



**Unlock Your Potential**



# Annual Report 2023

**Somerville Community House Incorporated**

Registration Number: A0040276V

The Annie Sage Community Centre  
2/21 Worwong Avenue, Somerville, 3912



## **Acknowledgement of Country**

We acknowledge the traditional custodians of the land on which we gather and proudly pay our respects to the Bunurong people of the Kulin Nations. That respect extends to their Elders past, present, emerging and to all Aboriginal and Torres Strait Islander people.



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## Our Vision

The Somerville Community House aims to bring people together to connect, learn and contribute to the local community, through social, educational, recreational, and supportive activities using a unique community development approach.

## Our Mission

Provide a welcoming space which is inclusive for all members of our community, to facilitate a sharing of skills and experiences and engender a sense of belonging.

## Our Values

ACCESSIBLE  
RESPONSIVE  
FRIENDLY  
TRUSTING  
WELCOMING  
CARING  
RESPECTFUL  
SUPPORTIVE  
INCLUSIVE

## Address

SOMERVILLE COMMUNITY HOUSE INCORPORATED  
2/21 Worwong Avenue Somerville Vic 3912  
PO Box 579 Somerville Vic 3912  
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Email: [info@somervillecommunityhouse.com.au](mailto:info@somervillecommunityhouse.com.au)  
Website: [www.somervillecommunityhouse.com.au](http://www.somervillecommunityhouse.com.au)  
Facebook: [www.facebook/somervillecommunityhouse](http://www.facebook/somervillecommunityhouse)

ABN: 47 673 738 558  
Incorporation Reg No: A0040276V

## Where We Are Located

The Somerville Community House Incorporated is located in the Annie Sage Community Centre, in a precinct off the newly named Worwong Avenue, Somerville. Situated on the Mornington Peninsula, Somerville is 55km southeast of Melbourne and is part of Metropolitan Melbourne, in the State of Victoria. The Mornington Peninsula Shire Council consists of 6 wards with Somerville located in the Watson Ward. Kate Roper is the current Shire Councillor representative and the current population is 11,901 (ABS, 2022).

The Somerville Community House Incorporated is an independent not for profit organisation governed by a volunteer Committee of Management and is a member of the Neighborhood House Network. It is supported by Neighbourhood House Victoria and the Community House Network Southern Region associations. Annual funding is provided by the Victorian Department of Families, Fairness & Housing (DFFH), the Mornington Peninsula Shire Council (MPS), whilst additional funding is collected through activities, rentals and by applying for grants relevant to specific projects.

We share the Annie Sage Community Centre with the Department of Child and Family Health (Maternal and Child Health) and the Centre is managed full-time by Kim Fitcher who is supported with a group of volunteers. Maternal and Child Health nurses are available four days a week, as well as hosting a weekly First Parents' group and a monthly childhood immunisation clinic.

Somerville, Mornington Peninsula, Victoria



## Strategic Goals for 2020-2024

<b>1</b>	<b>Increase the level of community participation.</b>	<p>Our participation rates continue to steadily increase with a mean average of 430 participants per term. Post pandemic, we endeavour to offer a wide range of activities, keep costs low, use the building beyond business hours and across the weekend in attempt to attract new people. We find more participants are attending extra activities and bringing along their friends and family. More Community Organisations are seeking us out for workshops, meetings and for social recommendation which is introducing more people to the Centre. We continue to adjust to the challenges of finding and retaining volunteers, tutors and group leaders and keeping our activities interesting, affordable and accessible.</p>
<b>2</b>	<b>Partner with other community organisations, businesses, government &amp; philanthropic organisations to secure appropriate funding and support.</b>	<ul style="list-style-type: none"> <li>• Towards the end of 2022, we partnered with the Tillerkite Preschool to create a Celebration of Community event to mark the name change of the preschool, street and nearby reserve. We continue to build on this relationship and our gardeners recently helped the Preschool children plant seedlings.</li> <li>• We receive a yearly grant from the Mornington Peninsula Shire and were able to secure a Community Grant to purchase a new administrative system to bring us into the digital age.</li> <li>• Our inclusion in the State Government’s Power Bonus Scheme through NHVic &amp; Brotherhood of St Laurence saw us receive an additional \$1,154.00.</li> <li>• We gratefully received \$1000 from Atticus Health enabling us to purchase some shirts and marketing materials to promote our classes.</li> <li>• Somerville Tyabb Rotary Club is a very important supporter who hire the building on a weekly basis for its meetings and functions.</li> <li>• We are fortunate to secure a free space to showcase our classes at the annual Somerville Family Day event held at the Fruitgrowers Reserve.</li> </ul>

## Strategic Goals for 2020-2024 continued

<b>3</b>	<p><b>Identify community needs and aspirations through an annual Community Consultation in conjunction with the Mornington Peninsula Shire as well as in our house.</b></p>	<ul style="list-style-type: none"> <li>• Over the past year, and with support from the MPS, we have been hosting the Hastings Senior Citizens' Club with a place to hold their weekly bingo sessions as their current building is currently uninhabitable. The MPS provides a dedicated weekly community bus to transport this keen group to the Somerville Seniors' Hall.</li> <li>• We have identified the need to provide low-cost casual classes in response to knowing many participants are receiving a supported income. We have also expanded our singing and music programs in response to demand for these types of activities.</li> <li>• We hosted a free workshop on Effective CPR &amp; Defibrillator, Suicide Prevention &amp; currently offer a weekly day and evening Men's Support Group.</li> <li>• We have supported the Somerville Business Group &amp; the Somerville Tyabb Rotary Club to conduct community engagement activities such as the Hastings Electorate Candidates' Forum, info about the Baxter-Tyabb Rail Trail and a visit from the Shadow Minister of Housing to discuss the housing crisis with local real estate agents and community support representatives.</li> </ul>
<b>4</b>	<p><b>Determine appropriate community programs, activities and services in response to needs identified, ensuring that diversity and differences are valued, especially in line with the Shire's Health and Well-being Plan.</b></p>	<ul style="list-style-type: none"> <li>• We provide a selection of low-cost activities in response to discussions with participants and have seen an increase in those seeking re-socialisation and connection to community after the pandemic. We have seen a reduction in individuals' desire to commit to long term arrangements as they re-connect with family, friends and travel.</li> <li>• Our music programs have increased with a monthly Bluegrass group, a weekly Ukulele beginners' class, a fortnightly mixed singing choir, a weekly women's a Capella chorus, an Old Timey music group as well as opportunities for musicians to practise in a community setting.</li> <li>• We support a monthly floral arrangement workshop that led to our first Flower &amp; Garden Show in the Hall and attracted over 80 applicants and 120 visitors.</li> <li>• Weekly card &amp; Mah Jong groups have expanded with Mah Jong now filling 3 tables of 4.</li> <li>• Unfortunately, we have had to suspend our weekly Tai Chi and Yoga classes due to low participation rates. A greater number of local businesses are offering exercise classes at either subsidised or packaged rates and we can't compete.</li> </ul>

## Strategic Goals for 2020-2024 continued

<b>5</b>	<b>Establish a member governance base to diversify and support the Committee of Management.</b>	The Committee of Management continues to work closely with the Manager, the CHN, NHVic and the MPS to keep up to date with the everchanging landscape and ensure compliance on all levels. The Committee and Manager continue to attend personal development & governance workshops arranged by our associations. Our volunteers are members of our governance base and are invited to attend our AGM. The recruitment of new and effective Committee members is on-going, and we include a note on our application form to alert new members to the opportunities available.
<b>6</b>	<b>Evaluate the effectiveness of all aspects of Somerville Community House operations including programs, practice, governance and delivery of quality program/activities and services.</b>	<ul style="list-style-type: none"> <li>During August we held an online evaluation survey and had over 55 responses. This revealed that 75% of our participants attend classes because they have fun with other participants, 66% find the House and the people welcoming, 64% get to learn a new skill.</li> <li>Our participants often tell us that their visits to the House improves their wellbeing and their feeling of connection to community. We have a Positive Feedback and Complaints policy in place with forms prominently displayed.</li> <li>The local community remains keen to engage and connect with others as long as it is simple, low cost and doesn't demand too much of them. However, we continue to see a rise and fall in attendances due to impacts from the recent pandemic, recent illness, recovery times, and an overall demand on individual's time as more get back to mixing with family, friends, travelling and looking after others.</li> </ul>

I joined the walkers when I retired, now I teach Mah Jong, sing in the choir & volunteer in the office. I am happy, keeping busy & making new friends.  
Ruth

I find you are always warm and welcoming!  
Mary Ann

From what I see, the Program is looking fabulous.  
Jo



# Evaluations

Results from our data supplied to the Neighbourhood Houses Victoria Survey during 2022.

**Income** \$162,950  
**Value** \$1,141,211

This figure includes the value of:

Improved quality of life through social connections:  
 \$894,050

Volunteer contributions: \$212,675

Services provided: \$34,486

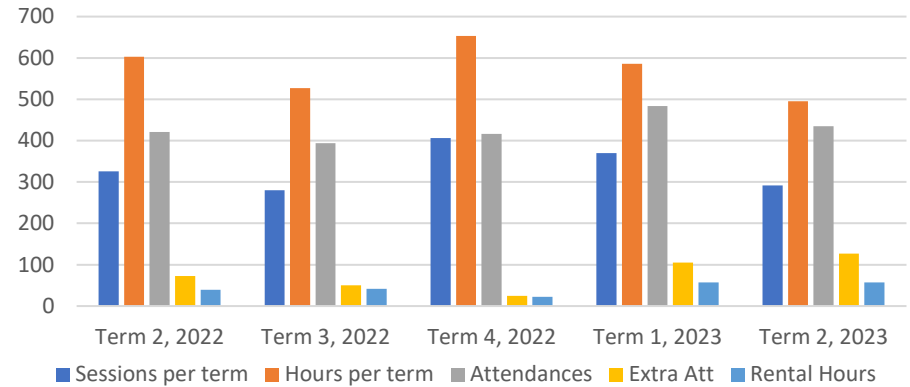
This Community Value equates to:

\$7.00 for every \$1 of income

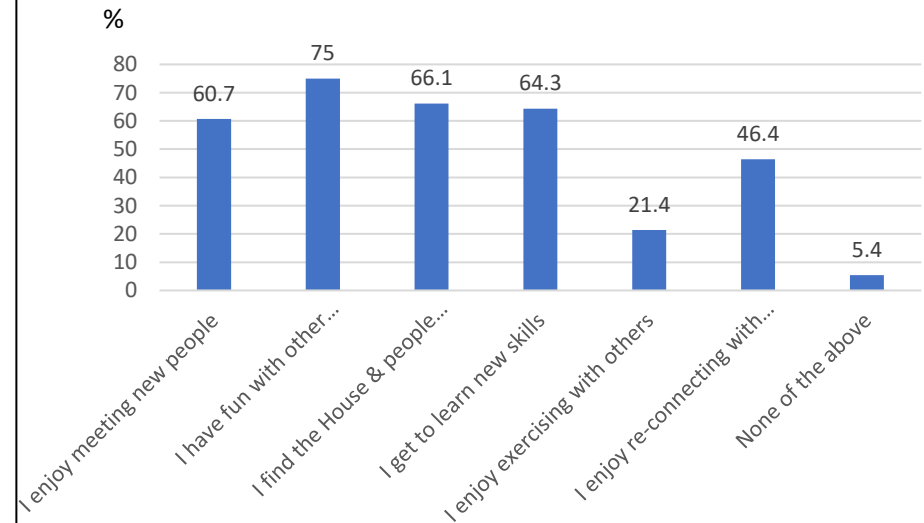
\$12.58 for every \$1 of NHCP funding (DFFH)

Over \$495.32 for every hour the  
 Somerville House is in use.

Attendances and Sessions



Why do you attend classes, activities or volunteer? 30 September 2023





## Volunteers

Lyn Elton-Baker – Office Administration, Kitchen & Cleaning

Judy Watson – Office Administration, Kitchen & Cleaning

Ruth Hallet – Office Administration, Kitchen & Cleaning

Karen Twelftree – Office Administration

Janet Beach – Cleaning and Delivering Brochures

Cheryl Veitch – Taking photographs, making bags & beanies

## Work Experience

Mia Elton-Baker – Westernport Secondary College

Rita Leiva – Chisholm Tafe College



Lyn Elton-Baker, Kim Fitcher & Judy Watson  
in front of the new quilt.



Mia Elton-Baker & Ruth Hallett

A huge **'thank you'** to all our volunteers who give freely of their time. Our Community House participants benefit greatly from your contributions, your time, care and friendship. We simply couldn't offer the wide range of activities without your input and dedication. You further strengthen our community and make the Somerville Community House a safe, vibrant, and happy place to visit and attend.

Kim Fitcher, Manager

## Our Tutors and Group Leaders

Our tutors and group leaders come from a variety of working backgrounds and are skilled and passionate about contributing to their community. Most of our tutors receive a small financial payment for their specialised teaching. All our Group Leaders are volunteers who give of their time freely. We appreciate their dedication and generosity and thank them for their time, for without them we would not be able to provide the quality activities we have at the Somerville Community House.

Tutors/Specialists	GROUPS
Angela Stubbs	Hatha Yoga Night
Kerrie Fortune (MPS)	Supported Playgroup
Jo Ridgeway	Meditation & Yoga
Joy Sparks	Exploration in Art for children
Lisa Connell (MPS)	First Parents' Group
Michele Cleaver	Kids & Tween Acrylic Art
Narelle & Ralph Penny	Rancare – NDIS – Wood Butchers, Community Garden
Noriko Tanaka	Tai Chi
Rosie Kenney	Floral Arranging & our Inaugural Flower & Garden Show
GROUP LEADERS	GROUPS
Ailsa Brough/	Card Game 500
Chris Such - President	Somerville/Tyabb Rotary Club
David Smith	'A Fearless Heart' – Men's Group
Eric van Cuylenburg	Peninsula Voices Choir
Helen Dickson/Jennifer Butler	Book Club
Ian Johnston/Jazz Miller	Bluegrass Music Club
Ian Marshall	Walking for Fitness, Bushwalking & Men's Social Group
Jacky Woodhouse	Literature Lovers & the Community Garden
James Harrison	Southern Celtic/ Ukulele/ Bluegrass Music
Jean Mitchell	Ukulele
Julie Cox	Community Drawing & Painting
Karis Dalton	Australian Breastfeeding Association
Lorraine Bulwyn	Southern Sounds Chorus
Lynette Elton-Baker	Social Sewing & Craft
Merran Rose	Creative Writing
Peter Winter	Walkers & Talkers & Maintenance
Rhonda Fincham	Cryptic Crosswords (Beginners Welcome)
Rose Holmes	Advanced Cryptic Crosswords
Ruth Hallett	Mah Jong
Sandy Keeble	Somerville Stitchers
Sue Kotsiakos	Knitters & Crocheters & the Knitters & Hookers
Steve Begley	Melody Makers
Wendy Ronalds	Meditation Classes

## Our Tutors, Group Leaders and Groups



Maurice – Old Timey Music



Somerville Bluegrass



Mah Jong



Felicity enjoying Floral Fun



Queen's Jubilee Commemorative Event

## Items hand-made for a variety of charities

We have an amazing and talented group of participants who continue to make a wide variety of handmade items for various charities across the year. Below are some of the charities that are supported. We thank all of the participants of the Somerville Knitters & Crocheters, Somerville Stitchers, Social Sewing & Craft, The Knitters & Hookers and especially Sue Kotsiakos, Lyn Elton-Baker, Sandie Keeble, Cheryl Veitch, Mary Fatcher and anyone who has donated yarn, sewing materials and their time to supporting these charities.

Aussie Farmers	The Good Shepherd - Hastings
Baptcare Peninsula View Community	Seaman's Mission - Hastings
Baxter Village Centre	Western Port Community Centre
Frankston Community Centre	
George Vowell Aged Care Home – Mt. Eliza	<b>Hospitals include:</b>
Hastings Ambulance Service	Beleura Oncology Department
Headspace	Frankston Hospital - Oncology Ward
Mornington Community Centre	Mercy Hospital for Women
Northwestern Victoria Farmers	Monash Children's Ward
Somerville Gardens – Aged Care Facility	Rosebud Hospital – Dialysis & Chemo
Peninsula Health - Frankston	The Bays Hospital – Mornington
Pregnancy Assist - Frankston	The Royal Women's Hospital
Rotary Australia – Wheelchairs for Kids	



Cheryl Veitch with beanies she knitted



Beanies for the Seaman's Mission

# Funding, Support & Partners

## **Department of Families, Fairness & Housing (DFFH)**

Thank you for your ongoing support and for providing funding for 25 hours of Neighbourhood house Coordination per week.

## **Mornington Peninsula Shire Council (MPS)**

Thank you to the MPS officers, especially Tricia Folvig, Rebecca Levy, Toby Laverick & Leanne Farnsworth and for the MPS providing operational support of \$20,000 per annum, the provision of a building, facility maintenance & access to additional community grants.

## **Community House Network Southern Region (CHN)**

Thank you to the Networkers, Cath Darcy and Wendy Hiam for providing ongoing support to the Manager, the Committee of Management, professional development & networking opportunities.

## **Neighbourhood Houses Victoria (NHVic)**

Thank you to the team at NHVic for providing ongoing support, direction, professional development, overseeing the Power Saver Bonus system and for providing an amazing Conference at San Remo in 2023.

## **Community Houses Mornington Peninsula (CHAMPS)**

Thank you to the other 12 Neighbourhood House Managers for your ongoing collaboration and support.

## **Maternal and Child Health (MCH)**

Thank you to the management team and especially the nurses who work in the Annie Sage Community Centre for your professionalism, communication and support.

## **Somerville Tyabb Rotary Club**

Thank you for your ongoing support and collaboration.

## **Somerville Family Day Committee**

Thank you for providing an opportunity for us to attend the Somerville Family Day and showcase our music programs.

## **Somerville Senior Citizens**

Thank you for your ongoing support and collaboration.

## **Somerville & the Western Port (Hastings) Secondary School**

Thank you for your ongoing support, collaboration and we enjoyed hosting a student for work experience.

## **Atticus Health Medical Clinic**

Thank you to Floyd, Brett and the team for your ongoing support and generous donation of \$1000.

## **Community Bank Hastings & District - Bendigo Bank**

Thank you all for your support.

## **Peninsula Community Legal Service – Street Law Coffee**

Thank you for attending our site and providing free Legal Advice & Coffee for anyone who needs it.

## **St Andrews Anglican Church – Somerville**

Thank you for your ongoing support and helping out when asked.

## **Tillerkite Pre-school**

Thank you for all your support and collaborating with us for our Celebrating Community event.

## **OBriens Real Estate – Somerville**

Thank you for providing free advertising signs when requested.

# Minutes of Previous AGM 2022



## Somerville Community House Incorporated

Incorporation Reg No A0040276V ABN 47 673 738 558

Annie Sage Community Centre

2/21 Worwong Avenue, Somerville 3912

Postal Address PO Box 579 Somerville 3912

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[info@somervillecommunityhouse.com.au](mailto:info@somervillecommunityhouse.com.au)

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

## Minutes of Annual General Meeting 12 October, 2022, at 2 pm

**1. Welcome:** Dick Cox opened the meeting and welcomed everyone, with a special welcome to guests, Cr. Anthony Marsh, Mayor of Mornington Peninsula Shire Council (MPSC), Cr. Lisa Dixon, Deputy Mayor of MPSC, Leanne Farnsworth, MPSC, and Chrissy Kouvaras, Somerville Family Day.

**Present:** Dick Cox, Ian Marshall, Francis Burns, Rhonda Fincham, Jacky Woodhouse, Richard Booth, Michael Sheehan, Kim Fitcher, Lynda Tredwell, Cr. Anthony Marsh, Cr. Lisa Dixon, Leanne Farnsworth and Chrissy Kouvaras.

**2. Apologies:** Zoe McKenzie, MP for Flinders, Toby Laverick, MPSC, Tricia Folvig, MPSC Cath Darcy, Neighbourhood Houses (NH Vic), Wendy Hiam (NH Vic), Peter Winter.

**3. Minutes of Annual General Meeting held 25 November, 2021,** have been circulated to all members. If no corrections they will be received as true records. No corrections deemed necessary.

**Accepted by:** Frances Burns

**Seconded by:** Ian Marshall

### 4. Chairperson's Report:

Dick spoke of the challenging time faced by our Manager, Kim Fitcher, during the year with the Covid-19 restrictions and it being a worrying time for all. Rhonda, who stood down as Secretary last year, but remains on the Committee, was given a tremendous 'thank you' for her many years as Secretary.. Rob Clarke resigned from the Committee and was thanked for all his work. Richard Booth was welcomed into the Committee after being a Community House participant for a few months. Dick also thanked the many volunteers without whom our Community House could not function.

For safety during the year, some Committee meetings were held via zoom. Hepa Air Filters were purchased for a safe environment within the House. The sound-proofing and privacy curtains have been a great success.

During lockdown periods, little progress was made re. meetings with the Shire Council, Senior Citizens and other groups. Recently, progress has been made with contacts re-established and expansion of our programs using the Senior Citizens' Hall.

The 'Beautifying Somerville'/bike trail projects were slowed down during the year but Dick hopes they will gain momentum soon.

The Community House was fortunate enough to receive a Federal Grant to plant trees as part of the Queen's Platinum Jubilee Commemoration and this is an ongoing project, together with the gardening group who greatly enhance our community house.

Dick concluded his report with saying how proud he is to be part of the Somerville Community House - bringing together people, community organisations, government, businesses and philanthropic organisations to achieve and support community strengthening ideas that sit behind the whole Community House philosophy.

Dick's full written report is tabled in the Annual Report of 2022.

**Accepted by:** Jacky Woodhouse

**Seconded by:** Mike Sheehan



# Minutes Of Previous AGM

## 5. Manager's Report:

Kim commenced her report with respectfully acknowledging the Bunurong people as the traditional custodians of the land on which SCH meets, paying respects to elders past, present and emerging, and extending that respect to all Aboriginal and Torres Strait Islander people.

It was Kim's pleasure to present her sixth Annual Report as Manager of SCH. Kim was pleased to state that SCH re-opened on 1 November, 2021, with some Covid restrictions, keeping people connected with online communications, pick-ups of books and yarns as well as outside activities such as gardening, walking etc. A psychologist was able to see clients face to face with Covid safety requirements. SCH continues to adapt to Covid safe challenges as do the nursing staff who operate within our building.

Improvements to SCH include seven Solar Panels installed on the roof, supplied by MPSC following an energy audit. Four Air Filters were purchased to improve air quality. SCH continues to provide hand sanitiser and face masks as required. The Seniors' Hall provides a bigger space for Music, Singing and Cooking groups with more developments to come. Kim collaborates with the 12 other Mornington Peninsula Community House Managers. This year, Neighbourhood House Week was celebrated by sharing resources provided by MPSC to weave hundreds of stars supporting the Billion Star Project which promotes prevention of all forms of violence.

New interests have expanded into SCH, such as Floral Arranging, Photography, Mah Jong, the Card Game 500, a Ukulele class and a music group. We hosted a Christmas Lunch for 70 participants with entertainment by the Southern Sounds Chorus.

The Knitting and Crocheting groups, produced hand-crafted items for charities as do our Somerville Stitches group. Lyn Elton-Baker was instrumental in the production of a beautiful new patchwork quilt hanging in our centre.

Following the securing of a \$10,000 grant from the Federal Government to commemorate The Platinum Jubilee of Queen Elizabeth II, we were able to hold a special event to plant the first tree of a variety of native and heritage fruiting trees in our grounds. A dedicated Plaque was also unveiled at the special event which was well attended.

To mark the name changes of the precinct and road, a Community Event was arranged between SCH, Tillerkite Pre-school and the Seniors, involving all three centres. This was a great success which will be repeated next year.

Kim wished to thank all the Committee Members for their ongoing support throughout the year. She also thanked the Tutors, Group Leaders and Volunteers with a special mention of Lyn Elton-Baker and Judith Watson.

In closing, Kim thanked all the participants of SCH for their support, given in so many ways – attending classes, special events, supporting raffles, donating fabric, yarns or books, spreading the word and sharing with our community which makes Somerville Community House the success story it is.

Kim's written report is tabled in the Annual Report of 2022.

**Accepted by:** Ian Marshall

**Seconded by:** Mike Sheehan

## 6. Treasurer's Report & Appointment of Auditor

"I have pleasure in presenting the audited Annual Financial Reports for Somerville Community House Inc. for the financial year ended 30 June 2022.

The Profit & Loss Statement shows the following financial outcomes:

Current Year Surplus/(Loss)	\$ 29146
Income Received	\$162950
Expenditure	\$133805

# Minutes Of Previous AGM

The Balance Sheet shows Cash at Bank and Fixed Deposits as follows:-

Cash at Bank	\$ 38512
Term Deposit/Investment	\$169219
Total Cash Assets	\$207731

The financials reflect a surplus for the 2021/2022 financial year. After two years of the Covid pandemic, we are now back in full swing. Our surplus has been due, in part, to grants being received from the Federal and State Governments and the Mornington Peninsula Shire. We were quite thrilled to receive \$10000 from Australian Government's Trees for the Queen's Platinum Jubilee.

Other grants were received from the Mornington Peninsula Shire, Department of Jobs, Precincts and Regions, Department of Family, Fairness and Housing and others, amounting to \$145844. We are extremely grateful for all grants received.

We also wish to thank our auditor, Glen McClelland, for auditing the accounts.

I am confident that the Somerville Community House is in an excellent position to continue to prosper and grow within the community.

I am pleased to move my report."

The appointment of Glen McClelland as Auditor to be discussed at an extraordinary meeting.

**Accepted by:** Jacky Woodhouse      **Seconded by:** Richard Booth

Full financial reports are tabled in the Annual Report of 2022.

## 7. Acceptance of Annual Report 2021

The Annual Report of 2021

**Accepted by:** Frances Burns      **Seconded by:** Ian Marshall

## 8. Election of new Committee of Management

Chrissy Kouvaras accepted the invitation to conduct the election.

The results are:

Chairperson	Dick Cox
Vice Chairperson	Ian Marshall
Secretary/Public Officer	Lynda Tredwell
Treasurer	Frances Burns
General Committee Members	Rhonda Fincham, Jacky Woodhouse, Mike Sheehan, Peter Winter, Richard Booth

## 9. Chairperson Dick Cox thanked Chrissy Kouvaras for officiating, welcomed in the new Committee and thanked all for accepting the roles.

Meeting closed at 2.25pm.

# Annual Report from the Chair 2022/2023

This year has been mainly one of consolidation, settling down after what seemed years of forced disruption and planning for the future. We are indeed thankful for the volunteers coming back on board without whom the Somerville Community House could not function.



The Committee has set a four-year Strategic Plan in place as it is responsible for the policy and direction of all activities, the conduct of all activities in line with all relevant government regulations, guidelines and standards, and the financial management of all monies both in and out of the House.

The Plan directs the Committee to:-

- Increase the level of community participation.
- Partner with other community organisations, businesses, government & philanthropic organisations to secure appropriate funding and support.
- Identify community needs and aspirations through an annual Community Consultation in conjunction with the Mornington Peninsula Shire as well as in our house.
- Determine appropriate community programs, activities and services in response to needs identified, ensuring that diversity and differences are valued, especially in line with the Shire's Health and Well-being Plan
- Establish a member governance base to diversify and support the Committee of Management.
- Evaluate the effectiveness of all aspects of Somerville Community House operations including programs, practice, governance and delivery of quality program/activities and services.

We have secured a licence through the MP Shire to use the Senior Citizens' Hall on a more frequent basis. It is a great space for the increasingly popular music and singing based groups that we host. We have been able to provide a space for the Hastings Senior Citizens' programs as they await their own building in Hastings to be made habitable.

The Federal Queen's Jubilee Grant got off to a great start on the 16<sup>th</sup> September with the planting of the first tree and unveiling of the Commemoration Plaque by our Federal member Zoe McKenzie. Obtaining a landscape professional to complete the proposal by November 2023 has been a challenge but we are now on track.

The management of the increasing number of programs within the House and the required attention to the needs of governing organisations' plans, has required the Committee to look at increasing the paid staff of Somerville Community House in the near future.

I am proud to be a part of the Committee, looking forward never losing sight of the fact that the Somerville Community House and the vital role it plays in bringing together local people, community organisations, government, businesses and philanthropic organisations working together to achieve and support community-strengthening ideas that sit behind the whole Community House philosophy.

Captain Dick Cox OAM  
Chair Somerville Community House

# Manager's Report 2023

I welcome you to my seventh report as Manager of the Somerville Community House. Reflecting back, to the middle of 2022, I am reminded of the impacts of the Covid 19 pandemic which continue to challenge us today. Our community is still nervous about engaging with new people and it has become increasingly challenging to find new volunteers and tutors who are prepared and can afford to work in a community space.



We continue to work with our community and utilise current resources to provide a variety of low-cost fun activities for all ages. We were relieved and thrilled to secure access to more space next door at the Seniors' Hall through a licence with the Mornington Peninsula Shire and continue to slowly expand on our program while we navigate the challenges of an ageing building.

Last September, we respectfully honoured The Queen's passing with a Commemorative Event and planted the first tree of our Jubilee Garden. The Queen's project to expand the global tree canopy has continued and we are excited that Tim Stevens, an experienced landscaper, has begun work on the main foundations of the new garden to be completed in the coming weeks.

In the preceding months before October, I met and collaborated with the Tillerkite Preschool staff to hold a Community Celebration event. We had over a hundred locals turn out to celebrate the name changes of the Preschool, the road and nearby reserve and participate in a range of activities on the day. We also unveiled our new patchwork wall hanging made by Lyn Elton-Baker and the ladies from the Somerville Stitchers group.

In early December, we held our ever-popular annual Christmas lunch, which has increased to 75 attendees who all sat down to a three-course lunch and were entertained by our own, new Peninsula Voices. Led by the talented Eric van Cuylenburg, this group has now expanded into a confident choir of more than 35 members which meet fortnightly.

Our Somerville Bluegrass group meet once a month in the Seniors' Hall with numbers swelling to over 40 musicians all joining in with a big 'jamming' session. We now have a weekly beginner's ukulele class which has slowly increased to 17 participants, host a weekly women's a 'Capella chorus group with all groups performing for the upcoming Seniors' Festival this October.

Our knitting, crocheting and sewing groups have continued to produce beautiful hand-crafted items for the many charities across the Mornington Peninsula and beyond. Our walking groups now walk up to six times a week and meet back at the House to share a cup of tea and chat. Our children's after-school art classes, as well as our adult painting and drawing are continuing to attract like-minded individuals who are producing stunning results.

Back in March we held our Inaugural Flower and Garden Show and were delighted that we had over eighty entries and over 120 visitors. Our Community Gardeners continue to meet three times a week and work collaboratively to grow herbs, vegetables and flowers that they share amongst the group.

I want to thank the Managers of the other 12 Neighbourhood Houses on the Mornington Peninsula, Neighbourhood Houses Victoria staff, the Community House Network workers, Wendy Hiam and Cath

Darcy, for keeping me informed of industry changes, sharing knowledge, resources and supporting me. Earlier this year, I attended my first Neighbourhood House Conference at San Remo and met up with hundreds of other House Managers, their committees, and staff. It was most inspiring.

I want to thank our funding bodies, the Mornington Peninsula Shire Council for their ongoing financial and maintenance support as well as the Department of Family, Fairness and Housing. Special thanks also to Atticus Health Medical Clinic for their collaboration, a visit by one of their doctors to discuss adult immunisation and their kind donation towards T-shirts and signage.

I wish to thank all the members of the Committee of Management for their ongoing support throughout the year. I appreciate your willingness to find solutions to the many challenges that come when working with the Community. Thank you to all our passionate Tutors, Group Leaders and all of our Volunteers who are the tapestry of the Somerville Community House. Thank you especially to Lyn Elton-Baker, Judy Watson and Ruth Hallett for all your support both in and out of the office throughout the year. Thank you also to Rosie Kenney for all your support and help with our successful Inaugural Flower and Garden Show. I look forward to the next Show.

Thank you to all of our participants for continuing to support the House in so many ways by attending classes, special events, supporting raffles, donating fabric, yarns or books, spreading the word to your neighbours, friends and family. The Somerville Community House is, in my mind, a friendly, happy and safe place to work and a lovely place to form special connections to our wider community.

I look forward to the year ahead and sharing many more happy memories with you all.

With gratitude  
Kim Fitcher  
Manager

# Treasurer's Report

TREASURER'S REPORT, SOMERVILLE COMMUNITY HOUSE INCORPORATED

ANNUAL GENERAL MEETING – 21 SEPTEMBER 2023

I have pleasure in presenting the audited Annual Financial Reports for Somerville Community House Inc. for the financial year ended 30 June 2023.

The Profit & Loss Statement shows the following financial outcomes:

<b>Current Year Surplus/(Loss)</b>	<b>\$ (4298)</b>
<b>Income Received</b>	<b>\$147272</b>
<b>Expenditure</b>	<b>\$151570</b>

The Balance Sheet shows Cash at Bank and Fixed Deposits as follows:

<b>Cash at Bank</b>	<b>\$ 3621</b>
<b>Term Deposit/Investment</b>	<b>\$192928</b>
<b>Total Cash Assets</b>	<b>\$196549</b>

The financials reflect a loss for the 2022/2023 financial year of \$4298. There is one main reason for this loss. Back in May 2020, we were obligated to register for GST. The on-going cost of this was not passed on to our participants, but the Committee has now taken the decision to increase class and rental costs to cover this added expense. Based on the 2023 year income figures, this would put us back into surplus by the end of the 2023/2024 year.

Grants from the Department of Family Fairness and Housing, Mornington Peninsula Shire Council and Atticus Health amounting to \$117522 were gratefully received and we thank these funding bodies.

We wish to thank our new auditor, Gerard Trapnell, for auditing the accounts.

I am confident that the Somerville Community House Inc is in an excellent position to continue to prosper and grow within the community.

I am pleased to move my report.



FRANCES BURNS

Treasurer

# Auditor's Statement

Seaside Audit Services  
PO Box 11040  
Frankston VIC 3199  
ABN: 52 144 667 694

***Australian Charities and Not-for-profits Commission Act 2012***  
**Audit Report**  
**Special Purpose Financial Report – Unmodified Conclusion**

**INDEPENDENT AUDITOR'S REPORT**

The Members  
Somerville Community House Inc.  
PO Box 579  
Somerville Vic 3912

**Report on the Financial Report**

I have audited the accompanying financial report of Somerville Community House Inc., which comprises the statement of financial position as at 30 June 2023, the Profit & Loss statement, and Notes to the Accounts for the year ended on that date comprising a summary of significant accounting policies and other explanatory information.

The responsible entities of the registered entity are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the *Australian Charities and Not-for-profits Commission Act 2012* (ACNC Act) and for such internal control as the responsible entities 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.

**Auditor's Responsibility**

My responsibility is to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. I conducted my audit in accordance with Australian Auditing Standards, in order to state whether, on the basis of the procedures described, anything has come to my attention that causes me to believe that the financial report does not satisfy the requirements of Division 60 of the ACNC Act including: giving a true and fair view of the registered entity's financial position as at 30 June 2023 and its performance for the year ended on that date; and complying with the Australian Accounting Standards and the *Australian Charities and Not-for-profits Commission Regulation 2013*

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

# Auditor's Statement (continued)

## Conclusion

Based on my audit, in my opinion the financial report of the Somerville Community House Inc., I have not become aware of any matter that causes me to believe that the financial report of Somerville Community House Inc. does not satisfy the requirements of Division 60 of the *Australian Charities and Not-for-profits Commission Act 2012* including:

- (a) giving a true and fair view of the registered entity's financial position as at 30 June 2023 and of its financial performance and cash flows for the year ended on that date; and
- (b) complying with Australian Accounting Standards and Division 60 of the *Australian Charities and Not-for-profits Commission Regulation 2013*.

## Basis of Accounting

Without modifying our conclusion, I draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the responsible entities' financial reporting responsibilities under the ACNC Act. As a result, the financial report may not be suitable for another purpose.



Gerard Trapnell  
Seaside Audit Services  
Date: 14<sup>th</sup> September 2023

Liability limited by a scheme approved under Professional Standards legislation.  
PO Box 11040 Frankston VIC 3199 | T: (03) 8560 2846 | E: [seasideauditservices@gmail.com](mailto:seasideauditservices@gmail.com)



# Financial Statements

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Somerville Community House Inc.

2/21 Worwong Avenue  
Somerville Vic 3912

## Balance Sheet

As of June 2023

ABN: 47 673 738 558

Email: info@somervillecommunityhouse.com.au

Assets		
Current Assets		
Bendigo Business Everyday Acct	\$3,393.95	
Bendigo/Sandhurst Investment Acct	\$192,928.40	
Cheque Account - Operating	\$227.42	
Petty Cash	\$14.05	
Accounts Receivable	\$1,029.50	
<b>Total Current Assets</b>		<b>\$197,593.32</b>
Non - Current Assets		
Annie Sage Building Cap/Works	\$61,900.23	
Annie Sage Plant & Equipment	\$33,318.13	
<b>Total Non - Current Assets</b>		<b>\$95,218.36</b>
Computer Equipment	\$2,991.00	
Less Accumulated Depreciation	-\$34,710.00	
<b>Total Assets</b>		<b>\$261,092.68</b>
Liabilities		
Current Liabilities		
GST Collected on Sales	\$997.88	
GST Paid on Purchases	\$3,083.67	
PAYG Withholding Payable	\$6,790.40	
Superannuation Payable	\$1,541.32	
Salary Sacrifice	-\$207.04	
<b>Total Current Liabilities</b>		<b>\$12,206.23</b>
<b>Total Liabilities</b>		<b>\$12,206.23</b>
<b>Net Assets</b>		<b>\$248,886.45</b>
Equity		
Current Year Surplus	-\$4,297.96	
Retained Surplus	\$253,184.41	
<b>Total Equity</b>		<b>\$248,886.45</b>

This report includes Year-End Adjustments.

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Somerville Community House Inc.

2/21 Worwong Avenue  
Somerville Vic 3912

## Profit & Loss Statement

July 2022 To June 2023

ABN: 47 673 738 558

Email: info@somervillecommunityhouse.com.au

Income		
Grants		
Grants - DFFH	\$93,717.61	
Grants - Shire	\$21,650.00	
Grants - Other	\$1,000.00	
Power Saver Project	\$1,154.00	
<b>Total Grants</b>		<b>\$117,521.61</b>
Other Income		
Interest Received	\$3,719.60	
Rental Income	\$800.00	
Rental Income - Rotary		\$1,403.64
Recoupments	\$240.00	
Event/Fundraiser		\$112.91
<b>Total Other Income</b>		<b>\$4,759.60</b>
Acting		\$12.72
Adult Drawing/Art		\$651.60
Belly Dancing		\$27.27
Book Club		\$245.43
Cards - 500		\$532.78
Celtic, South East		\$18.18
Choir/Peninsula Voices		\$1,670.45
Crosswords		\$1,165.62
Community Garden		\$204.56
Bluegrass Mountain Club		\$1,888.21
Italian Courses		
Kids Art		\$7,413.63
Knitting for a Cause		\$2,470.67
L/Lovers		\$154.54
Mah Jong	\$443.14	
Meditation		\$219.59
Men's Group	\$18.19	
Old Time Music	\$30.91	
Patchwork		\$774.79
Photography		\$15.45
Sewing		\$606.53
Singing	\$349.99	
Tea & Coffee Group		\$437.28
Tai Chi		\$1,291.23
Writers Group		\$9.10
Yoga - Hatha		\$1,445.52
Yoga - Gentle/Daytime		\$13.64
Ukulele Classes	\$784.73	
Christmas Gathering		\$18.18
Floristry		\$560.00
<b>Total Income</b>		<b>\$147,271.69</b>
<b>Total Cost of Goods Sold</b>		<b>\$0.00</b>
<b>Gross Profit</b>		<b>\$147,271.69</b>
Expenses		
Advertising & Promotion		\$565.98
Audit Fees		\$610.00
Bank Charges		\$219.36

This report includes Year-End Adjustments.

Page 1 of 2

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Somerville Community House Inc.

2/21 Worwong Avenue  
Somerville Vic 3912

## Profit & Loss Statement

July 2022 To June 2023

ABN: 47 673 738 558

Email: info@somervillecommunityhouse.com.au

Cleaning & Pest Control		\$4,299.55
Computer Expenses		\$2,883.15
Conference Expenses		\$824.75
Entertainment & Appreciation Costs		\$1,999.28
Event - SCH Celebrations		\$145.15
Fees & Permits		\$356.65
Insurance - General		\$785.47
Gardening Expenses	\$1,039.75	
Jubilee Commemorative Garden	\$1,118.32	
<b>Total</b>		<b>\$2,158.07</b>
Licence Fees		\$143.00
Merchant Fees		\$103.75
Membership Fees Paid		\$833.99
Postage	\$182.10	
Printing & Stationery		\$1,524.94
Program Expenses		\$1,370.52
<b>Total</b>		<b>\$182.10</b>
Repairs & Maintenance		\$2,802.83
S&W Long Service Leave	\$388.33	
S&W Superannuation	\$10,405.16	
S&W Salaries & Wages	\$100,430.40	
S&W Long Service Leave Provision	\$1,249.46	
Sundry Expenses		\$1,037.76
Tea & Coffee	\$1,400.38	
Telephone & Fax, Internet		\$2,294.53
Tutor Fees		\$10,342.24
Tutor Superannuation		\$900.35
Workcover	\$1,110.27	
<b>Total</b>		<b>\$114,984.00</b>
Website		\$202.23
<b>Total Expenses</b>		<b>\$151,569.65</b>
Operating Profit		-\$4,297.96
<b>Net Profit/(Loss)</b>		<b>-\$4,297.96</b>

This report includes Year-End Adjustments.

Page 2 of 2

**Somerville Community House Inc**  
**Representation Letter from the Committee of Management**

**PRIVATE & CONFIDENTIAL**

Seaside Audit Services  
PO Box 11040  
Frankston 3199

Dear Sir,

In connection with your examination of the financial statements of the Somerville Community House as at 30 June 2023, the following representations are made which are true to the best of our knowledge and belief.

**1. Accounting Policies**

All the significant accounting policies of the association are consistent with the policies adopted last year.

**2. Association Books/Records/Minutes**

All financial books, records and related data have been made available to you, including the Committee of Management Minutes and the Rules of Association, and such financial data has been retained in the appropriate format for the required period of time.

**3. Asset Form**

The assets of the Association are being held in a form suitable for the benefit of the members of the association, and have been held in accordance with the resolutions of the Committee of Management

**4. Ownership and Pledging of Assets**

a) The association has satisfactory title to all assets disclosed in the statement of financial position. Investments are registered in the name of the Association; and

b) no assets of the association have been pledged to secure liabilities of the association except in accordance with the Rules of the Association and a resolution of the Committee of Management

**5. Investments**

a) Investments are carried in the books at cost or market value. Such amounts are considered reasonable in the light of present circumstances;

- b) there are no commitments, fixed or contingent, for the purchase or sale of long-term investments, that have not been disclosed in the financial statements; and
- c) all investments are acquired, maintained and disposed of on an arm's length basis.

#### **6. Rules of Association**

The association is being conducted in accordance with its governing rules.

#### **7. Members Fees**

In situations where the association has accepted membership fees from or on behalf of its members, it has done so in accordance with its governing rules.

#### **8. Payment of Benefits**

In situations where the association has paid benefits to its members, it has done so in accordance with its governing rules and a resolution of the Committee of Management.

#### **9. Legal Matters**

We confirm that you have been advised of all significant legal matters, and that the probability of any material revenue or expenses arising from such legal matters has been adequately accounted for, and been appropriately disclosed in the financial report.

#### **10. Related Parties**

All related party transactions have been brought to your attention.

#### **11. Subsequent Events**

No events or transactions have occurred since 30 June 2023 or are pending, which would have a material effect upon the association's state of affairs at that date, or which are of such significance in relation to the association's affairs as to require mention in notes to the financial statements in order to ensure they are not misleading as to the state of affairs or results of operations.

#### **12. Risk of Fraud**

The risk that the financial report is materially misstated due to fraud is considered to be low as a result of the following:

- a) the authorised members of the Committee of Management's are signatories on all transactions, no other party has the authority to act on behalf of the committee of management; and
- b) reconciliations are undertaken by the association's treasurer for both investments held and all bank accounts maintained by the association.

We have not identified any specific risks of fraud, however we acknowledge that if fraud existed within the association, the most likely areas of concern would be investments or cash being misappropriated or funds being intercepted prior to being banked in the association's bank account.

**13. Procedures for Identifying and Responding to Fraud**

As representatives of the Committee of Management we believe the procedures in place reduce the risk of fraud, however should fraudulent activity be identified, action would taken to ensure all members of the Committee of Management are aware of the situation and the association's auditor would be informed.

Depending on the situation, steps would be implemented to cease the fraudulent activity and controls would be put in place to limit any future activity from affecting the association.

**14. Existence of Fraud**

We confirm we have no knowledge or any actual, suspected or alleged fraud affecting the association.

Yours faithfully,



Frances Burns                      Treasurer  
Committee Member  
Somerville Community House Inc  
15/9/2023



Richard (Dick) Cox OAM                      Chair  
Committee Member  
Somerville Community House Inc.  
15/9/2023



**Somerville Community House Incorporated**

Annie Sage Community Centre  
2/21 Worwong Avenue, Somerville 3912  
PO Box 579 Somerville 3912  
Telephone: 03 5977 8330

Incorporation Reg No: A0040276V  
ABN: 47 673 738 558

Email: [info@somervillecommunityhouse.com.au](mailto:info@somervillecommunityhouse.com.au)  
Website: [www.somervillecommunityhouse.com.au](http://www.somervillecommunityhouse.com.au)

30 June 2023

**STATEMENT BY MEMBERS OF THE COMMITTEE**

The Committee of Management has determined that the association is not a reporting entity.

The Committee of Management has determined that this special purpose financial report should be prepared in accordance with accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee of Management, the financial report:

1. Presents a true and fair view of the financial position of the association as at 30 June 2023 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This statement was made in accordance with a resolution of the Committee of Management and is signed for and on behalf of the Committee by:

Dated: 30 June 2023

Chair  
Richard (Dick) Cox OAM

Treasurer  
Frances Burns

# Somerville Community House Incorporated

Notes to and Forming Part of the Accounts

For the year ended 30 June 2023

## 1. Statement of Accounting Policies

The account policies adopted by the society follow the accounting standards issued by the Australian Accounting Bodies. Except where noted, these policies have been consistently applied. The Association is not a reporting entity and the accompanying financial reports are considered to be 'Special purpose financial statements' and apply the following accounting standards to the extent they are relevant.

AASB 101	Presentation of Financial Statement
AASB 107	Statement of Cash Flows
AASB 108	Accounting policies, Changes in Accounting Estimates
AASB 1031	Materiality
AASB 1048	Interpretation of Standards
AASB 1054	Australian Additional Disclosures

This is a special purpose financial report that has been prepared to meet requirements of the members.

### (a) Income Recognition

As is common for an organisation of this type, it is not practicable to maintain an effective system of internal control over donations, subscriptions and other fund raising activities.

Accordingly, income is acknowledged and recorded by the Treasurer at the time of receipt.

### (b) Expenses

Expenses are recorded and recognized at the time of payment. No adjustments have been made for accrual or prepayments with the exception of payroll expenses.

### (c) Assets

Fixed assets have been capitalized and depreciated in accordance with previously adopted account policy.

### (d) Event Subsequent to Balance Date

There have been no known events since the end of the financial year that would substantially affect the accounts as at 30 June, 2023.

## 2. Incorporation

The Somerville Community House Incorporated as incorporated on 4 October 2000 under the provisions of the Association Incorporation Act 1981.