

**CAPE ST FRANCIS CIVIC ASSOCIATION**  
(Registration No. Registration as NPO applied for)

**ANNUAL FINANCIAL STATEMENTS**  
**INDEPENDENTLY REVIEWED**  
30 September 2018

**CAPE ST FRANCIS CIVIC ASSOCIATION**  
(Registration No. Registration as NPO applied for)

**ANNUAL FINANCIAL STATEMENTS**  
**30 SEPTEMBER 2018**

The following reports and statements are presented in compliance with the Companies Act.

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**Approval and statement of responsibility**

The executive committee is responsible for the maintenance of adequate accounting records, and the preparation and integrity of the annual financial statements and related information. The honorary auditor is responsible for reporting on the fair presentation of the financial statements. The financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa.

The executive committee is also responsible for the association's system of internal financial control. These are designed to provide reasonable, but not absolute, assurance as to the reliability of the financial statements, and to adequately safeguard, verify and maintain accountability of assets, and to prevent and detect material misstatement and loss. Nothing has come to the attention of the executive committee to indicate that any material breakdown in the functioning of these controls, procedures and systems has occurred during the year under review.

The financial statements have been prepared on the going concern basis, since the executive committee has every reason to believe that the association has adequate resources in place to continue in operation for the foreseeable future.

The annual financial statements set out on pages 1 to 8 are the responsibility of the executive committee and have been approved for issue by the them on 02/08/2019 and are signed on their behalf by:

  
Chairperson

  
Treasurer



## **INDEPENDENT REVIEWER'S REPORT TO THE MEMBERS OF CAPE ST FRANCIS CIVIC ASSOCIATION**

### **Report on the financial statements**

I have reviewed the annual financial statements of Cape St Francis Civic Association, which comprise the report of the Executive Committee, the balance sheet as at 30 September 2018, the statement of income and retained earnings, the statement of changes in equity, a summary of significant accounting policies and other explanatory notes, as set out on pages 3 to 8.

### **Executive committees' responsibility for the financial statements**

The executive committee is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa, and for such internal control as the executive committee determines necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Independent Reviewer's responsibility**

My responsibility is to express a conclusion on the annual financial statements based on my review. I conducted my review in accordance with International Standards on Review Engagements (ISRE) 2400, Engagements to Review Financial Statements. ISRE 2400 requires me to conclude whether anything has come to my attention that causes me to believe that the financial statements, taken as a whole, are not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires me to comply with relevant ethical requirements.

A review of financial statements in accordance with ISRE 2400 consists primarily of making inquiries of management and others within the entity involved in financial and accounting matters, applying analytical procedures, and evaluating the sufficiency and appropriateness of evidence obtained.

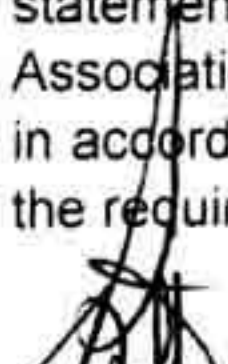
A review also requires performance of additional procedures when the practitioner becomes aware of matters that cause the practitioner to believe the financial statements as a whole may be materially misstated.

I believe that the evidence I obtained in my review is sufficient and appropriate to provide a basis for my conclusion.

The procedures performed in a review engagement are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing. Accordingly, we do not express an audit opinion on these financial statements.

### **Conclusion**

Based on my review, nothing has come to my attention that causes me to believe that the annual financial statements do not present fairly, in all material respects, the financial position of Cape St Francis Civic Association as at 30 September 2018, and its financial performance and cash flows for the year then ended in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa.

  
R P Smith

**South African Institute of Professional Accountants (3127)**

16/07/2019  
Date of report -



## CAPE ST FRANCIS CIVIC ASSOCIATION

### EXECUTIVE COMMITTEE REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2018

The executive committee has pleasure in submitting their report together with the audited annual financial statements for the year ended 30 September 2018.

#### General review

Cape St Francis Civic Association is a non-profit service organisation, comprising voluntary membership offered to owners of fixed property situated within the village of Cape St Francis.

#### Statements of responsibility

The executive committee is responsible for the maintenance of adequate accounting records and the preparation and integrity of the financial statements and related information.

The honorary external accounting officer is responsible to report on the fair presentation of the financial statements. The financial statements have been prepared in accordance with International Financial Reporting Standard for Small and Medium-sized Entities, and in the manner required by the Companies Act, 2008.

The executive committee is also responsible for the association's system of internal financial controls. This is designed to provide reasonable, but not absolute, assurance as to the reliability of the financial statements, and to adequately safeguard, verify and maintain accountability of assets, and to prevent and detect misstatement and loss. Nothing has come to the attention of the executive committee to indicate that any material breakdown in the functioning of these controls, procedures and systems has occurred during the year under review.

The financial statements have been prepared on the going concern basis, since the executive committee has every reason to believe that the association has adequate resources in place to continue in operation for the foreseeable future.

These financial statements will be presented at the annual general meeting for the approval of the members. It is possible that amendments may be required prior to members' approval being given.

#### Financial results

The results of the association for the year under review are fully set out in the attached financial statements and require no further comment.

#### Post balance sheet events

No material fact or circumstance, which requires comment, has occurred between the accounting date and the date of this report.

#### Directors and secretary

The executive committee at the date of this report were as follows:

Mr Dane Shaw	Chairperson	
Mr Craig Jarvis	Vice-Chairperson	
Mr Hayd Holmes	Secretary	
Mr Jal Rigaard		
Mrs Antoinette Grundling	Memberships	
Mr Mickey Lindsay		(resigned 26 April 2018)
Mr Sean Scelton		

The address of the secretary is as follows:

P O Box 364  
St Francis Bay  
6312

#### Honorary auditor

Rodney Smith will continue as honorary auditor for the forthcoming year.

**CAPE ST FRANCIS CIVIC ASSOCIATION**

**BALANCE SHEET  
AT 30 SEPTEMBER 2018**

	<b>Notes</b>	<b>2018 R</b>	<b>2017 R</b>
<b>ASSETS</b>			
<b>Non-current assets</b>		9,282	15,289
Property, plant and equipment	3	9,282	15,289
<b>Current assets</b>		46,821	39,530
Bank, cash and cash equivalents	4	46,821	39,530
<b>Total assets</b>		<u>56,103</u>	<u>54,819</u>
<b>EQUITY AND LIABILITIES</b>			
<b>Equity</b>		52,503	54,819
Retained earnings		52,503	54,819
<b>Current liabilities</b>		3,600	-
Trade and other payables		3,600	-
<b>Total equity and liabilities</b>		<u>56,103</u>	<u>54,819</u>

**CAPE ST FRANCIS CIVIC ASSOCIATION**

**DETAILED INCOME STATEMENT FOR THE YEAR ENDED  
30 SEPTEMBER 2018**

	<b>2018</b>	<b>2017</b>
	<b>R</b>	<b>R</b>
Revenue	113,290	74,357
Membership Income	68,550	28,600
Beach, Village & Road Cleanups A Kilpatrick Fund	-	14,950
Maintaining POS Des Green Fund	-	13,280
Conservation of CSF Facilities Fund	-	1,560
Donations Income	37,240	15,967
Special Projects - Cameras	7,500	-
	<u>113,290</u>	<u>74,357</u>
Gross profit	113,290	74,357
Other income	1,373	1,609
Interest on bank accounts	<u>1,373</u>	<u>1,609</u>
Total Income	<u>114,663</u>	<u>75,966</u>
Operating expenses	116,979	54,420
Special Project - Cameras	7,500	-
Bookkeeping fees	3,200	-
Other	-	565
Newsletter and signage	2,990	-
Bank Charges	1,678	1,498
Depreciation	6,007	6,007
Conservation of CSF - Maintenance and improvements	3,600	3,580
Beach, Village & Roads: Keeping Clean and Green	91,267	39,770
Lifeguards	737	3,000
	<u>116,979</u>	<u>54,420</u>
<b>(Loss) / profit before taxation</b>	<u>(2,316)</u>	<u>21,546</u>
<b>Net (loss) / profit for the period</b>	<u><u>(2,316)</u></u>	<u><u>21,546</u></u>

# CAPE ST FRANCIS CIVIC ASSOCIATION

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 SEPTEMBER 2018

	Retained earnings R	Total R
Balance at 30 September 2016	33,273	33,273
Net profit for the period	21,546	21,546
	<hr/>	<hr/>
Balance at 31 September 2017	54,819	54,819
Net loss for the period	(2,316)	(2,316)
	<hr/>	<hr/>
Balance at 30 September 2018	<u>52,503</u>	<u>52,503</u>



NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED  
30 SEPTEMBER 2018

1. General information

Cape St Francis Civic Association is a non-profit service organisation, comprising voluntary membership offered to owners of fixed property situated within the village of Cape St Francis.

2. Basis of preparation and accounting policies

The basis of preparation and principal accounting policies of the association, are consistent in all material respects with those applied in the previous year, except as otherwise indicated.

*Basis of preparation*

The financial statements have been prepared on the historical cost basis. The financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa.

*Revenue*

Revenue comprises membership contributions and sundry donations received.

3. Property, plant and equipment

	2018			2017		
	Cost R	Accum. deprec / impair. R	Carrying value R	Cost R	Accum. deprec / impair. R	Carrying value R
Firefighting equipment	25,300	(16,018)	9,282	25,300	(10,011)	15,289
	<u>25,300</u>	<u>(16,018)</u>	<u>9,282</u>	<u>25,300</u>	<u>(10,011)</u>	<u>15,289</u>

The carrying amounts for 2018 can be reconciled as follows:

	Carrying value at beginning of year	Additions	Disposals	Other	Deprec. / impairment	Carrying value at end of year
	R	R	R	R	R	R
Firefighting equipment	15,289	-	-	-	(6,007)	9,282
	<u>15,289</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(6,007)</u>	<u>9,282</u>

2018  
R

2017  
R

4. Bank, cash and cash equivalents

Bank and cash balances at year end comprise:

Petty cash	1,155	1,155
Current account	16,831	10,913
Funds on call	28,835	27,462
	<u>46,821</u>	<u>39,530</u>

# CAPE ST FRANCIS CIVIC ASSOCIATION

## NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2018

### 5. Taxation

Amendment to Income Tax legislation during 2005 required associations such as yours to comply with certain stipulations, and to register with the SA Revenue Services. This amendment set out the rules in terms of which not-for-profit organisations could maintain their tax exempt status on certain categories of income, and under certain guidelines. Your association was not aware of these legislative changes, and when the executive committee became aware of the requirements, took immediate and conclusive steps by communicating with the SA Revenue Services, and by submitting the required application. In order to comply it has also been necessary to redraft the constitution.

Although the failure to register could have resulted in the interest income earned having been subject to income tax, the revenue authorities are sympathetic and there is currently no reason to believe that income tax will be charged.

Therefore no provision for taxation has been made in these financial statements.