



ANNUAL REPORT
2021/2022

United Service Club Ltd.

Website: unitedserviceclub.wildapricot.org 55 Watt Street, Newcastle NSW 2300

TABLE OF CONTENTS

NOTICE OF MEETING _____	3
AGENDA _____	4
Minutes Of The 94th Annual General Meeting _____	5
President’s Report _____	11
Secretary’s Report _____	12
Directors Report _____	13
FINANCIAL STATEMENTS _____	16
Contents Page	
Profit & Loss Statement _____	1
Balance Sheet _____	3
Notes to Financial Statements _____	5
Directors Declaration _____	7
General Resolutions _____	25
Disclosures _____	26
Notes _____	28

UNITED SERVICE CLUB LTD

ABN: 17 001 066 520

NOTICE OF ANNUAL GENERAL MEETING

The 95th Annual General Meeting of the United Service Club will be held in the upstairs lounge, 55 Watt Street Newcastle NSW 2300 on Friday the 29th of April 2022 commencing at 6pm.

Ordinary Business

1. To receive and consider the Minutes of the Annual General Meeting of the Club, held on the 16th April 2021.
2. To receive and consider reports of the Board.
3. To receive and consider the Statement of Accounts and Directors reports for the year ended 31 January 2022.
4. To deal with any business of which due notice has been given in writing.
5. To deal with all business and notices of motion which shall be handed to the Company Secretary at least twenty-one (21) days prior to the date of the Annual General Meeting.
6. To consider the engagement of an auditor for year ending 31 January 2023.

By Order of the Board.



Jason Gladys
Honorary Secretary

AGENDA

The 2021/2022 Annual General Meeting
of the United Service Club
Upstairs Lounge, 55 Watt Street, Newcastle NSW
2300 on Friday 29th April 2022 commencing at
6.00pm.

1. President welcomes members in attendance.
2. Apologies
3. Reading of the Notice convening the meeting
4. Minutes of the last AGM: 16th Apr 2021
 - a. Business Arising
5. President's Report
6. Secretary's Report
7. Statement of Accounts - Treasurer
8. General Business
9. Election of Officers for 22/23
10. Date of next AGM:
11. Closure

Minutes of the 94th Annual General Meeting held on 16th April 2021 at 55 Watt Street, Newcastle 2300

Directors Present:

1. Ernie Thirkell - President
2. Simon Macks - Vice President
3. Jason Gladys - Honorary Secretary
4. Joel Griffiths - Honorary Treasurer
5. Andrew Hill - Honorary Assistant Secretary
6. Phillip Screen - Director
7. James Wallace - Director
8. David Thomas - Director

Members In Attendance:

1	J. Gladys	14	S. Macks
2	E. Thirkell	15	W. Morris
3	J. Griffiths	16	D. Thomas
4	G. Thirkell	17	J. Gillard
5	M. Lees	18	J. Smith
6	R.F Lees	19	A. Hill
7	D. Foote	20	S. Gladys
8	R. Millbank	21	L. Rolff
9	J. Wallace	22	L. Rolff
10	G. Neighbour	23	A. Gladys
11	M. Laidler	24	.A. Kildey
12	K. Laidler	25	S. Rapley
13	M Guyder	26	D. Butcher

1. Welcome

The President, Mr Ernie Thirkell, stated, I note that the time is 1805hrs, that due notice of the meeting has been given and that a quorum is present. I now declare that the 94th Annual General Meeting of the United Service Club Ltd is now open.

The Chairman asked for all those present to please be upstanding and join me in observing a minutes silence for absent comrades.

The Chairman then called on the Honorary Secretary to read the apologies sent from members unable to attend today's meeting.

2. Apologies

The Secretary advised of the following apologies.

1	Mr John Van Homrigh	6	Mr Mark Ramsland
2	Ms Lyn Van Homrigh	7	Dr Colin James
3	Mr Ross Proctor	8	Mr Brett Hodgetts
4	Mr Greg Tyler	9	Ms Ashleigh Mayers
5	Ms Kacee Nelson	10	Mr J. Finch
		11	Mrs S. Finch

3. Reading of the Notice Convening the Meeting

The President stated that the notice of meeting was posted and/or emailed to all members. The President then called on the Honorary Secretary to read the Notice of Annual General Meeting that was distributed which was completed.

The President put the motion to those members present (to vote on a show of hands), "That the Notice Convening the Meeting had been read".

On calling for a show of hands the President declared the motion carried.

4. Minutes of the 93rd Annual General Meeting:

The President stated that the minutes of the previous Annual General Meeting held on 22nd Jan 2021 (delayed due to covid), were distributed via email to all members as part of the Annual Report. The President asked if any member present would like the minutes read aloud. No member present wished for this to occur.

The President stated "I now call for someone who was present at that meeting, to move that the minutes distributed be accepted as a true and accurate record of that meeting"

Moved: Mr Roland Millbank

Seconded: Mr John Gillard

By show of hands; Motion Carried.

4a. Business Arising from the previous meeting:

Nothing Significant to Report

5. Presidents Report:

The President Mr Ernie Thirkell, stated “My Presidents report that was part of the Annual Report 2020/2021 was distributed via email to all members. By show of hands who wishes me to read the report?” Members declined the offer.

The President stated “I will now move that the President’s report for 2020/2021 be accepted”

Moved: Mr Ernie Thirkell

Seconded: Mr Matt Guyder

By show of hands; Motion Carried.

6. Secretary’s Report

The Secretary stated “The Secretary’s report was part of the Annual Report 2020/2021 that was distributed via email to all members. By show of hands who wishes me to read the report?” Members declined.

“Are there any questions in relation to the report I provided in the USC Annual Report 2020/2021?” There were no questions from the floor.

“I will now move that the Secretary’s report for 2020/2021 be accepted”

Moved: Jason Gladys - Secretary

Seconded: Mr James Wallace

By show of hands; Motion Carried.

7. Directors Report

The President called on the Secretary and Treasurer to deliver the directors report.

The Directors Report was part of the Annual Report that was distributed via email to all members. No one wished the report to be read.

Mr Roland Millbank asked a question in relation to why one of the Directors had only attended one meeting over the year. The Treasurer explained that this was due to work commitments and Army Reserve service that precluded the individual attendance. It was also noted that the Director in question had attended at other times to assist with functions and other operational tasks of the Club.

As there were no other questions in relation to the report, the Treasurer moved “that the Directors Report for 2020/2021 be accepted”.

Moved: Joel Griffiths - Treasurer

Seconded: Simon Macks

By show of hands; Motion Carried.

8. Statement of Accounts

The President stated "I now call on the Treasurer to deliver his report including the statement of accounts".

The Treasurer advised that the financial statements and accompanying notes are in the annual report.

He stated that we did quite well considering the covid shutdown.

We did manage to get some ATO subsidies during the period. Job Keeper - which kept Cath and Pat paid, and the cash flow boost grant.

Rates: our rates are still a bad but unavoidable cost. We will continue to push back on council to reduce the rates if possible.

The Treasurer noted we had a net profit of \$21,000 for the year. This was after we had the bar renovation, more roof works and a brand new coolroom installed. Members should note that we continue to put profits back into building maintenance.

At the end of January we had \$22,000 in the bank and are in a financially strong position to previous years.

The Treasurer asked if there were any questions in relation to the report and explanatory notes provided in the USC Annual Report 2020/2021.

As there were no further questions, the Treasurer moved that his report for 2020/2021 be accepted.

Moved: Mr Joel Griffiths - Treasurer

Seconded: Dr Dick Lees

By show of hands; Motion Carried.

9. Special Resolution: Amendment to Constitution

The President stated "We will now move onto the next item on the Agenda, the Special Resolution. As it is a Special Resolution, members need to be advised of the need for a 75% majority to pass. I now call on the Secretary to read the Special Resolution."

The Secretary read aloud the Special Resolution.

The President invited comments from the floor, for or against the resolution.

The President then called for a vote to be conducted by way of a 'show of hands'

By show of hands; Motion Carried 100%

10. General Business

a. General Resolution 1: Treasurer Honorarium;

The Secretary read the General Resolution in full and moved; "That the Honorary Treasurer be granted an honorarium equal to the value of \$2,000 for the period ending 31 January 2021, to cover the costs associated with the Club's financial reporting requirements."

Moved: Jason Gladys - Secretary

Seconded: Simon Macks - Vice President

By show of hands; Motion Carried.

b. General Resolution 2: Membership Fees

The President discussed the need to review the membership fees of the USC. We anticipate that more members will renew their fees at the reduced rate and it will entice new members. Following a brief discussion, the President proposed that the resolution as written be adopted. "That the Membership fees of the United Service Club Ltd be set at the following rate, with effect from the 1st of February 2022. There are no sub-category discounts.

- Ordinary Members - \$50.00 per financial year
- Associate Members - \$60.00 per financial year"

Moved: Mr Ernie Thirkell - President

Seconded: Mr James Wallace - Director

By show of hands; Motion Carried.

c. The President opened the floor for any questions.

- Dr R. Lees asked if we are getting a decent return on our carparking leases.
 - The Secretary advised that we have had an increase in car parking fees that has helped. We are constantly asked if we have spaces available. Recently keyed bollards were installed in each of the undercover carparks to ensure that our tenants have the space available to them. A spare key for these bollards is held by the front desk at Ramsland Laidler Solicitors just in case.
 - Another question was asked in regards to dual occupancy of the carparks, as most are used by 9-5 workers. Secretary advised that this was too problematic to police and ensure availability unless we had a carpark attendant on site.

d. Auditor: Potential cost of \$3-4k. With the type and level company that we are, we don't need to do it as per ASIC. All agreed to defer for another 12 months and revisit at the next AGM.

11. Date of next AGM

The President thanked everyone present for their input

The Secretary advised that the next AGM will be held in late April 2022 to cover the financial year ending 31 Jan 2022 at a date to be advised.

12. Closure

The President thanked all members for their attendance and patience in attending tonight's meeting and stated "I note that the time is 7.20pm and declare the 94th Annual General Meeting of the United Service Club closed. Please join me and the rest of the board members in the bar for a refreshment".

(Original Signed)

Ernie Thirkell

President

May 2021

(Original Signed)

Jason Gladys

Secretary

May 2021

President's Report Ernie Thirkell

Welcome to the 95th Annual General Meeting of the United Service Club, Newcastle. Thank you for making the effort to attend.

I want to thank the Directors who have held office since February 2021. There has been a lot of progress during their time at the helm.

The cancellation of Supercars hit us hard, but thanks to you, our members, we're still here.

You have helped your club to survive all of the Covid lockdowns and restrictions in a number of ways: Volunteers have worked with staff and the board plus, members have brought friends along to support the club.

Importantly, your support for Our first Fundraising Cocktail Party made it a big success.

Our museum is important to us all and this board has made big progress in preserving it. We've now got a director in charge of our property and, a History Committee which is working overtime for you.

The Property Member, David Thomas, will give more details.

Our newsletter, 'Watt's Happenings' deserves a mention. It has a good balance of past and present club history and, information about our artefacts. Suggestions for making it even better are always welcome. Editor, Gloria Thirkell has been joined by Ivy-Rose Laidler as assistant editor. The editions for the first two years have been published as two, year books available in the club's library.

I will leave it to our Secretary Jason Gladys to tell you about the exciting progress in a couple of areas.

Ernie Thirkell
President USC

Secretary's Report (This report will cover the period from 31 Jan 2021 to 31 Jan 2022)

Jason Gladys

Members, once again I wish to express my sincere thanks to all of you that have so strongly supported our Club over, another extremely challenging year.

The year started off busy with the need to conduct two AGM's between January and April, with the requirement to "catchup" our AGM from 2020.

This year we have again teamed up with Blake from Lynch's Hub as our preferred caterer. Blake and his staff have been great supporters of the Club and will offer great prices for catering any function at the USC.

Throughout the year, we have tried to explore other options to expand our appeal to both new and existing members to increase attendance thus generating further income.

Since our second reopening after another series of lockdowns we have seen an increase in our bar trading, mainly due to your

continual support and the hosting of a few functions. Whilst our building & carpark rental income stream has remained steady,.

During the year we have again had to make some additional purchases, as well as some minor/major repairs and ongoing progressive maintenance.

Our fundraiser activity in May drew a great crowd and everyone that attended had an awesome time. Thanks to all the members and staff that helped make this night a spectacular success.

I also wish to express my thanks to all Directors of the Club, and especially Cath & Pat for their continual unwavering support over the past year, especially during the COVID period again.

It has, at times, been extremely busy, even with the shutdown.

We continue trying to improve our corporate governance overall throughout the year and improving services available to members and their guests.

I will reaffirm that I have again thoroughly enjoyed meeting you all throughout the year at the Club, both old and new members.

We will continue trying to improve things on your behalf to make your experience at your Club a bit more enjoyable.

I hope we can continue to gradually improve the facilities, hold memorable functions/events and support each other in the year ahead to advance our Club further.



Jason Gladys

Honorary Secretary

United Service Club Limited

ABN: 17 001 066 520

Directors' Report

31 January 2022

The directors' present their report on United Service Club Limited for the Club's fiscal year ended 31 January 2022.

Directors

The names of the directors in office at any time during the reporting period are:

Names

Ernie Thirkell

Simon Macks

Jason Gladys

Joel Griffiths

Andrew Hill

Phillip Screen

Brett Hodgetts

James Wallace

David Thomas

Directors have been in office since the start of the Club's fiscal year to the date of this report unless otherwise stated.

United Service Club Limited

ABN: 17 001 066 520

Directors' Report

31 January 2022

Principle activities

The principle activity of the United Service Club Limited during the fiscal year was to operate a registered club. The Club has continued to operate only two days per week, at times we were allowed due to State and Federal Government mandated closures due to the Covid-19 Pandemic.

Short term objectives

The Company's short term objectives are to:

- Continue to provide a safe and comfortable venue for our members and their guests to enjoy.
- Maintain the facilities in an acceptable manor, with minor improvements as required.
- Continue to improve the corporate governance of Club operation.

Long term objectives

The Company's long term objectives are to:

- Foster and maintain relationships with key stakeholders within our industry, eg Liquor & Gaming, NSW Police, Ex Service organisations.
- Improve facilities by conducting building maintenance and minor/major improvements.
- Expand our member base by offering First Responders membership options.
- Review and consolidate (if possible) major expenses, eg insurance.
- To remain an attractive venue for serving and ex serving members of the ADF and their guests and supporters.

Meetings of directors

During the financial year (31 Jan 2021 - 31 Jan 2022), seven (7) meetings of directors (including committees of directors) were held. Meetings were reduced over the period due to Covid-19 closures. Attendance by each director during the year were as follows:

Directors' Meetings		
	Number eligible to attend	Number attended
Ernie Thirkell	7	7
Simon Macks	7	5
Jason Gladys	7	7
Joel Griffiths	7	7
Andrew Hill	7	7
Phillip Screen	7	7
Brett Hodgetts	7	2
James Wallace	7	5
David Thomas	7	7

Signed in accordance with a resolution of the Board of Directors:

Director: 

Dated 31 March 2022

Director: 

Dated 31 March 2022

United Service Club Limited

FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31 JANUARY 2022

UNITED SERVICE CLUB LTD

ABN: 17 001 066 520

CONTENTS

For the Year Ended 31 January 2022

Financial Statements	Page
Profit & Loss Statement	1
Balance Sheet	3
Notes to the Financial Statements	5
Directors' Declaration	7

United Service Club Ltd

ABN: 17 001 066 520

Profit & Loss Statement

For the year ended 31 January 2022

	2022	2021
	\$	\$
Income		
Bar Trading & Functions	54,853	32,974
Dividends Public Companies	1,884	895
Interest Received	1	5
Rents Received - Building	35,051	38,283
Rents Received - Parking	52,263	45,396
Subscriptions	10,284	9,828
Sundry Income - Government Assistance	20,250	44,000
	<hr/> 174,587	<hr/> 171,381
Less: cost of sales		
Opening inventories	7,809	7,992
Purchases	38,276	36,604
Closing inventories	(6,344)	(7,809)
	<hr/> 39,741	<hr/> 36,787
Less: direct costs		
Superannuation	3,145	2,556
Wages	33,436	48,106
	<hr/> 36,581	<hr/> 50,661
Gross profit from trading	<hr/> 98,265	<hr/> 83,933
Expenses		
Bank Charges	1,581	1,487
Cleaning	4,148	4,088
Depreciation	8,021	5,639
Electricity & Gas	5,411	6,395
Filing Fees	724	51
Insurance	15,955	14,806
Interest	1,070	1,193
Leasing Charges - Ice Machine	1,073	1,129
Licences & Fees	556	-
Loss on Sale of Fixed Assets	-	962
Printing & Stationery	1,160	316
Professional Fees	2,000	2,000
Rates	24,907	18,846
Repairs & Maintenance	4,463	2,031
Security	1,277	850
Subscriptions	3,495	2,826
Telephone	62	106

The accompanying notes form part of these financial statements.

United Service Club Ltd

ABN: 17 001 066 520

Profit & Loss Statement

For the year ended 31 January 2022

	2022	2021
	\$	\$
	<u>75,903</u>	<u>62,726</u>
Net profit	22,362	21,207
Retained earnings at the beginning of the financial year	25,392	4,185
Retained earnings at the end of the financial year	<u><u>47,755</u></u>	<u><u>25,392</u></u>

The accompanying notes form part of these financial statements.

United Service Club Ltd

ABN: 17 001 066 520

Balance sheet

For the year ended 31 January 2022

	2022	2021
	\$	\$
Current assets		
Cheque Account	7,466	10,725
Business One Account	1,799	801
Cash Reserve Account	30,000	11,002
Paypal Account	2,407	-
Community Solutions Account	3,890	1,180
Cash on Hand	800	800
Trade Debtors	-	150
Stock on Hand - at Cost	6,344	7,809
Prepayments	1,333	5,577
Total current assets	54,039	38,044
Non-current assets		
Land & Buildings - at Valuation	1,750,000	1,750,000
Building Improvements - at Cost	90,821	86,103
Less: Accumulated Depreciation	(36,414)	(32,464)
Plant & Equipment - at Cost	28,973	25,981
Less: Accumulated Depreciation	(18,054)	(15,402)
Furniture & Fittings - at Cost	28,999	25,226
Less: Accumulated Depreciation	(20,698)	(19,279)
Shares in Public Companies	38,885	33,846
Total non-current assets	1,862,512	1,854,011
Total assets	1,916,552	1,892,054
Current liabilities		
Trade Creditors	5,621	5,791
Other Creditors	1,531	1,197
Loan - Insurance Premium Funding	-	5,810
Income Received in Advance	7,673	1,746
Accrued Expenses	-	4,896
GST Liability	2,707	997
Total current liabilities	17,532	20,436
Total liabilities	17,532	20,436
Net assets	1,899,020	1,871,618

The accompanying notes form part of these financial statements.

United Service Club Ltd

ABN: 17 001 066 520

Balance sheet

For the year ended 31 January 2022

	2022	2021
	\$	\$
Equity		
Asset Revaluation Reserve	1,770,727	1,765,688
Capital Profits Reserve	80,538	80,538
Retained earnings	47,755	25,392
Total equity	<u><u>1,899,020</u></u>	<u><u>1,871,618</u></u>

The accompanying notes form part of these financial statements.

United Service Club Ltd

ABN: 17 001 066 520

Notes to the financial statements

For the year ended 31 January 2022

The financial statements cover the activities of United Service Club Ltd and have been prepared for the benefit of the members.

Comparatives are consistent with prior years, unless otherwise stated.

1 Basis of preparation

The company is non-reporting since it is a small company limited by guarantee and not required to produce general purpose financial statements as it has not been directed by ASIC or members.

These special purpose financial statements have been prepared for the benefit of members of the United Service Club Ltd in accordance with the significant accounting policies described below and do not comply with any Australian Accounting Standards unless otherwise stated.

The financial statements have been prepared on an accruals basis and are based on historical costs modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

Significant accounting policies adopted in the preparation of these financial statements are presented below and are consistent with prior reporting periods unless otherwise stated.

2 Summary of significant accounting policies

Revenue and other income

Sale of goods

Revenue is recognised on transfer of goods to the customer as this is deemed to be the point in time when risks and rewards are transferred and there is no longer any ownership or effective control over the goods.

Goods and services tax (GST)

Revenue, expenses and assets are recognised net of the amount of goods and services tax (GST), except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST.

Cash and cash equivalents

Cash and cash equivalents comprises cash on hand, demand deposits and short-term investments which are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

United Service Club Ltd

ABN: 17 001 066 520

Notes to the financial statements

For the year ended 31 January 2022

Property, plant and equipment

Plant and equipment is carried at cost less, where applicable, any accumulated depreciation. Land & Buildings is carried at valuation.

Depreciation

Property, plant and equipment, excluding freehold land, is depreciated over the assets useful life to the company, commencing when the asset is ready for use.

At the end of each annual reporting period, the depreciation method, useful life and residual value of each asset is reviewed. Any revisions are accounted for prospectively as a change in estimate.

Inventories

Inventories are measured at the lower of cost and net realisable value. Cost of inventory is determined using the first-in-first-out basis and is net of any rebates and discounts received. Net realisable value is estimated using the most reliable evidence available at the reporting date and inventory is written down through an obsolescence provision if necessary.

United Service Club Ltd

ABN: 17 001 066 520


Directors' declaration

The directors have determined that the company is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies described in Note 2 to the financial statements.

The directors of the company declare that:

1. The financial statements and notes present fairly the company's financial position as at 31 January 2022 and its performance for the year ended on that date in accordance with the accounting policies described in Note 2 to the financial statements;
2. In the directors' opinion there are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

This declaration is made in accordance with a resolution of the board of directors.

Director 
Director 

Dated *31 March 2022*

GENERAL RESOLUTIONS

General Resolution 1

“That the Honorary Treasurer be granted an honorarium equal to the value of \$2,000 for the period ending 31 January 2023, to cover the costs associated with the Club’s financial reporting requirements.”

Proposed by: Jason Gladys, Hon Secretary

United Service Club Limited

ABN: 17 001 066 520

DISCLOSURES

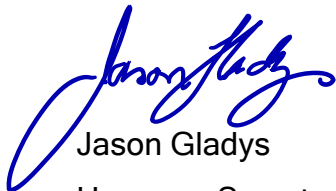
In accordance with the Registered Clubs Regulation 2015, Schedule 2 Registered Clubs Accountability Code (hereafter referred to as the Code), the following information is provided to members of United Service Club Limited for the period ended 31 January 2022.

Pursuant to Clause 9, subclause (2), of the Code the following information is to be made available to members:

- (a) Disclosures made to the Club under Clause 8 of the Code during the reporting period, being;
 - i. Any material personal interest that the director has in a matter relating to the affairs of the Club,
 - ii. Any personal or financial interest of the director or top executive in a contract relating to the procurement of goods or services or any major capital works of the Club,
 - iii. Any financial interest of the director or top executive in a hotel situated within 40 kilometers of the Club's premises,
 - iv. Any gift valued at \$1,000 or more, or any remuneration of an amount of \$1,000 or more, received by the director, top executive or employee from an affiliated body of the Club or from a person or body that has entered into a contract with the Club.
- (b) Details of any overseas travel during the reporting period by a director or employee of the Club in the person's capacity as a director or employee, including any costs wholly or partly met by the Club in relation to that travel,
- (c) Details of any loans over \$1,000 to an employee of the Club during the reporting period, including the amount of the loan and the interest rate (if any),
- (d) Details of any contract of employment with a top executive of the Club approved during the reporting period,
- (e) Details of any consultancy during the reporting period costing more than \$30,000, including the name of the consultant, the consultancy fee and the nature of the services provided by the consultant,

- (f) The total amount paid to consultants during the reporting period (excluding those amounts required to be included under paragraph (e)),
- (g) Details of any legal settlement paid to a director or employee of the Club during the reporting period and any associated legal fees paid by the Club, unless the disclosure would breach any confidentiality agreement reached by the Club,
- (h) Details of any legal fees (not referred to in paragraph (g)) paid by the Club during the reporting period on behalf of a director or employee of the Club,
- (i) The amount allocated by the Club during the reporting period to community development and support under the ClubGRANTS scheme,
- (j) The total amount of gaming machine profits from the operation of gaming machines during the gaming machine tax period relating to the reporting period.

I, Jason Edward Gladys, Honorary Secretary of United Service Club Limited, do hereby declare that zero disclosures or details have been provided to me by any director or employee in accordance with the Code and the above paragraphs (a) through (j).



Jason Gladys
Honorary Secretary
United Service Club Limited

Dated: *31 March 2022*

NOTES

NOTES