

2003 - 2004



**BENDIGO EASTER FAIR INC.**

**2003-2004  
ANNUAL REPORT**

## 2003-2004 Bendigo Easter Fair Inc. Committee Structure

### Officers of the Association

President	Fay Buerger	
Vice President	Rosalie Rogers	(Resigned April 2004)
Treasurer	Ken Ghilchrist	(Resigned June 2004)
Secretary	Helen Yorston	

### Committee Members

Geoff Cartwright

Michelle Cartwright

Roger Huthnance (Resigned August 2004)

Peter Daveys (Resigned March 2004)

Toni Riley (Resigned November 2003)

### Co opted

Ian Dyett

Paul Prendergast

Gary Frank

Adrian Relf

## 2003-2004 President's Report

Time certainly passes quickly and now we are busy planning a fantastic Easter for 2005.

We have completed our first Easter in conjunction with the City of Greater Bendigo under the *Agreement* which was entered into between the Bendigo Easter Festival Inc. and Council in September 2003 under Section 86 of the Local Government Act. It has been an interesting year, with many changes and we are all coming to grips with our new roles.

The 2004 Easter was a great success and many thanks to all who volunteered their time. The theme *Celebrate* was certainly carried throughout the festival.

Easter is early next year. Good Friday 25<sup>th</sup> March 2005 will be the start of the four days of celebrations in what we anticipate will be the greatest Easter Festival of all time. The International Madison will be staged two weeks prior to Easter and the following weekend the Eaglehawk Dahlia & Arts Festival will be held. The Bendigo region will become a busy time for the valued volunteers who work so hard to put on these three fabulous events for the Bendigo and Eaglehawk communities.

The committee is looking for new sponsors for the Gala Parade, Cacklin' Kids and a number of other significant events. We also encourage local businesses to support community groups, who wish to enter floats into the Torchlight and Gala Parades, by sponsoring them for \$300 to \$400.

Please invite all your business associates, friends and relatives to become members of the oldest and longest running festival in Australia. The time has come for all Bendigonians to become members of this fantastic community festival and ensure that the festival remains part of our history and future for the next 135 years.

I will take this opportunity to thank the current committee for their dedication and hard work during the last 12 months. During this period Ian Dyett, Gary Frank, Paul Prendergast and Adrian Relf were invited to join the committee to fill the vacancies that existed. They have brought a great depth of knowledge and experience to the committee.

Many thanks to all our sponsors for their continued support and encouragement, and thanks also to the members who have renewed their membership for 2005. The levels of memberships are Platinum Member \$550, Gold Members \$275, not for profit organization \$40 and individual membership \$20, and we thank them all for their valued support.

Last but not least is a big thank you to the City of Greater Bendigo's Cultural Development and Events unit and support staff for their co-operation and tireless work leading up to, and since the 2004 Bendigo Easter Festival.

Thank you

Fay Buerger  
President  
Bendigo Easter Festival

## 2003-2004 Treasurer's Report

The Bendigo Easter Fair Inc. Treasurer, who was appointed at last year's AGM, resigned in midyear this year and a new Treasurer will be appointed at the 2004 AGM.

This report is different to the previous reports due to the fact that there are now two separate entities involved in the preparation of the Bendigo Easter Fair. The Bendigo Easter Fair Inc. and the Bendigo Easter Festival Committee of Management.

Up until the 2003 Bendigo Easter Festival, the entity running each year's festival was the Bendigo Easter Fair Inc, however at the 2003 AGM it was agreed and approved by the membership that the Section 86 Bendigo Easter Festival Committee of Management would be responsible for the operational aspect of the Festival and that the Bendigo Easter Fair Inc. would be responsible for the procurement of sponsorship for the Bendigo Easter Festival. As a result of the 2003 AGM the Bendigo Easter Fair Inc. changed its registered rules to *"to act as the promotional, marketing and fundraising body for the conduct of the Bendigo Easter Festival."*

The Bendigo Easter Fair Inc, was insolvent at 30 June 2003 at the conclusion of the 2003 Bendigo Easter Festival. The net operating loss in 2003 was \$31,618 and this followed a small surplus at year-end 2002. Current liabilities exceeded current assets by \$12,174 in 2003. In effect this meant that Bendigo Easter Fair Inc. could not pay its liabilities as they fell due. After salaries the biggest single category of expense was the cost of insurance cover of \$57,000. Due to this financial situation the Bendigo Easter Fair Inc acquired a bank overdraft of \$40,000, which was subsequently cleared by the City of Greater Bendigo in late 2003.

As a result the 2004 Statement of Financial Performance and the Statement of Financial position does not show the financial transactions associated with the operations of the 2004 Festival. The Bendigo Easter Fair Inc revenue in 2004 was \$70,045 and total expenses were \$71,643 resulting in a loss of \$1,598.

## Treasure's report continued....

Statement in accordance with Section 30(3) of the Associations Incorporations Act 1981 for consideration at the Annual General Meeting.  
Required to be received and considered as an item of ordinary business of the Annual General Meeting under Rule 8(4)(d)

Income	\$70,045	Section 30(3)(a)
Expenditure	\$71,643	

Assets	\$0	Section 30(3)(b)
Liabilities	\$0	

Mortgages, charges, and securities of any description affecting any of the property of the incorporated association at the end of 30 June 2004	Nil	Section 30(3)(c)
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In respect of each trust of which the incorporated association was trustee during a period, being the whole or any part of the last financial year of the incorporated association –		Section 30(3)(d)
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(i) the income and expenditure of the trust during the period;	Nil	
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(ii) the assets and liabilities of the trust during the period;	Nil	
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(iii) the mortgages, charges and securities of any description affecting any of the property of the trust at the end of that period	Nil	
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Any trust, held on behalf of the incorporated association by a person or body other than the incorporated association, in which funds or assets of the incorporated association are placed.	Nil	Section 30(3)(e)
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All assets both current and non-current and responsibility for all remaining liabilities formerly held by the Association at 30 June 2004 are now held by the Bendigo Easter Festival Committee of Management established by the City of Greater Bendigo under Section 86 of the Local Government Act 1986.

## **2004 Sandhurst Trustees Bendigo Easter Festival Staff Report & Review**

It has been 12 months since the Bendigo Easter Fair Inc. agreed to form an alliance with the City Of Greater Bendigo. The Bendigo Easter Festival Committee of Management (Section 86 Advisory Committee) has been meeting monthly to implement the 2004 Festival and plan for the future Bendigo Easter Festivals.

The Bendigo Easter Festival Committee of Management is supported by an equivalent of 1.5 permanent positions. The role of the staff is to administer the Committee of Management, put into operation approved strategies and plans. As well as implementing the Committee of Management decisions, the staff also respond to queries from the community, assist with networking opportunities, implement the marketing strategy, program the Festival, coordinate the parades, and oversee all the operational aspects of the Festival. The three Festival and Event staff operates within the Cultural Development & Events Unit and report to Lynda Newton, Manager of the unit within the City Of Greater Bendigo.

Since the appointment of the staff there has been much attention given to developing extensive processes and procedures to assist the efficient production of subsequent Festivals.

Some of the initiatives undertaken for the 2004 Festival have included: artistic site decorations of the Festival precinct which will be developed further over the next few years; increased opportunities for local performers and artists in the program; marketing development of the Melbourne-Chinese niche market; the introduction of the Baby Dragon schools' project for the Gala parade; the creative use of public space at the Civic Gardens and Lyttleton Terrace precinct; collaboration with the Rotary Club of Bendigo to advance the use of the Bendigo Town Hall, and the collaboration with the Showman's Guild to create more a pleasing entrance to The City at the Mall Pall and Mitchell Street intersection.

The Committee of Management has undertaken a review of the Festival with Maggie Maguire & Associates. The process allowed for committee members, staff, Council representatives and other festival organisers to participate and contribute in this review. The outcome of Phase One of the review has provided the Committee with valuable information pertaining to future direction. Some of these opportunities include: developing niche marketing strategies; identifying the festival's point of difference; and developing a program of community participation and linkages.

As part of the evaluation and review process the Committee of Management formed a partnership with La Trobe University Bendigo to evaluate the 2004 Bendigo Easter Festival. A survey conducted by La Trobe University Bendigo students measured the audience and participant's reaction to the Festival. A snapshot of the survey results revealed that overall attendees were very satisfied with the Festival and that those surveyed indicated that all of the events were popular and that none were unpopular.

## **2004 Sandhurst Trustees Bendigo Easter Festival Staff Report & Review continued....**

The survey statistical data revealed that 85.5% of the people interviewed indicated that they would be likely to attend next year's festival. That 50.2% of the attendees were male and 49.8% were female and that 64% of the attendees were from the Bendigo region and 15% were from Melbourne. 14% were from intra state. 45% of the responses stayed in payed accommodation overnight.

### **A review of the events held at the 2004 Bendigo Easter Festival.**

The 2004 Bendigo Easter Festival was held on Good Friday April 9 through to Easter Monday April 12 2004 in the public spaces of the central Bendigo area. An evening torchlight parade and the popular Chinese Spring Festival distinguished the four-day program of celebrations and events. The festival program also offers music, fireworks, performances, numerous umbrella events and free, quality family entertainment.

### **Coliban Family Day at the Lake Event**

This highly successful family event was held on the sunny banks of one of Bendigo's premier public spaces Lake Weeroona.

The event provided free, accessible, high quality entertainment with a focus on providing opportunities for local performers. The day also included a variety of demonstrations, displays and strong community involvement. A highlight of the day was the popular national children's performance group, "The Boogie Woogies" and the local performance group "The Kashmir Belly Dancers" who attracted thousands of young Easter bunnies.

### **Cavalcade of Transport**

This event was held in Pall Mall on Easter Saturday between 10am and 3pm. This event includes over 70 beautiful vintage vehicles on static display and was distinguished by a selection of Bendigo's historic trams.

### **Easter on Bull**

Easter on Bull was a two day music and wine event that was held on Saturday April 10 & Sunday April 11 2004 at the Bull Street Precinct. This event was a ticketed event and was programmed with local and national performers including the Royal African Drummers and The Borderers.

### **Cacklin' Kids**

Cacklin' Kids was a two-day family event that was held on Saturday April 10 & Sunday April 11 2004 at the Civic Gardens next to the Bendigo Town Hall. This event offered demonstrations and displays, children's rides, an animal farm, and local and national performers including Humphrey B. Bear and a surprise Easter Bunny.

### **The Victorian Showmen's Guild Street Carnival**

This three day street carnival was held in the main street of the central district business and operated from mid morning until the evening. The Carnival offered thrills and spills for all ages and includes the carnival sideshows.

### The Xerox Business Centre Chinese Spring Festival

This popular annual festival was held at the Golden Dragon Museum precinct on Easter Sunday. Thousands of people came to witness the Awakening of the Dragon and waited expectantly while they are entertained by Chinese performances, colourful ceremonies including the firecrackers. This event provides a rare cultural experience that celebrates Bendigo's unique Chinese History.

### The AAPT Torchlight Parade

The Bendigo Easter Festival Torchlight Parade was held on Easter Sunday. The parade entries were made up of CFA entries, fire-breathing performances, and brightly lit community floats, which included an illuminated Chinese procession. The parade route began in the heart of Bendigo and travelled towards Lake Weeroona where the crowds gathered to watch the fireworks display, which lit the Bendigo skies, and the smiles of thousands of children.

### The Paul's Milk for Life Easter Monday Gala Parade

The Easter Monday Gala parade is the hallmark event of the Bendigo Easter Festival. Over 50,000 people from the Bendigo region, Victoria and interstate lined the central streets of Bendigo to witness this 2004 spectacle. The event has strong focus and participation from the local business and the community including the Bendigo Chinese Association. The parade had over 70 community and business entries and included the energetic Chinese Lion Teams and the sensational appearance of Sun Loong. This year the Baby Dragons project and the Bendigo Bike Competition contributed to the aesthetic appearance of the parade and increased community participation.

There is much to celebrate, and I would like to take this opportunity to thank the Committee of Management and the many volunteers who assisted in the successful delivery of the 2004 Bendigo Easter Festival.

Zoe Nott  
August 2004

**Financial Statements of Bendigo Easter Fair  
Incorporated.**

**Year ending 30 June 2004**

**Bendigo Easter Fair Incorporated**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
For the Year Ended 30 June 2004

	2004	2003
	\$	\$
<b>Revenue</b>		
Donations	-	1,340
Grants	-	88,470
Memberships	-	6,917
Parade/Procession Entry Fees	-	1,414
Poster/Program Advertising	-	8,591
Site Fees, Entry and Tender Fees	-	34,312
Sponsorships	70,045	90,136
Wine on Bull	-	10,965
Sundry Income	-	799
Tea House Lease	-	6,000
Interest Received	-	319
	<hr/>	<hr/>
	70,045	249,261
<b>Expenses</b>		
Accountant/Auditors	-	1,800
Bad Debts	-	3,844
Sponsorship	-	4,000
Cash Floats and Petty Cash	-	1,900
Administration	-	56
Advertising and Marketing	-	9,387
Catering	-	1,679
Cleaning and Waste Removal	-	2,465
Electrician Costs	-	2,280
Electricity	-	181
Equipment Lease and Servicing	-	2,269
Equipment Hire	-	20,061
Factory Rental	-	7,800
Insurance	-	57,569
Internet and Telephone	-	1,555
Merchandising	-	3,012
Miscellaneous	-	469
Postage	-	1,564
Printing, Stationery and Graphic Design	-	16,664
Prizes and Trophies	-	1,681
Rates	-	1,534
Security	-	1,912
Signwriting	-	205
Training and Staff Development	-	935
Salaries and Wages	-	77,025
Superannuation	-	6,938
Entertainment, Events and Fireworks	-	47,071
Bank Charges and Borrowing Costs	-	1,962
Depreciation	-	3,062
Contributions to BEF Committee	70,045	-
Net Value of Assets Donated BEF Committee	1,598	-
	<hr/>	<hr/>
	71,643	280,880
<b>Net Operating Surplus/(Loss)</b>	<hr/>	<hr/>
	(1,598)	(31,618)

**Bendigo Easter Fair Incorporated**  
**STATEMENT OF FINANCIAL POSITION**  
For the Year Ended 30 June 2004

	<b>2004</b>		<b>2003</b>
	\$		\$
<b>Current Assets</b>			
Bendigo Bank - Spinning Wheel Account	-		54
Bendigo Bank - Raffle Account	-		1
North West Country Credit	-		200
Sandhurst Trustees Common Fund	-		117
Accounts Receivable	-		43,970
<b>Total Current Assets</b>	<b>-</b>		<b>44,343</b>
<b>Non-Current Assets</b>			
Plant and Equipment at Cost	-	Note 2	22,839
Less: Accumulated Depreciation	-	-	9,066
<b>Total Non-Current Assets</b>	<b>-</b>		<b>13,773</b>
<b>Total Assets</b>	<b>-</b>		<b>58,116</b>
<b>Current Liabilities</b>			
Bendigo Bank - Operating Account	-		50,068
Accounts Payable	-		2,892
GST/PAYG Liabilities	-		3,557
<b>Total Current Liabilities</b>	<b>-</b>		<b>56,517</b>
<b>Non-Current Liabilities</b>			
<b>Total Non-Current Liabilities</b>	<b>-</b>		<b>-</b>
<b>Total Liabilities</b>	<b>-</b>		<b>56,517</b>
<b>Net Assets</b>	<b>-</b>		<b>1,598</b>
<b>Equity</b>			
Retained Earnings	1,598		33,217
Net Surplus (Loss) for year	-	1,598	-
<b>Total Equity</b>	<b>-</b>		<b>1,598</b>

**Bendigo Easter Fair Incorporated**  
**STATEMENT OF CASH FLOWS**  
**For the Year Ended 30 June 2004**

		<b>2004</b>	<b>2003</b>
<b>Cash Flow from Operating Activities</b>			
Receipts from Customers (excluding GST)		70,045	237,640
GST Received from Customers		7,005	26,236
Payments to Suppliers (excluding GST)		(70,045)	(207,721)
GST Paid to Suppliers and Australian Tax Office		(7,005)	(26,259)
Payments to Employees			(77,025)
Interest Received			319
Bank Charges and Interest			(1,962)
Net Cash from (used in) Operating Activities	Note 3b	<u>-</u>	<u>(48,771)</u>
<b>Cash flow from Investing Activities</b>			
Proceeds from Sale Of Assets		-	-
Payments for Plant and Equipment		-	-
Net Cash from (used in) Investing Activities		<u>-</u>	<u>-</u>
<b>Cash Flow from Financing Activities</b>			
Cash Overdraft Extinguished ***		46,695	-
Net Cash from (used in) Financial Activities		<u>46,695</u>	<u>-</u>
<b>Net Increase (Decrease) in Cash Held</b>		<u>46,695</u>	<u>(48,771)</u>
Cash Held at the Beginning of Year		(49,695)	(924)
<b>Cash Held at the End of Year</b>	Note 3a	<u>-</u>	<u>(49,695)</u>

\*\*\* Part of Donation of Assets

**Bendigo Easter Fair Incorporated**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Year Ended 30 June 2004**

**Note 1 - Accounting Policies**

**This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation (Amendment) Act 1997 (Vic).**

The report has been prepared in accordance with the requirements of the Associations Incorporations (Amendment) Act 1997 (Vic) and also in accordance with applicable Australian Accounting Standards.

AAS 1:	Statement of Financial Performance
AAS 5:	Materiality in Financial Statements
AAS 6:	Accounting Policies
AAS 10:	Revaluation of Non-Current Assets
AAS 15:	Disclosure of Operating Revenue

No other applicable accounting standards or mandatory professional reporting requirements have been intentionally applied.

The financial statements are based on historical costs and do not take into account any changing money values or current valuations of non-current assets. Where necessary, comparative year information has been reclassified to achieve consistency in disclosure with the current financial year amounts.

**Note 2 - Plant and Equipment**

Items of plant and equipment are initially recorded at cost and then depreciated over their estimated useful lives. A combination of straight-line and diminishing value methods of depreciation are used. The committee of management has reviewed the value of plant and equipment recorded in the accounts and has determined that the net realisable value of each item is equivalent to or exceeds the carrying amount of that item.

**Bendigo Easter Fair Incorporated**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Year Ended 30 June 2004**

	<b>2004</b>	<b>2003</b>
<b>Note 3a - Reconciliation of Cash Held</b>		
Cash at the end of the year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:		
Bendigo Bank - Lucky Envelope Account	-	54
Bendigo Bank - Raffle Account	-	1
Sandhurst Trustees - Common Fund	-	117
North West Country Credit	-	200
Bendigo Bank - Operating Account	-	(50,068)
	-	(49,695)

**Note 3b - Reconciliation of Net Cash from (used in) Operating Activities to Net Operating Result before Income Tax**

<b>Net Operating Profit (Loss)</b>	(1,598)	(31,618)
<b>Items Not Involving Cash</b>		
Depreciation Expense	-	3,062
Written Down Value of Assets Sold	13,773	-
<b>Investing Activity</b>		
Proceeds from Sale of Assets	-	-
<b>Changes in Operating Assets and Liabilities</b>		
Decrease (Increase) in Accounts Receivable	43,970	(11,303)
Increase (Decrease) in Accounts Payable	(2,893)	(8,890)
Increase (Decrease) in GST/PAYG Liabilities	(3,557)	(22)
<b>Net Cash from (used in) Operating Activities</b>	49,695	(48,771)



## SEEBER WASHINGTON & ROBERTSON

CHARTERED ACCOUNTANTS

To: The Members  
Bendigo Easter Fair Incorporated  
P.O. Box 36  
**BENDIGO VIC 3552**

### INDEPENDENT AUDIT REPORT

#### SCOPE

We have audited the attached special purpose financial statements, comprising Statement of Financial Performance, Statement of Financial Position, Statement of Cash Flows and Notes to the Financial Statements, of the Bendigo Easter Fair Incorporated for the year ended 30<sup>th</sup> June 2004. The committee of management is responsible for the preparation and presentation of the financial statements and the information they contain. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Association.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with applicable Accounting Standards and other statutory requirements so as to present a view which is consistent with our understanding of the Association's financial position and the results of its performance and cash flows.

The audit opinion expressed in this report has been formed on the above basis.

#### AUDIT OPINION

In our opinion, the financial statements of Bendigo Easter Fair Incorporated are properly drawn up:

- (a) So as to give a true and fair view of the Association's financial position as at 30<sup>th</sup> June 2004 and of its operating result and cash flows for the financial year ended on that date; and
- (b) In accordance with the provisions of the Associations Incorporation (Amendment) Act 1997.

Dated: 23<sup>rd</sup> August 2004

**Seeber Washington & Robertson.**

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**Bendigo Easter Festival Contact Information**

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