



Thompson Wentworth

ANNUAL REPORTS

for the financial year to 30/11/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

Manager: Mark Wells

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Statement of Financial Performance

for the financial year

to 30/11/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

Operating Account

	Current period 01/12/2022-30/11/2023	Annual budget 01/12/2022-30/11/2023
Revenue		
Interest--Bank	1,152.36	0.00
Levies Due - Admin	20,797.00	20,797.00
<i>Total revenue</i>	<u>21,949.36</u>	<u>20,797.00</u>
Less expenses		
Admin--Body Corporate Management Fees	3,000.00	3,500.00
Admin--Facilities Management Provision	48.88	0.00
Admin--Health & Safety Compliance	897.00	0.00
Admin--Income Tax--Admin	322.65	0.00
Insurance--Premiums	14,544.24	14,097.00
Insurance--Valuation	1,475.00	1,500.00
Maint Bldg--General Repairs	0.00	500.00
Maint Grounds - Yard/Lawns & Gardening	1,828.50	1,200.00
<i>Total expenses</i>	<u>22,116.27</u>	<u>20,797.00</u>
Surplus/Deficit	<u>(166.91)</u>	<u>0.00</u>
Opening balance	13,235.60	13,235.60
Closing balance	<u><u>\$13,068.69</u></u>	<u><u>\$13,235.60</u></u>

Long Term Maintenance Fund

	Current period 01/12/2022-30/11/2023	Annual budget 01/12/2022-30/11/2023
Revenue		
Levies Due--Capital Works	4,000.00	4,000.00
<i>Total revenue</i>	<u>4,000.00</u>	<u>4,000.00</u>
Less expenses		
Admin--Long-Term Maintenance Plan Costs	1,794.00	0.00
<i>Total expenses</i>	<u>1,794.00</u>	<u>0.00</u>
Surplus/Deficit	<u>2,206.00</u>	<u>4,000.00</u>
Opening balance	19,093.18	19,093.18
Closing balance	<u><u>\$21,299.18</u></u>	<u><u>\$23,093.18</u></u>



Detailed Expenses for the financial year from 01/12/2022 to 30/11/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

Date	Details	Payee	Amount	Status	Type	Ref.No.	Payment No.
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Operating Account**Admin--Body Corporate Management Fees 154000**

20/02/2023	BC Mgmt fee	Direct charge	3,500.00	Paid	Oth		68
30/11/2023	Credit against non approved Mgmt fee FY 2022-23		(500.00)		Jnl	7587	
			<u>\$3,000.00</u>				

Admin--Facilities Management Provision 152300

15/08/2023	Facilities management support - Aug 2023	Thompson Wentworth	24.44	Paid	DE	I000043	000108
05/09/2023	Facilities management support - Aug 2023	Thompson Wentworth	24.44	Paid	DE	I000078	000109
			<u>\$48.88</u>				

Admin--Health & Safety Compliance 152400

27/01/2023	H&S and LTM plan set up cost	Plan Heaven	2,691.00	Paid	DE	2310	000097
30/11/2023	LTMP set up cost Share		(1,794.00)		Jnl	7582	
			<u>\$897.00</u>				

Admin--Income Tax--Admin 152800

30/12/2022	Withholding tax paid		26.33	Paid	Oth		65
31/01/2023	Withholding tax paid		26.94	Paid	Oth		66
28/02/2023	Withholding tax paid		21.69	Paid	Oth		67
31/03/2023	Withholding tax paid		14.99	Paid	Oth		69
28/04/2023	Withholding tax paid		12.95	Paid	Oth		70
31/05/2023	Withholding tax paid		14.65	Paid	Oth		71
30/06/2023	Withholding tax paid		13.80	Paid	Oth		72
31/07/2023	Withholding tax paid		32.19	Paid	Oth		73
31/08/2023	Withholding tax paid		40.99	Paid	Oth		74
29/09/2023	Withholding tax paid		38.36	Paid	Oth		75
31/10/2023	Withholding tax paid		42.27	Paid	Oth		76
30/11/2023	Withholding tax paid		37.49	Paid	Oth		77
			<u>\$322.65</u>				

Admin--Long-Term Maintenance Contribution 150500

30/11/2023	Reversal of Journal #7583		(1,794.00)		Jnl	7584	
30/11/2023	LTMP set up cost		1,794.00		Jnl	7583	
			<u>\$0.00</u>				

Insurance--Premiums 159100

07/03/2023	Insurance renewal - FY 2022-23	Runacres & Assoc Ltd	12,098.54	Paid	DE	I00313476	000100
19/06/2023	Insurance renewal - Feb 2023	Runacres & Assoc Ltd	2,000.14	Paid	DE	I00313480,2	000105
03/11/2023	Insurance premium - Sum Insured updated	Runacres & Assoc Ltd	445.56	Paid	DE	I00333786	000114
			<u>\$14,544.24</u>				

Insurance--Valuation 159200

Body Corporate 79398			52 Hayton Road, Wigram Christchurch 8052				
Date	Details	Payee	Amount	Status	Type	Ref.No.	Payment No.
01/11/2023	Insurance valuation - Oct 2023	Ford Baker Valuation Ltd	1,475.00	Paid	DE	85643/1a	000113
			\$1,475.00				
Maint Grounds - Yard/Lawns & Gardening		178400					
17/01/2023	Grounds Maintenance - Nov 2022	Green Acres Stuart Patterson	115.00	Paid	DE	1122	000096
04/02/2023	Grounds Maintenance - Dec 2022	Green Acres Stuart Patterson	115.00	Paid	DE	1222	000098
08/03/2023	Grounds Maintenance - feb 2023	Evergreen Lawns & Grounds	74.75	Paid	DE	3851	000099
22/03/2023	Grounds Maintenance - Jan 2023	Evergreen Lawns & Grounds	172.50	Paid	DE	3769	000101
05/04/2023	Grounds Maintenance - Mar - 2023	Evergreen Lawns & Grounds	149.50	Paid	DE	3933	000102
01/05/2023	Grounds Maintenance - Apr 2023	Evergreen Lawns & Grounds	149.50	Paid	DE	4016	000103
02/06/2023	Garden maintenance - May 2023	Evergreen Lawns & Grounds	258.75	Paid	DE	4099	000104
29/06/2023	Grounds Maintenance - Jun 2023	Evergreen Lawns & Grounds	149.50	Paid	DE	4185	000106
31/07/2023	Grounds Maintenance - Jul 2023	Evergreen Lawns & Grounds	149.50	Paid	DE	4271	000107
31/08/2023	Grounds Maintenance - Aug 2023	Evergreen Lawns & Grounds	74.75	Paid	DE	4355	000110
02/10/2023	Grounds Maintenance - Sep 2023	Evergreen Lawns & Grounds	149.50	Paid	DE	4438	000111
01/11/2023	Grounds Maintenance - Oct 2023	Evergreen Lawns & Grounds	270.25	Paid	DE	4520	000112
			\$1,828.50				
Total expenses			\$22,116.27				

Where an invoice status is Paid and no payment number is displayed the payment has been made outside of the reporting period.

Long Term Maintenance Fund

Admin--Long-Term Maintenance Plan Costs		250700					
30/11/2023	LTMP set up cost		1,794.00		Jnl	7585	
			\$1,794.00				
Total expenses			\$1,794.00				

Where an invoice status is Paid and no payment number is displayed the payment has been made outside of the reporting period.



Statement of Financial Position

As at 30/11/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

	Current period	Previous year
Owners' funds		
Operating Account		
Operating Surplus/Deficit--Admin	(166.91)	926.67
Owners Equity--Admin	13,235.60	12,308.93
	<u>13,068.69</u>	<u>13,235.60</u>
Long Term Maintenance Fund		
Operating Surplus/Deficit--Capital Works	2,206.00	4,000.00
Owners Equity--Capital Works	19,093.18	15,093.18
	<u>21,299.18</u>	<u>19,093.18</u>
Net owners' funds	<u>\$34,367.87</u>	<u>\$32,328.78</u>
Represented by:		
Assets		
Operating Account		
Cash at Bank--Admin	12,568.69	13,235.60
Prepaid Expenses--Admin	500.00	0.00
	<u>13,068.69</u>	<u>13,235.60</u>
Long Term Maintenance Fund		
Cash at Bank--Capital Works	21,299.18	19,093.18
	<u>21,299.18</u>	<u>19,093.18</u>
Total assets	<u>34,367.87</u>	<u>32,328.78</u>
Less liabilities		
Operating Account		
	<u>0.00</u>	<u>0.00</u>
Long Term Maintenance Fund		
	<u>0.00</u>	<u>0.00</u>
Total liabilities	<u>0.00</u>	<u>0.00</u>
Net assets	<u>\$34,367.87</u>	<u>\$32,328.78</u>



Approved Budget to apply from 01/12/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

Operating Account			
	Approved budget	Actual 01/12/2022-30/11/2023	Previous budget
Revenue			
Interest--Bank	0.00	1,152.36	0.00
Levies Due - Admin	21,092.00	20,797.00	20,797.00
Total revenue	21,092.00	21,949.36	20,797.00
Less expenses			
Admin--Body Corporate Management Fees	3,500.00	3,000.00	3,500.00
Admin--Facilities Management Provision	0.00	48.88	0.00
Admin--Health & Safety Compliance	0.00	897.00	0.00
Admin--Income Tax--Admin	0.00	322.65	0.00
Admin--Transfer to Capital Works Fund	6,000.00	0.00	0.00
Insurance--Premiums	15,292.00	14,544.24	14,097.00
Insurance--Valuation	0.00	1,475.00	1,500.00
Maint Bldg--General Repairs	500.00	0.00	500.00
Maint Grounds - Yard/Lawns & Gardening	1,800.00	1,828.50	1,200.00
Total expenses	27,092.00	22,116.27	20,797.00
Surplus/Deficit	(6,000.00)	(166.91)	0.00
Opening balance	13,068.69	13,235.60	13,235.60
Closing balance	\$7,068.69	\$13,068.69	\$13,235.60
Total units of entitlement	10000		10000
Levy contribution per unit entitlement	\$2.11		\$2.08

Long Term Maintenance Fund

Approved
budget

01/12/2022-30/11/2023

Actual

Previous
budget

Revenue

Levies Due--Capital Works

6,000.00

4,000.00

4,000.00

Total revenue

6,000.00

4,000.00

4,000.00

Less expenses

Admin--Long-Term Maintenance Plan Costs

0.00

1,794.00

0.00

Total expenses

0.00

1,794.00

0.00

Surplus/Deficit

6,000.00

2,206.00

4,000.00

Opening balance

21,299.18

19,093.18

19,093.18

Closing balance

\$27,299.18

\$21,299.18

\$23,093.18

Total units of entitlement

10000

10000

Levy contribution per unit entitlement

\$0.60

\$0.40



Approved Levy Schedule to apply from 01/12/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

Annual levy instalments that apply to each lot from budgets accepted by the general meeting:

Lot	Unit	Unit Entitlement	Admin Fund	Long Term MF Fund	Annual Total	Annual Total
A0	1	3580.00	7,550.94	2,148.00	9,698.94	9,698.94
B0	2	1380.00	2,910.70	828.00	3,738.70	3,738.70
C0	3	1160.00	2,446.67	696.00	3,142.67	3,142.67
D0	4	1160.00	2,446.67	696.00	3,142.67	3,142.67
E0	5	2720.00	5,737.02	1,632.00	7,369.02	7,369.02
		10,000.00	\$21,092.00	\$6,000.00	\$27,092.00	\$27,092.00



Insurance as at 30/11/2023

Body Corporate 79398

52 Hayton Road, Wigram Christchurch 8052

Policy No. P000366437N QBE Insurance
ZB

Type: Material Damage Broker: Runacres & Assoc Ltd
PO Box 12106, Beckenham Christchurch 8242

Premium: \$14,098.68 Paid on: 10/03/2023 Policy start date: 28/02/2023 Next due: 28/02/2024

Cover	Sum insured	Excess
Material Damage	\$3,780,000.00	\$0.00
Business Interruption	\$380,000.00	\$0.00
Public Liability	\$2,000,000.00	\$0.00
Statutory Liability	\$1,000,000.00	\$0.00

Last valuation done on 27/10/2023

Insurance valuation \$3,780,000.00