

#### **FINANCIAL REPORT - 30 JUNE 2022**

#### **CONTENTS**

Statement of Financial Position	1
Statement of Profit or Loss and Other Comprehensive Income	2
Statement of Changes in Funds	3
Statement of Cash Flows	4
Notes to the Financial Statements	5
Statement by Members of the Committee	11
Committee's Declaration under the New South Wales <i>Charitable</i> Fundraising Act 1991, Western Australia Charitable Collections Act 1946 and Queensland Collections Act 1966	12
Auditor's Independence Declaration	13
Independent Auditor's Report	14

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2022

	Ness	2022	2021
ASSETS	Note	\$	\$
Current assets			
Cash and cash equivalents	6	311,128	228,456
Trade and other receivables	7	103,858	113,011
Total current assets	, 	414,986	341,467
Non-current assets			
Property, plant and equipment	8	390,312	210,904
Work in progress	9	30,666	3,902
Total non-current assets	_	420,978	214,806
TOTAL ASSETS	_	835,964	556,273
LIABILITIES			
Current liabilities			
Trade and other payables	10	16,974	39,229
Employee benefits	11	39,008	24,077
Total current liabilities		55,982	63,306
TOTAL LIABILITIES	_	55,982	63,306
NET ASSETS	=	779,982	492,967
FUNDS			
Accumulated funds		779,982	492,967
TOTAL FUNDS	_	779,982	492,967

## STATEMENT OF PROFIT OR LOSS AND OTHER COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2022

	Note	2022 \$	2021 \$
Revenue	4	1,759,207	1,226,373
		1,759,207	1,226,373
Expenses			
Administration expenses		(41,138)	(37,516)
Client services		(520,278)	(528,739)
Consulting expenses		(82,896)	(94,361)
Depreciation	5	(45,520)	(19,751)
Employee benefits expenses		(358,869)	(219,326)
Food supplies		(7,180)	(8,165)
Freight and cartage		(82,712)	(39,411)
Loss on disposal of assets		(8,225)	-
Motor vehicle expenses		(46,244)	(45,591)
Other expenses		(104,784)	(116,373)
Project expenses		(174,346)	-
		(1,472,192)	(1,109,233)
Surplus before income tax		287,015	117,140
Income tax expense	•	-	
Surplus for the year		287,015	117,140
Other comprehensive income		-	
Total comprehensive income for the year	:	287,015	117,140

#### STATEMENT OF CHANGES IN FUNDS FOR THE YEAR ENDED 30 JUNE 2022

	Accumulated Funds	Total	
	\$	\$	
Balance at 1 July 2020	375,827	375,827	
Comprehensive income			
Surplus for the year	117,140	117,140	
Other comprehensive income			
Total comprehensive income for the year	117,140	117,140	
Balance at 30 June 2021	492,967	492,967	
Balance at 1 July 2021	492,967	492,967	
Comprehensive income			
Surplus for the year	287,015	287,015	
Other comprehensive income			
Total comprehensive income for the year	287,015	287,015	
Balance at 30 June 2022	779,982	779,982	

## STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 30 JUNE 2022

		2022	2021
	Note	\$	\$
Cash flows from operating activities			
Receipts from customers, donations and grants		1,821,715	1,279,007
Payments to suppliers and employees		(1,481,469)	(1,118,977)
Interest received		2,343	2,097
Net cash flows from operating activities	•	342,589	162,127
Cash flows from investing activities			
Proceeds from sale of property, plant and equipment		20,454	-
Purchase of property, plant and equipment		(253,607)	(129,599)
Purchase of work in progress		(26,764)	(3,902)
Net cash flows from investing activities	•	(259,917)	(133,501)
Net increase in cash and cash equivalents		82,672	28,626
Cash and cash equivalents at the beginning of the financial year		228,456	199,830
Cash and cash equivalents at the end of the financial year	6	311,128	228,456

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

#### Note 1 - Reporting entity

The financial report includes the financial statements and notes of Hands and Feet Incorporated. Hands and Feet Incorporated is incorporated in New South Wales under the *Associations Incorporation Act 2009* and registered under the *Australian Charities and Not-for-profits Commission Act 2012* and is domiciled in Australia.

Hands and Feet Incorporated provides community service to people in need

The registered address and principal place of business of the Association is: 2/16 Garling Road
Kings Park NSW 2148

The financial statements were approved by the Committee on 13 October 2022.

#### Note 2 - Basis of preparation

#### Statement of compliance

These general purpose financial statements have been prepared in compliance with the requirements of the *Australian Charities and Not-for-profits Commission Act 2012* and *Australian Accounting Standards - Simplified Disclosures*. The Association is a not-for-profit entity for the purposes of preparing these financial statements.

Other than the change in disclosure requirements, the adoption of AASB 1060: General Purpose Financial Statements - Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities has had no significant impact on the financial statements because the Association's previous financial statements complied with mandatory Australian Accounting Standards.

#### Basis of measurement

The financial statements, except for the cash flow information, has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

#### **Comparatives**

Where required by Accounting Standards comparative figures have been adjusted to conform to changes in presentation for the current financial year. Where the Association has retrospectively applied an accounting policy, made a retrospective restatement or reclassified items in its financial statements, an additional statement of financial position as at the beginning of the earliest comparative period will be disclosed.

#### Critical accounting estimates and judgements

The Committee evaluate estimates and judgments 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 Association.

#### Key estimates

#### *Impairment*

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

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

#### Note 2 - Basis of preparation (continued)

#### New and revised standards that are effective for these financial statements

Several amendments to Australian Accounting Standards and interpretations are mandatory for the 30 June 2022 reporting period. These include:

- AASB 1060: General Purpose Financial Statements Simplified Disclosures for For-Profit and Not-for-Profit Tier 2 Entities (effective for the year ending 30 June 2022)
- AASB 2020-2: Amendments to Australian Accounting Standards Removal of Special Purpose Financial Statements for Certain For-Profit Private Sector Entities (effective for the year ended 30 June 2022)

AASB 1060 and AASB 2020-2 act to mandate that the association prepare a general purpose financial report under a new Simplified Disclosure Standard. The application of AASB 1060 and AASB 2020-2 have not had a material impact on the carrying values of the association's asset, liability or equity balances; nor a material impact on the recognition and measurement of the association's revenue or expenses.

#### New standards and interpretations not yet adopted

Certain new accounting standards, amendments and interpretations have been published that are not mandatory for 30 June 2022 reporting periods and have not been early adopted by the association. These include:

- AASB 2020-1: Amendments to AASs Classification of Liabilities as Current or Non-current (effective for the year ending 30 June 2024)
- AASB 2021-2: Amendments to AASs Disclosure of Accounting Policies and Definition of Accounting Estimates (effective for the year ending 30 June 2024)

It is not expected that AASB 2020-1 or AASB 2021-2 will have a material impact on the association in future reporting periods.

#### Note 3 - Significant accounting policies

The principal accounting policies adopted in the preparation of the financial report are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Income Tax

Hands and Feet Incorporated is a not-for-profit Charity & Public Benevolent Institution and is exempt from income tax under Division 50 of the *Income Tax Assessment Act 1997*.

#### Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

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 with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or 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 FOR THE YEAR ENDED 30 JUNE 2022

#### Note 3 - Significant accounting policies (continued)

#### Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable. All revenue is stated net of the amount of goods and services tax (GST). Revenue is recognised for the major business activities as follows:

#### Grants, donations and fundraising

Income arising from the contribution of an asset (including cash) is recognised when the following conditions have been satisfied:

- (a) the entity obtains control of the contribution or the right to receive the contribution;
- (b) it is probable that the economic benefits comprising the contribution will flow to the entity; and
- (c) the amount of the contribution can be measured reliably at the fair value of the consideration received.

#### NDIS and project revenue

Revenue from clients and related government grants are recognised on a proportional basis to take account of the delivery of service to the client.

#### Interest

Revenue from interest is recognised on an accrual's basis.

#### Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

#### Trade receivables

For all sources of recurrent income, trade receivables are recognised initially at fair value and subsequently measured at amortised cost, less provision for doubtful debts. Collectability of trade receivables is reviewed on an ongoing basis. Debts which are known to be uncollectible are written off.

#### Property, plant and equipment

#### Recognition and measurement

Each class of property, plant and equipment is carried at cost less, where applicable, any accumulated depreciation and impairment losses. Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the statement of profit or loss and other comprehensive income.

#### Depreciation

The depreciable amount of all property, plant and equipment including buildings and capitalised lease assets, but excluding freehold land, is depreciated on a straight line basis over the asset's useful life to the Association commencing from the time the asset is held ready for use.

The depreciation rates used for each class of depreciable assets are:

Leasehold improvements 10%
Furniture and equipment 20% - 25%
Motor vehicles 20%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

#### Note 3 - Significant accounting policies (continued)

#### Trade and other payables

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the Association during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability. The carrying amount of trade and other payables is deemed to reflect fair value.

#### **Employee Benefits**

Provision is made for the Association's liability for employee benefits arising from 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.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

			2022	2021
Note 4 - Revenue			\$	\$
Revenue				
Gifts and donations - New South Wales			778,791	576,536
Gifts and donations - Queensland			46,334	30,893
Gifts and donations - Western Australia			14,434	7,382
Gifts and donations - Victoria			540	-
Fundraising income - New South Wales			42,942	114,553
Fundraising income - Queensland			5,903	1,749
Fundraising income - Western Australia			1,578	4,707
Project revenue			272,292	10,545
NDIS revenue			594,050	477,911
		_	1,756,864	1,224,276
Other revenue				
Interest income			2,343	2,097
		<del>-</del>	2,343	2,097
Total revenue		_	1,759,207	1,226,373
		=		
Note 5 - Expenses				
Depreciation			45,520	19,751
Note 6 - Cash and cash equivalents				
Cash at bank			311,128	228,456
Total cash and cash equivalents		_	311,128	228,456
Note 7 - Trade and other receivables				
<u>Current</u>				
Trade receivables			15,402	14,753
Other receivables			11,064	9,277
Prepayments			77,392	88,981
Total current trade and other receivables		_	103,858	113,011
Note 8 - Property, plant and equipment				
	Leasehold	Furniture &	Motor	
	Improvements	Equipment	Vehicles	Total
	\$	\$	\$	\$
At 30 June 2021				
Cost	57,295	47,286	166,348	270,929
Accumulated depreciation	(2,696)	(16,305)	(41,024)	(60,025)
Net carrying amount	54,599	30,981	125,324	210,904
Movements in carrying amounts				
Opening net carrying amount	54,599	30,981	125,324	210,904
Additions	,555	13,299	240,308	253,607
Disposals	-		(28,679)	(28,679)
Depreciation charge for the year	(5,730)	(5,585)	(34,205)	(45,520)
Closing net carrying amount	48,869	38,695	302,748	390,312
	·			

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

#### Note 8 - Property, plant and equipment (continued)

At 30 June 2022				
Cost	57,295	60,585	368,020	485,900
Accumulated depreciation	(8,426)	(21,890)	(65,272)	(95,588)
Net carrying amount	48,869	38,695	302,748	390,312
			2022	2021
			\$	\$
Note 9 - Work in progress				
Cost			30,666	3,902
Total work in progress			30,666	3,902
Note 10 - Trade and other payables				
Current				
Trade payables			4,826	8,011
Project liabilities			-	21,947
Other payables			12,148	9,271
Total current trade and other payables			16,974	39,229
Note 11 - Employee benefits				
Current				
Annual leave			23,731	16,358
Long service leave			15,277	7,719
Total current employee benefits		_	39,008	24,077
Note 12 - Key management personnel compensation	<u>1</u>			_
The aggregate amount of compensation paid to key p	personnel during the y	ear was:	82,896	94,361

#### Note 13 - Events occurring after the reporting period

Subsequent to the end of the financial year, there remains a degree of uncertainty in relation to future economic and other impacts of the COVID-19 pandemic.

At the date of signing the financial statements the Committee are unable to determine what financial effects the outbreak of the virus could have on the Association in the coming financial period.

The Committee acknowledges their responsibility to continuously monitor the situation and evaluate this impact including the ability to pay the debts as and when they become due and payable.

The Committee are not aware of any other events subsequent to the year that may have a material impact on the financial statements.

#### FINANCIAL REPORT - 30 JUNE 2022

#### STATEMENT BY MEMBERS OF THE COMMITTEE

The members of the Committee declare that:

- 1. The financial statements, which comprises the statement of financial position as at 30 June 2022, and the statement of profit or loss and other comprehensive income, statement of changes in funds and statement of cash flows for the year ended on that date, a summary of significant accounting policies and other explanatory notes are in accordance with the Associations Incorporation Act 2009 and Australian Charities and Not-for-profits Commission Act 2012 and:
  - (a) comply with Australian Accounting Standards Simplified Disclosures (including Australian Accounting Interpretations) and the Australian Charities and Not-for-profits Commission Regulation 2013; and
  - (b) give a true and fair view of the financial position as at 30 June 2022 and of the performance for the year ended on that date.
- 2. In the opinion of the Committee, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

Ross Murdoch Bunyon

Chairman

#### **FINANCIAL REPORT - 30 JUNE 2022**

# COMMITTEE'S DECLARATION UNDER THE NEW SOUTH WALES CHARITABLE FUNDRAISING ACT 1991, WESTERN AUSTRALIA CHARITABLE COLLECTIONS ACT 1946 AND QUEENSLAND COLLECTIONS ACT 1966

In the opinion of the Committee of Hands and Feet Incorporated:

- (i) The financial statements give a true and fair view of all income and expenditure with respect to fundraising appeals conducted by the Association for the year ended 30 June 2022;
- (ii) The statement of financial position as at 30 June 2022 gives a true and fair view of the state of affairs of the Association with respect to fundraising appeals conducted by the Association;
- (iii) The provisions of the New South Wales *Charitable Fundraising Act 1991*, the regulations under that Act, and the conditions attached to the authority to fundraise have been complied with by the Association;
- (iv) The provisions of the Western Australia *Charitable Collections Act 1946,* the regulations under that Act, and the conditions attached to the authority to fundraise have been complied with by the Association;
- (v) The provisions of the Queensland *Collections Act 1966*, the regulations under that Act, and the conditions attached to the authority to fundraise have been complied with by the Association; and
- (vi) The internal controls exercised by the Association are appropriate and effective in accounting for all income received and applied by the Association from any of its fundraising appeals.

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

(,)-13-

Ross Murdoch Bunyon Chairman



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CHARTERED ACCOUNTANTS

13

## HANDS AND FEET INCORPORATED ABN 72 189 829 388

#### **FINANCIAL REPORT - 30 JUNE 2022**

## AUDITOR'S INDEPENDENCE DECLARATION UNDER s60-40 OF THE AUSTRALIAN CHARITIES AND NOT-FOR-PROFITS COMMISSION ACT 2012 TO THE COMMITTEE OF HANDS AND FEET INCORPORATED

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2022 there has been:

- (a) no contraventions of the auditor independence requirements as set out in the *Australian Charities and Not-for-profits Commission Act 2012* in relation to the audit; and
- (b) no contraventions of any applicable code of professional conduct in relation to the audit.

StewartBrown

**Chartered Accountants** 

Stewart Brown

**S.J. Hutcheon** Partner



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14

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#### CHARTERED ACCOUNTANTS

HANDS AND FEET INCORPORATED
ABN 72 189 829 388

FINANCIAL REPORT - 30 JUNE 2022

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HANDS AND FEET INCORPORATED

#### **Opinion**

We have audited the financial report of Hands and Feet Incorporated which comprises the statement of financial position as at 30 June 2022, the statement of profit or loss and other comprehensive income, the statement of changes in funds and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by Members of the Committee.

In our opinion, the accompanying financial report of Hands and Feet Incorporated is in accordance with the Associations Incorporation Act 2009 and Australian Charities and Not-for-profits Commission Act 2012, including:

- a) giving a true and fair view of the Association's financial position as at 30 June 2022 and of its financial performance for the year then ended, and
- b) complying with Australian Accounting Standards Simplified Disclosures and the *Australian Charities and Not-for-profits Commission Regulation 2013*.

#### **Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibility for the Audit of the Financial Report* section of our report. We are independent of the Association in accordance with the auditor independence requirements of the *Associations Incorporation Act 2009* and the *Australian Charities and Not-for-profits Commission Act 2012* and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the *Australian Charities and Not-for-profits Commission Act 2012*, which has been given to the Committee of the Association, would be in the same terms if given to the Committee as at the time of this auditor's report.

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

#### Committee's Responsibility for the Financial Report

The Committee of the Association is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the *Associations Incorporation Act 2009* and the *Australian Charities and Not-for-profits Commission Act 2012* and for such internal control as the Committee determine is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Committee either intend to liquidate the Association or to cease operations, or have no realistic alternative but to do so.

The Committee is responsible for overseeing the Association's financial reporting process.

#### **FINANCIAL REPORT - 30 JUNE 2022**

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HANDS AND FEET INCORPORATED

#### Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are 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 our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the 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 this financial report.

A further description of our responsibilities for the audit of the financial report is located at *The Auditing and Assurance Standards Board* and the website address is <a href="http://www.auasb.gov.au/Home.aspx">http://www.auasb.gov.au/Home.aspx</a>

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Report on Other Legal and Regulatory Requirements

In addition, our audit report has also been prepared for the members of the Association in accordance with section 24(2) of the New South Wales *Charitable Fundraising Act 1991*, section 15(1) of the Western Australia *Charitable Collections Act 1946* and section 31(1) of the Queensland *Collections Act 1966*. Accordingly, we have performed additional work beyond that which is performed in our capacity as auditors pursuant to the *Australian Charities and Not-for-profits Commission Act 2012*. These additional procedures included obtaining an understanding of the internal control structure for fundraising appeal activities and examination, on a test basis, of evidence supporting compliance with the accounting and associated record keeping requirements for fundraising appeal activities pursuant to the New South Wales *Charitable Fundraising Act 1991*, Western Australia *Charitable Collections Act 1946* and the Queensland *Collections Act 1966* and Regulations.

It should be noted that the accounting records and data relied upon for reporting on fundraising appeal activities are not continuously audited and do not necessarily reflect after the event accounting adjustments and the normal year-end financial adjustments for such matters as accruals, prepayments, provisioning and valuations necessary for year-end financial report preparation.

The performance of our statutory audit included a review of internal controls for the purpose of determining the appropriate audit procedures to enable an opinion to be expressed on the financial report. This review is not a comprehensive review of all those systems or of the system taken as a whole and is not designed to uncover all weaknesses in those systems.

The audit opinion expressed in this report pursuant to the New South Wales *Charitable Fundraising Act 1991*, Western Australia *Charitable Collections Act 1946* and the *Queensland Collections Act 1966* has been formed on the above basis.

#### **FINANCIAL REPORT - 30 JUNE 2022**

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HANDS AND FEET INCORPORATED

#### Auditor's opinion

Pursuant to the requirements of section 24(2) of the New South Wales *Charitable Fundraising Act 1991*, section 15(1) of the Western Australia *Charitable Collections Act 1946* and section 31(1) of the Queensland *Collections Act 1966* we report that, in our opinion:

- a) the financial report gives a true and fair view of the financial result of fundraising appeal activities for the financial year ended 30 June 2022;
- b) the financial report has been properly drawn up, and the associated records have been properly kept for the period 1 July 2021 to 30 June 2022, in accordance with the New South Wales *Charitable Fundraising Act 1991*, Western Australia *Charitable Collections Act 1946* and the Queensland *Collections Act 1966* and Regulations;
- c) money received as a result of fundraising appeal activities conducted during the period 1 July 2021 to 30 June 2022 has been properly accounted for and applied in accordance with the New South Wales Charitable Fundraising Act 1991, Western Australia Charitable Collections Act 1946 and the Queensland Collections Act 1966 and Regulations; and
- d) at the date of this report there are reasonable grounds to believe that Association will be able to pay its debts as and when they become due and payable.

StewartBrown

**Chartered Accountants** 

Stewart Brown

S.J. Hutcheon

Partner