

**KAINGAROA MEMEORIAL HALL**

**FINANCIAL REPORT 2018 - 2019**

<b>Opening Balance</b>	<b>ASB Chq A/c 30/09/2019</b>	<b>3,020.96</b>
<b>Hall Hire</b>		<b>1,941.00</b>
<b>Trestle Hire</b>		<b>105.00</b>
<b>Less Hall Expenses</b>		<b>60.77</b>
<b>Closing Balance</b>	<b>ASB Chq A/c 30/09/2019</b>	<b><u>5.006.19</u></b>

**Hall Usage 2018 – 2019**

<b>Spinners and Weavers</b>	<b>20</b>
<b>Martial Arts Club (Tai Chi)</b>	<b>33</b>
<b>Kaingarua Bowls Club</b>	<b>18</b>
<b>Casual Hire</b>	<b>4</b>
<b>Community Functions by Hall committee</b>	<b>2</b>
<b>Total Usage</b>	<b>77</b>



Martin McDonald

Secretary/Treasurer

Kaingarua Memorial Hall Committee

Monday 30 September 2019

Chairperson  
Kaingaroa Hall  
Lynne McDonald  
marlyn\_bend@xtra.co.nz

Dear Lynne

Please note that as part of the Council's 2015 Halls and Facilities strategy (attached), there is an expectation that the hall committee will submit to Council information pertaining to the previous year's use of the hall, that is for the period 1 July 2018 to 30 June 2019.

This is also an opportunity to ensure Council has the correct contact details of the hall and its committee members.

We would appreciate it if a representative of the committee could complete the below table.

Please provide this information, in full, to Council by Friday 29 November 2019. This will allow staff time to prepare and report your hall information to your local Community Board in early 2020.

HALL DETAILS	
Physical address:	SH 10 Kaingaroa.
Postal address:	
Phone number:	
Email address:	
Website:	
Other:	Lynne McDonald 094087837

HALL COMMITTEE DETAILS				
Position	Name	Postal Address	Email address	Phone number
CHAIR	MARK ATKINSON	247 DUNCAN RD RD2	markatkinson 0230@gmail.com	4087844
TREASURER	MARTIN McDONALD	1142 Church RD RD2	marlyn_bend@xtra.co.nz	4087837
SEC.	Lynne McDonald	1142 Church RD RD2	marlyn_bend@xtra.co.nz	
Committee	TONY GUSACK	40 Champion Road RD2	Suzygusack@	4087147
	LOIS SANDRE	453 DUNCAN RD RD2 Kaiaia	lois2530.lsg@gmail.com	4087840
	Bryce Wigley			
	Puri Block			

Please feel free to update on the reverse of this or add another piece of paper

**COMMITTEE MEETING DETAILS**

How often does the Committee meet annually?

MONTHLY 11 mtgs / year

How often did the Committee meet in 2018/19?

**HALL INFORMATION 2018/19**

**Usage Data**

Number of bookings:

Number of users:

**Type of use**

Community (regular users):

Casual (one off):

Commercial:

**Hire rates (per hour)**

Community:

Casual:

Commercial:

Other:

ATTACHED

**2018/19 Financial Statement**

Attached: yes / no

**BWOF**

Yes / No

Expiry Date:

**Insurance - Contents**

Yes / No

Value:

**Improvements completed**

~~18~~ 2015 Interior + Kitchen  
+ ~~Basin~~ Toilets  
2018 Repiping

**Maintenance completed**

Lawns & Grounds  
Spouting & Gutters cleaned.

**Other:**

Footpath & Ulenior  
Cleaning.

Council is also improving its website content, and we would like to provide a basic description of what the hall can be booked for and how to make a booking etc. If you could provide information about the following, which we believe will help potential hall hirers that would be much appreciated:

Hall / meeting room details and capacities e.g.: Main hall - 250 pp	Main HALL - 80 Supper Room 30 - 40.
Kitchen facilities	FRIDGE HOT & cold water Benches Some Basic Cutlery & crockery
Toilets	Male - Female
Disabled access	NO Disabled Toilet. FRONT DOOR wheel chair ACCESS
Parking	Yes. off ST. SH 10
Furniture available	80 Chairs 6 x 6 seated tables + Benches + Trestles
Other facilities / assets available e.g.: stage, lighting, heating	Stage portable Heaters

Thank you for providing the requested information, please return in the envelope provided or email to [districtfacilities@fnhc.govt.nz](mailto:districtfacilities@fnhc.govt.nz)

Should you have any further queries, please contact me P: 0800 920 029.

Yours sincerely



Ngawaiata Harris  
District Facilities Support Staff