.00	50.00	25.00	-
Total Association Membership				-	50.00	50.00	50.00	-
Comms Badges & Polo Shirts & Uniforms								
27 May 2024	Spend Money	G Houghton - refunding incorrect deposit to Gary for the reunion clothing		218.26	-	218.26	218.26	-
Total Comms Badges & Polo Shirts & Uniforms				218.26	-	218.26	218.26	-
Computer - Accounting Software & Zoom								
1 Jul 2023	Spend Money	Tax @ Your Service Ltd - Xero fee adjustment		1.16	-	1.16	1.16	-
6 Jul 2023	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	7.49	6.33	-
6 Aug 2023	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	13.82	6.33	-
6 Sept 2023	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	20.15	6.33	-
6 Oct 2023	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	26.48	6.33	-
6 Nov 2023	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	32.81	6.33	-
6 Dec 2023	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	39.14	6.33	-
6 Jan 2024	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	45.47	6.33	-
6 Feb 2024	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	51.80	6.33	-
20 Feb 2024	Spend Money	G D HOUGHTON - Annual Zoom Fee		229.90	-	281.70	229.90	-
6 Mar 2024	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		6.33	-	288.03	6.33	-
12 Mar 2024	Spend Money	Frank Rands		29.99	-	318.02	29.99	-
22 Mar 2024	Spend Money	Tax @ Your Service Ltd - Xero increase monthly rate		1.15	-	319.17	1.15	-
6 Apr 2024	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		7.48	-	326.65	7.48	-
6 May 2024	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		7.48	-	334.13	7.48	-

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
6 Jun 2024	Spend Money	Tax @ Your Service Ltd - Monthly Xero fees		7.48	-	341.61	7.48	-
Total Computer - Accounting Software & Zoom				341.61	-	341.61	341.61	-
General Expenses								
8 Aug 2023	Spend Money	S B Watson - Gift Voucher for Reviewer 2023 Accounts		50.00	-	50.00	50.00	-
Total General Expenses				50.00	-	50.00	50.00	-
Interest Income								
31 Jan 2024	Receive Money	Kiwibank Term Deposit - Ex KB Term Deposit		-	563.85	563.85	563.85	-
Total Interest Income				-	563.85	563.85	563.85	-
Printing, Postage & Stationery								
20 Sept 2023	Spend Money	S B Watson - Photocopying Reimbursement		28.00	-	28.00	28.00	-
Total Printing, Postage & Stationery				28.00	-	28.00	28.00	-
Reunion Expenses								
25 Nov 2023	Spend Money	Seismic Events - Deposit to Seismic Events		100.00	-	100.00	100.00	-
28 Nov 2023	Spend Money	G D HOUGHTON - Reimburse GH Expenses re visit to inspect facilities etc		215.00	-	315.00	215.00	-
10 Apr 2024	Spend Money	Ngamoutu Hotels Ltd - Hotel Reunion		3,494.00	-	3,809.00	3,494.00	-
18 Jun 2024	Spend Money	C W Withers Ltd - Deposit to C Withers of bus transport for reunion in New Plymouth		310.00	-	4,119.00	310.00	-
Total Reunion Expenses				4,119.00	-	4,119.00	4,119.00	-
Reunion Registration Income								
11 Dec 2023	Receive Money	Edwards M		-	128.00	128.00	128.00	-
23 Dec 2023	Receive Money	D/C FROM LEWIS F T		-	298.00	426.00	298.00	-
29 Dec 2023	Receive Money	S B Watson		-	147.00	573.00	147.00	-
6 Jan 2024	Receive Money	D/C FROM Nash M C & Read		-	189.00	762.00	189.00	-
9 Jan 2024	Receive Money	R M BERRY AN D Berry		-	50.00	812.00	50.00	-
9 Jan 2024	Receive Money	D/C FROM F & L A RANDS		-	299.00	1,111.00	299.00	-
9 Jan 2024	Receive Money	W Berry		-	50.00	1,161.00	50.00	-

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
17 Jan 2024	Receive Money	Edwards M		-	100.00	1,261.00	100.00	-
28 Jan 2024	Receive Money	Padget		-	378.00	1,639.00	378.00	-
11 Feb 2024	Receive Money	Ainsworth J		-	97.00	1,736.00	97.00	-
15 Feb 2024	Receive Money	AINSWORTH MRS T B		-	25.00	1,761.00	25.00	-
22 Feb 2024	Receive Money	D/C FROM KINGHAM M D		-	298.00	2,059.00	298.00	-
24 Feb 2024	Receive Money	D/C FROM BLACKBURN JF		-	122.00	2,181.00	122.00	-
24 Feb 2024	Receive Money	D/C FROM WORTHINGTON		-	358.00	2,539.00	358.00	-
24 Feb 2024	Receive Money	Sweeney JCK		-	150.00	2,689.00	150.00	-
26 Feb 2024	Receive Money	Long PF		-	149.00	2,838.00	149.00	-
28 Feb 2024	Receive Money	Campbell P J		-	189.00	3,027.00	189.00	-
2 Mar 2024	Receive Money	Unknown - Direct Credit Reunion 2024Wills K104567 MRS J A WILLS ;Ref: Reunion 2024Wills K104567 MRS J A WILLS		-	298.00	3,325.00	298.00	-
3 Mar 2024	Receive Money	Unknown - Direct Credit Fogden A22287 FOGDEN M A & SM ;Ref: Fogden A22287 FOGDEN M A & SM		-	378.00	3,703.00	378.00	-
6 Mar 2024	Receive Money	Unknown - CASH DEPOSIT ;Des Sanson 17993		-	25.00	3,728.00	25.00	-
6 Mar 2024	Receive Money	Unknown - Direct Credit Edwards M18940 MR A R EDWARDS AND ;Ref: Edwards M18940 MR A R EDWARDS AND		-	100.00	3,828.00	100.00	-
15 Mar 2024	Receive Money	Unknown - CASH DEPOSIT ;Des 17993 FRI SAT SUN		-	125.00	3,953.00	125.00	-
18 Mar 2024	Receive Money	Unknown - Direct Credit Overton P19885 MRS A OVERTON AND ;Ref: Overton P19885 MRS A OVERTON AND		-	348.00	4,301.00	348.00	-
22 Mar 2024	Receive Money	Unknown - Bill Payment REUNION REGBOND CA Q19794 BOND MR C A & MRS J ;Ref: REUNION REGBOND CA Q19794 BOND MR C A & MRS J		-	50.00	4,351.00	50.00	-
22 Mar 2024	Spend Money	Unknown - PAY A Overton ;refund o /pay overpayment Overton		190.00	-	4,161.00	(190.00)	-
25 Mar 2024	Receive Money	Unknown - Direct Credit Tunui&JulieWano B21529 Wano J A ;Ref: Tunui&JulieWano B21529 Wano J A		-	300.00	4,461.00	300.00	-
25 Mar 2024	Receive Money	Unknown - Direct Credit Reunion Catley A16192 MR N G CATLEY AND ;Ref: Reunion Catley A16192 MR N G CATLEY AND		-	50.00	4,511.00	50.00	-
26 Mar 2024	Receive Money	Unknown - Direct Credit OhlsonK28805 Ohlson Y J ;Ref: OhlsonK28805 Ohlson Y J		-	189.00	4,700.00	189.00	-
26 Mar 2024	Receive Money	Unknown - Direct Credit RNZNCA Bullock John MR J H BULLOCK ;Ref: RNZNCA Bullock John MR J H BULLOCK		-	351.00	5,051.00	351.00	-
26 Mar 2024	Receive Money	Unknown - CASH DEPOSIT ;Sakeith T18187		-	149.00	5,200.00	149.00	-
27 Mar 2024	Receive Money	Unknown - FROM J H GRAHAM ;Judi Graham REUNION OCT 24		-	189.00	5,389.00	189.00	-

Account Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
27 Mar 2024	Receive Money	Unknown - Direct Credit W19915 fri sat sun & bus x 2 SULLIVAN PK ;Ref: W19915 fri sat sun & bus x 2 SULLIVAN PK		-	378.00	5,767.00	378.00	-
29 Mar 2024	Receive Money	Unknown - TRANSFER FROM D E & M J WISTRAND - 00 ;Wistrand M17629 Reunion		-	289.00	6,056.00	289.00	-
30 Mar 2024	Receive Money	Unknown - Direct Credit Miller 18690 Miller H D & B ;Ref: Miller 18690 Miller H D & B		-	348.00	6,404.00	348.00	-
30 Mar 2024	Receive Money	Unknown - FROM A G & V A RANDELL ;G RANDELL D20220 Reunion 2024		-	324.00	6,728.00	324.00	-
31 Mar 2024	Receive Money	Unknown - Direct Credit Hayward C F R ;		-	189.00	6,917.00	189.00	-
2 Apr 2024	Receive Money	Unknown - Direct Credit Rzepecky P20230 Rzepecky A ;Ref: Rzepecky P20230 Rzepecky A		-	97.00	7,014.00	97.00	-
2 Apr 2024	Receive Money	Unknown - Direct Credit V20167 C Hayward Hayward C F R ;Ref: V20167 C Hayward Hayward C F R		-	189.00	7,203.00	189.00	-
3 Apr 2024	Receive Money	Unknown - Bill Payment B Jordan H18936 JORDAN BJ ;Ref: B Jordan H18936 JORDAN BJ		-	189.00	7,392.00	189.00	-
4 Apr 2024	Receive Money	Unknown - Direct Credit Catlow NZ15983 Catlow M J ;Ref: Catlow NZ15983 Catlow M J		-	299.00	7,691.00	299.00	-
4 Apr 2024	Receive Money	Unknown - Bill Payment H18890NewporH18890NewporH18890Newpor TAMATI-NEWPOR ;Ref: H18890NewporH18890NewporH18890Newpor TAMATI-NEWPOR		-	378.00	8,069.00	378.00	-
5 Apr 2024	Receive Money	Unknown - Direct Credit Clews A20470Reunion Clews K A ;Ref: Clews A20470Reunion Clews K A		-	189.00	8,258.00	189.00	-
8 Apr 2024	Receive Money	Unknown - Bill Payment Sheehan T19728 SHEEHAN R I ;Ref: Sheehan T19728 SHEEHAN R I		-	298.00	8,556.00	298.00	-
8 Apr 2024	Receive Money	Unknown - Direct Credit DNB danny Kaye a21988 Kaye Ivitu S N ;Ref: DNB danny Kaye a21988 Kaye Ivitu S N		-	353.00	8,909.00	353.00	-
9 Apr 2024	Receive Money	Unknown - Direct Credit McDonald R18921 MR B G McDONALD AND ;Ref: McDonald R18921 MR B G McDONALD AND		-	348.00	9,257.00	348.00	-
27 Apr 2024	Receive Money	Unknown - Bill Payment REUNION 2024CHRIS FARROWD18242 FARROW MR C R & MRS ;Ref: REUNION 2024CHRIS FARROWD18242 FARROW MR C R & MRS		-	368.00	9,625.00	368.00	-
1 May 2024	Receive Money	P Robb		-	70.00	9,695.00	70.00	-
1 May 2024	Receive Money	P Robb		-	142.00	9,837.00	142.00	-
1 May 2024	Receive Money	P Robb		-	130.00	9,967.00	130.00	-
2 May 2024	Receive Money	P Robb		-	2.00	9,969.00	2.00	-
21 May 2024	Receive Money	P R McLean		-	132.00	10,101.00	132.00	-
21 May 2024	Receive Money	PR McLean		-	201.26	10,302.26	201.26	-

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
21 May 2024	Receive Money	PR McLean		-	17.00	10,319.26	17.00	-
27 May 2024	Receive Money	J R Cambell		-	164.00	10,483.26	164.00	-
30 Jun 2024	Receive Money	Cassin		-	318.00	10,801.26	318.00	-
Total Reunion Registration Income				190.00	10,991.26	10,801.26	10,801.26	-
Subscriptions								
29 Jan 2024	Spend Money	NZRSA - RSA Affiliation		57.50	-	57.50	57.50	-
Total Subscriptions				57.50	-	57.50	57.50	-
Trophy Expenses								
24 May 2024	Spend Money	Badgemakers - being updating and removing and adding a new statuette to the COTY trophy		207.00	-	207.00	207.00	-
24 May 2024	Spend Money	Jim Blackburn - being repayment of purchasing and shipping a new statuette for the COTY trophy		354.18	-	561.18	354.18	-
Total Trophy Expenses				561.18	-	561.18	561.18	-
Total				5,565.55	11,605.11	(6,039.56)	16,790.66	-