

THE HUTCHINS SCHOOL PARENTS' ASSOCIATION

AGM Meeting Minutes: 19~~th~~ March 2024

Conference Centre, 6~~03~~pm

Meeting Opened: 6~~5~~pm

President's Report:

The Hutchins School Parents' Association



2023 was action packed for the Hutchins Parents' Association unfortunately my last year as President.

(Right) Hayley Baker, Kirsteen Chalmers, and the current President. A huge thank you to Louissa Johnson who secured fantastic event locations for the year. Thanks to our MC

Our committed meets twice per month in the bar at school which is situated near Reception. In 2023 the Parents' Association has been successful in

We started the year with the New Parents' Cocktail Party where we had more than 100 parents and carers registered. In speaking about the Parents' Association I spoke about how their annual contribution of \$35 is used. I explained what it had helped us do, and what it was being used for in the future. From the Junior School playground equipment to the Outdoor Education mountain bike fleet being replaced. We have also secured something tangible for the betterment of the school. We have secured

the younger students love. We held an Open Day BBQ and we had all the Parents' Association members who assisted. These are traditionally run on a Friday and are a great way to introduce new students and their

be developed in the Junior School,

students who acted as guides who

School's new hall is a space for exciting

important causes including parents, carers, the School, students and the wider community.

We started Semester One with a bang. On 31 March we held our first School Fair since 2018. It was a resounding success. I really was a mammoth task to put together and once we reached the date, six months before, it was full steam ahead. Each House, committee and association ran a stall, and we were so pleased to see the profit going straight back to the stall holders. The English Cricket Tour families ran the bar, and they were

volunteer can spare serve we would love to hear from you

would love more encourage anyone who

Grandparents Hutchins and this year they were over 400 separate days. Hutchins hosted over 450 grandparents and carers from ELC to Senior

the community greatly. Thanks to the unwavering support of me in this role and to my vice-president, Catherine Ball for all her efforts this year, and

The Parents' Association hosts these special days and provides a morning tea service. After a fabulous performance in the Auditorium the students brought

small, but we have achieved many things to be proud of.

Mrs Dayana Baker

price of each student flying to England as a result. I must personally thank a few people who were instrumental in the success of the day. Mrs Jenna McPhie, Mrs Allison Brooks, Mrs Anna Kirkland, Mrs Laura Bird and all those in Marketing and Events at Hutchins, the current Prefects and their assistants and Hobart Hurry who contributed. Our Cake Stall

Building for refreshments and a tour of the school to celebrate these special days and students' lives. Thanks to every person who volunteered on the day to make

Parents' Association

Alli McShane, past President, is instrumental in the smooth running of the day.

Treasurer's/Auditors Annual Report:

The Audit of the Financial Statements for the year ended 31 January 2024 was completed by WLF last week. We are still waiting on the Partner signed Management Representation Letter and will be made available once received. The Association are not expecting any issues to be raised.

Analysis of the Income and Expense Statements:

- Total Income \$116,865
- Tuckshop Profit continues as the main driver of income at \$73K (PY \$65K)
- Interest has increased from \$365 to \$1,501 reflecting higher interest rates on deposits.
- Parent Subscriptions decreased by \$1K compared to the prior year.

events.

- Total Expenses \$40,163

- Main expenses comprise donations to the School (\$38K) for various projects

- Net Surplus of \$76,702

Summary of Balance Sheet	
Assets	Liabilities
• Total Assets \$116,865	• Total Liabilities \$40,163
• Total Surplus \$76,702	• Total Surplus \$76,702

Financial Report

Financial Report

Financial Report

31 January 2024

The Hutchins School Parent's Association

Expense Statement

Income &

January 2024

For the period ended 31

4 2023 20

		Income		
	73,304	65,463		Tuckshop Profit
	1,501	365		Interest
	78	-		Entertainment Books
	-	226		Clothing Pool & Crested Sales
	18,203	19,201		Parent Subscriptions
Profit	<u>23,779</u>	<u>677</u>		Fundraising Functions Net Pr
85,932	Total Income		116,865	
EXPENSES				
		875	500	Audit Fees
		37,772	169,169	Donations to the School
			112	Thank yous
367			339	General Catering
			1,065	Social Functions
215			-	Square Readers - Shared with Fahan
<u>1,250</u>	Total Expenses		<u>40,305</u>	
			<u>76,702</u>	Net Surplus / (Deficit)
			<u>(84,318)</u>	

SIGNIFICANT ACCOUNTING POLICIES

NOTE 1

Financial report prepared in order to satisfy the requirements of the *Association's Incorporation Act (IAS)* prepare a financial report. The Committee has determined that the Association is not a reporting entity.

With the requirements of the The report has been prepared in accordance following Australian Accounting Standards:

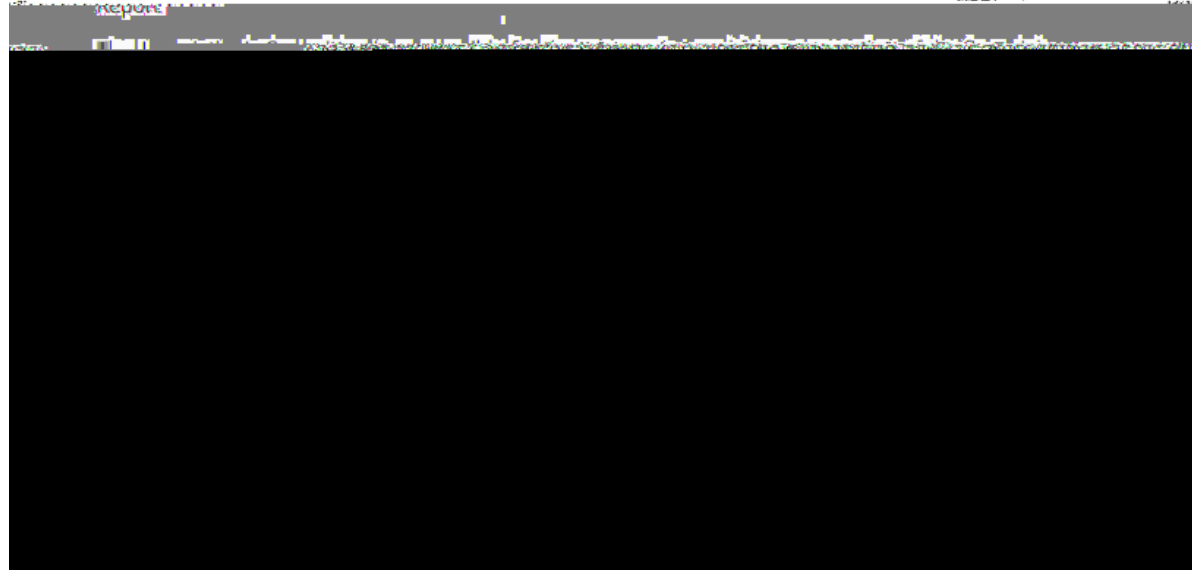
AASB 1031: Materiality

Neither Australian Accounting Standards, Australian Accounting Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

Financial report is prepared on an accrual basis and is based on This financial report is also prepared in accordance with the requirements of the Australian Accounting Standards.



in the Financial Responsibilities of the Association's Committee and those Charged with Governance



We communicate the scope and timing of the audit and significant internal control that we identify during our audit.

Wills Lord & Ferguson

Wills Lord & Ferguson



Partner

Date: 13 March 2024



Dayana Baker
Hutchins School Parent's Association
PO Box 254
SANDY BAY TAS 7005

Dear Dayana,

Re: HUTCHINS

We have finalised the audit of the Hutchins School Parents Association for the period ending 31 January 2024.

Auditors are encouraged by the Australian Auditing Standards to issue a management letter at the completion of the audit. We have issued a management letter to you at the completion of the course of the audit.

Our audit work involves the review of the financial statements prepared by the management upon which we wish to rely for the purposes of determining the audit procedures. Accordingly, our examination may not have identified all the control weaknesses that exist. The audit should not be relied on to identify all such weaknesses. We have included a disclosure, if they exist, in the audit report.

We wish to advise that we have not encountered any matters of a nature that we believe should be brought to your attention. Should you have any queries, please do not hesitate to contact myself or Jake Saunders of this office.

Yours faithfully,

J DOYLE
PARTNER
WLF Accounting & Advisory

Date: 21 March 2024

Proposed Resolution: that the 2023 Financial Statements tabled after the
AGM be accepted 3.02 -0 38 e.2. 1 e.2. 1 e.2. 1 e.2. 1 e.2. 1 (626 mhat 3.50 v.7T0 1f.he J E Tom P) .8

Laura Machin (ELC)

Abby De Borde

Louissa Johnson (SS)

Alli McShane (SS)

All accepted and ratified.