

Annual Report 2025.

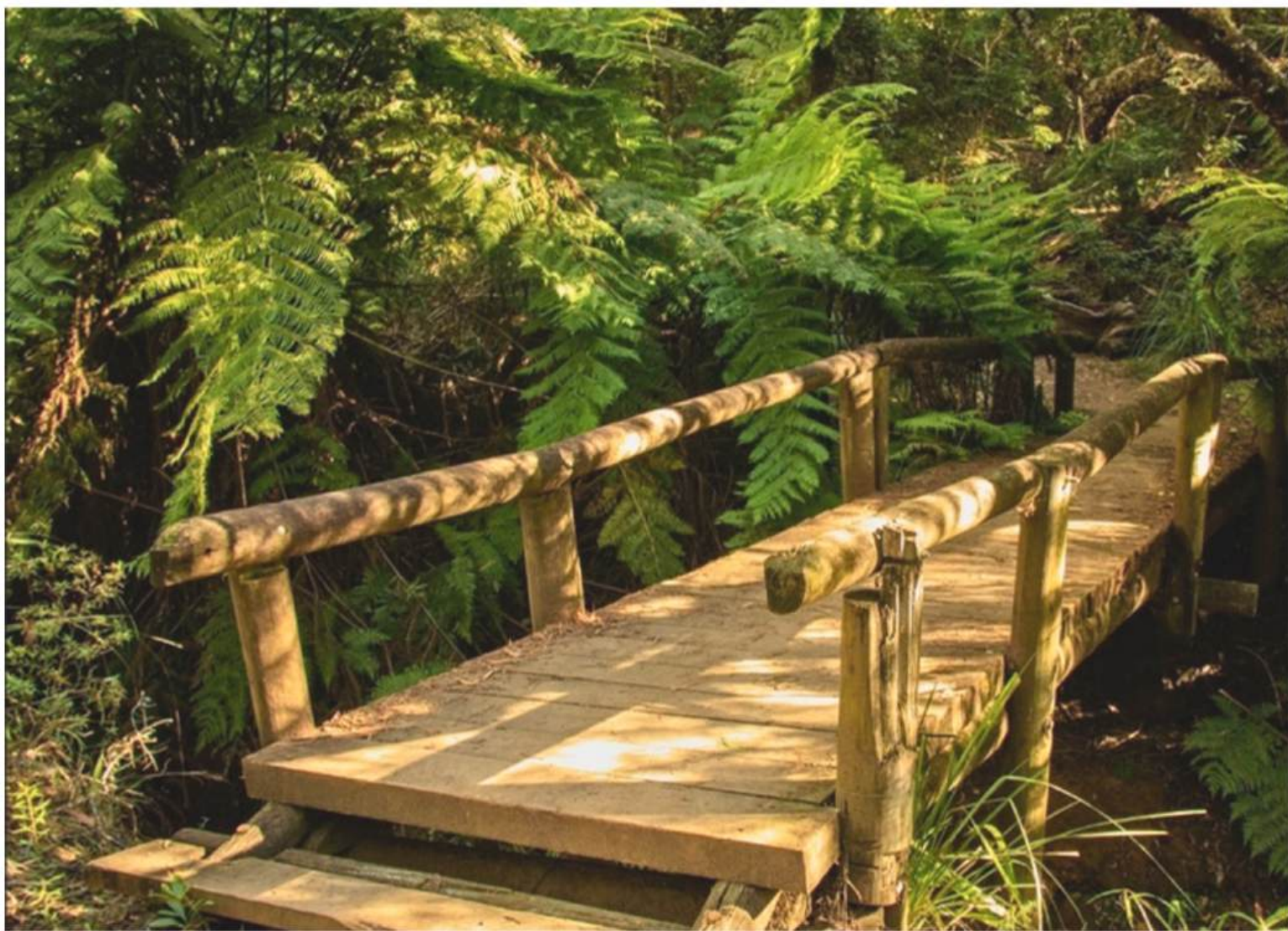


*connect,
learn
& share*



**LEONGATHA
COMMUNITY
HOUSE**

Acknowledgement.



Through our commitment to reconciliation, Leongatha Community House acknowledges the Australian Aboriginal and Torres Strait Islander peoples as the first inhabitants of the nation and the traditional custodians of the lands where we live, learn and work.

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Funders, Supporters & Partners.



yooralla

Leongatha Community Hub



CWA Outrim



Neighbourhood Houses Gippsland

Leongatha Community Garden



Donation for Community
Bus from Leongatha Church



Hearing Australia



South Gippsland
Shire Council
Come for the beauty, Stay for the lifestyle



Agenda.

DATE: MONDAY NOVEMBER 2025
TIME: 3:30PM
OPEN MEETING

ACKNOWLEDGEMENT OF COUNTRY.

PRESIDENTS WELCOME.

MEMBERSHIP REGISTER.

Confirmation of quorum.

APOLOGIES.

MINUTES OF 2024 AGM.

PRESIDENTS REPORT.

MANAGERS REPORT.

TREASURERS REPORT - FINANCIAL STATEMENT

SPECIAL RESOLUTION.

Constitutional changes Please see attached proposed changes to constitution.

Agenda.

NOTICE OF MOTION.

Motion to introduce a nominal membership fee to ensure all memberships are current and up-to-date. The fee proposed is \$3 a year. Any person who does not become a financial member can remain actively involved in Leongatha Community House activities, however does not retain voting rights at General Meetings.

ELECTION OF COMMITTEE FOR 2025-2026.

CLOSE MEETING.

LIGHT AFTERNOON TEA.

2024 Minutes.

Date: Thursday 7 November 2024

Time: 15:30

Location: Leongatha Community House
Annexe

Chair: Trevar Skillicorn-Chilver

Attendees:

Rebecca Arnason
Adam (Skii) Chilver-Skillicorn
Sherin Considine
Niki Curtis
Antoinette (Toni) Daniel
Shahin Hance
Gary Hudson
Sarah Hudson
Evelyn Lillie
Carol Sheehan
Trevar Skillicorn-Chilver
Lucinda Young

12 in attendance

Apologies:

Bailey Buchanan (proxy)
Annick Cedor
James Cordwell (proxy)
Nina Gurnett (proxy)

Janet Head
Shannon Noonan (proxy)
Maddison Peattie
Christine Perrett
Margie McGaw
Marg Steele

Heather Stone
Annie Trease
Chris Wakefield (proxy)

5 proxies

2024 Minutes.

Item	Details
Acknowledgement of Country	We acknowledge the Yallock Bulluk clan of the Bunurong nation, who are the traditional custodians of the land on which we meet, and pay our respects to the elders past, present and emerging. Sovereignty was never ceded, and this was, is, and always will be Aboriginal land.
Minutes of 2023 Annual General Meeting	2023 minutes were accepted with a note that the chair, Antoinette Daniel, was listed by her common name, Toni Daniel, at the top of the document, but her legal name was used in the list of attendees. Moved by Gary Hudson . Seconded by Adam Chilver-Skillicorn .
Membership Register	Trevar presented the register of members. 88 members are listed on the organisation's register. 12 members were in attendance, with a further 5 members providing proxies, making up more than the 10% required for a quorum.
President's Report	Trevar Skillicorn-Chilver presented his report. See meeting attachments.
Manager's Report	Rebecca Arnason presented a report prepared by both the incumbent manager Maddison Peattie, and herself. See meeting attachments.
Treasurer's Report	Adam Chilver-Skillicorn presented the Special Purpose Financial Report prepared with the assistance of auditor Lyndal MCKenzie of Cardell Assurance and Audit. See meeting attachments.
Election of Committee of Governance	<p>Gary Hudson volunteered to act as returning officer.</p> <p>Gary declared all committee positions declared vacant. Trevar thanked those committee members who have served during 2023-24 who were not standing for re-election:</p> <ul style="list-style-type: none"> ● Nina Gurnett ● Janet Head ● Gary Hudson ● David Newcombe ● Jessica Templeton <p>One nomination was presented for the role of president, from Trevar Skillicorn-Chilver. Gary declared Trevar elected to the position.</p> <p>One nomination was presented for the role of vice president, from Antoinette (Toni) Daniel. Gary declared Toni elected to the position.</p> <p>One nomination was presented for the role of treasurer, from Adam (Skii) Chilver-Skillicorn. Gary declared Skii elected to the position.]</p>
Meeting Closed	Meeting closed at 16:10

Managers Report.

What a year it's been!

Firstly, I'd like to thank Rebecca Arnason for stepping in as Manager while I was on maternity leave.

It's a complex role with many competing demands, so to step in for a short time and make such a positive impact is truly commendable.



Since returning in July, I've been so proud to see how the community bus has flourished. When we first secured funding for the bus, our vision was exactly what we're seeing now — a service that breaks down transport barriers and brings our community together. I feel incredibly lucky to manage a House that, for so many, really does feel like a second home.

I'd like to thank our outgoing Committee Trevar and Rosemary for their dedication and contribution over the past year. A special thank you to Trevar, who has done an outstanding job streamlining many of our governance processes. I'm confident the incoming Committee will bring fresh skills, perspectives, and experience to help guide us into the next chapter.

Lastly, I'd like to thank our amazing staff, volunteers, tutors, and, of course, our House users. Without you and your ongoing support, we wouldn't be able to operate at the standard we do today.

Maddison Redpath
Manager



Bus Events.

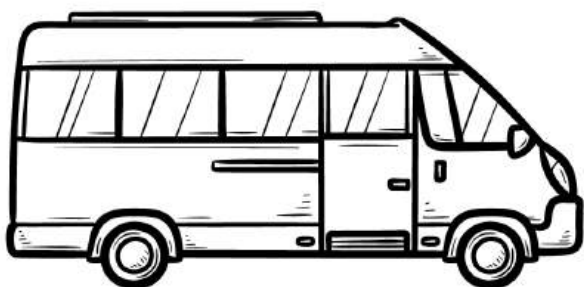
In 2025 the Community Bus has ventured across Victoria, taking our clients to the following venues & activities:

Yarram Murals - Twice
McClelland Sculpture Park & Gallery
Op Shops - 1 Tour each Term
Chuchill Island: Strawberry picking & Lunch
Lavender Garden
Dandenong Market - Three trips
Hills - Coastal Drive
NAIDOC Art Exhibition
Noojee Hotel
Prom Picnic
Robert Gordon & Berwick Pottery
Royal Standard Hotel: Toora
Tool Shed Bar and Bistro
Big Watermelon & Darrel Lea Outlet
Walhalla - Twice
Tyabb Packing House - Twice

Moorabin Air Museum
Morning Melodies at Lynbrook Hotel
Tesselar Tulip Festival
Alfred Nicholas Gardens
Bunjil Place "Dear Santa"
Dandenong Ranges Botanic Gardens
Elvis Tribute Show & Lunch
Christmas Light Tour
Melb Steam Train Traction Club
Queen Vic Market
Tooradin Luncheon Cruise
Dolphin & Whale Cruise
Emerald Lake
Fountain Gate - Twice
HMAS Base
KaBloom - Tesselar Tullip Festival
Moonlit Sanctuary

More than **387** people have attended a Community Bus Event this year.

The Wednesday Personal Bus Day has allowed 14 of our clients to access transport in Leongatha with the ability to travel across to Korumburra. To date, this bus service has been accessed over 150 times.



share the journey

Impact & Value.

Leongatha Community House 2024
Real Impact. Real Value.

INCOME: \$240, 337
VALUE: \$591, 205

This figure includes the value of:
Improved quality of life through social connection: \$346, 735
Volunteer contributions: \$173,087
Services provided: \$71,383

Service value includes:
Computer/internet usage: \$96
Facilities use or hire: \$41,280
Fee for service activities: \$30,007

This community value equates to:
\$2.46 for every \$1 of income
\$5.00 for every \$1 of Neighbourhood House Coordination Program funding
Over \$211.67 for every hour the Neighbourhood House is in use

Employment Value:
3.3 FTE jobs including 2.4 direct
& 0.9 indirect full time equivalent positions.

These values are produced by Neighbourhood Houses Victoria based on data provided by Leongatha Community House in the 2024 Neighbourhood Houses Survey. Only a limited range of activities where a determinable valuation method exists are included.

Outcomes of LCH.



In November 2024 people attending Neighbourhood Houses across Victoria were invited to complete a survey. This is what people at Leongatha Community House told us.

84
PEOPLE RESPONDED TO THE SURVEY

63%
MADE A FRIEND

Improve my job skills: 7%
Improve my health: 25%
Improve my personal wellbeing/confidence: 30%
Spend time with other people: 60%
Meet new people/Make friends: 45%
Help my community: 19%
Develop a new interest or activity: 29%
Improve my independence: 7%
Get practical support (e.g. food, clothing): 1%
Use a service: 12%
Feel safer or more secure: 11%

Respondents identified an average of 2.6 benefits from attending the Neighbourhood House. 44% became more involved in the community as a result of attending the Neighbourhood House.

Participating in an activity at a NHs had positive effects for most respondents:

- 98% improved physical wellbeing
- 100% improved emotional wellbeing
- 100% improved social connections
- 84% improved overall wellbeing outside the Neighbourhood House
- 78% stronger support networks
- 72% stronger sense of belonging to the community

Respondents went on to do other things as a result of participating in their Neighbourhood House:

Volunteering: 19%
Started TAFE/University/Other Education: 1%
Learned a new skill: 27%
Got a job: 3%
New career pathway: 1%
Made a friend: 63%
Other: 10%

Strategic Plan: 2025-2027

Our Values:



Our Vision:



**A thriving and
connected
community house.**

Our Purpose:



We provide an inclusive and supportive space for valued activities.

We create opportunities for connecting, learning and advocating by meaningfully engaging with community.

Strategic Plan: 2025-2027

Our Goals:

Build networks

- 1.1 Collaborate and build relationships with other groups and organisations
- 1.2 Scope services to assist with accessibility for community
- 1.3 Connect local organisations and services

Strengthen governance

- 2.1 Build a skilled and stable committee
- 2.2 Refine induction process
- 2.3 Refine minuting and task management
- 2.4 Conduct a skills audit
- 2.5 Refine the committee roles

Raise our profile

- 3.1 Refine the newsletter format
- 3.2 Invite people to attend network meetings
- 3.3 Maintain an up to date website
- 3.4 Utilise the Sentinel Times column
- 3.5 Maintain timely program distribution
- 3.6 Schedule regular social media posts
- 3.7 Increase emails to members and subscribers

Build social inclusion

- 4.1 Sustain a broad program
- 4.2 Ensure the sustainability of the community bus service
- 4.3 Build a strong volunteer base
- 4.4 Support initiatives to end gendered violence
- 4.5 Aspire to deliver programs that support and include CALD women, LGBTIQ+ folk, people with disability and young people

Strategic Plan Progress

Goal	Objectives	2025 Objectives	Progress
Goal 1: Build Networks	1.1 Collaborate and build relationships with other groups and organisations	Secure two new partnerships annually	New relationships have been developed with Saputo and the Local Learning and Employment Network (LLEN)
	1.2 Scope services to assist with accessibility for the community	Staff to complete accessibility service map by December 2025	Service map has not been commenced
	1.3 Connect local organisations and services	Manager to attend one external service network meeting quarterly	Manager attends NHG meetings, Partnership to Prevent Family Violence, and HomeMade
Goal 2: Strengthen Governance	2.1 Build a skilled and stable committee	Develop committee member survey to evaluate satisfaction and identify skills for development	Not commenced
	2.2 Refine induction process	Committee with assistance from Manager and to revise the committee induction process	Not commenced
	2.3 Refine minuting and task management	Recruit a secretary and introduce them to the developing process	Rosemary Boucher has undertaken this role throughout 2025
	2.4 Conduct a skills audit	Committee to conduct a skills audit in September prior to committee recruitment	Not completed
	2.5 Refine the committee roles	Committee members undertake professional development in governance and documentation	Retiring committee members completed this; incoming and ongoing members to pursue this further

Strategic Plan Progress

Goal	Objectives	2025 Objectives	Progress
Goal 3: Raise our profile	3.1 Refine the newsletter format	Manager or committee to complete by December 2025	New format should be ready to commence in January 2026
	3.2 Invite people to attend network meetings	Schedule two network meetings at Leongatha Community House	Not completed
	3.3 Maintain an up to date website	Review website service provision	Website updates are now handled internally
	3.4 Utilise the Sentinel Times column	Manager to complete or find volunteer	Sentinel Times has discontinued the column, but accept up to two program promos a week
	3.5 Maintain timely program distribution	New program to be printed by the last week each term	Programs are printed by the last week of each term; distribution is now handled by volunteers due to discontinuation of delivery service
	3.6 Schedule regular social media posts	Minimum of three posts each week	Posts have increased and scheduling is now in use
	3.7 Increase emails to members and subscribers	Build an email distribution list and format to integrate with newsletter by December 2025	Distribution list should be ready to commence in January 2026

Strategic Plan Progress

Goal	Objectives	2025 Objectives	Progress
Goal 4: Build social inclusion	4.1 Sustain a broad program	Introduce one new workshop or activity every term	New activities include: Market Day, Gippsland Southern Health Service Information Sessions, Reading Out of Poverty, and How of Power
	4.2 Ensure the sustainability of the community bus service	Seek and network with other sustainable regional community bus services, and implement refinements to the Leo Limo by December 2025	Work is ongoing to improve the sustainability of the bus service; expansion of the program and promotion have been successful this year and this remains a focus in 2026
	4.3 Build a strong volunteer base	Develop strategy for volunteer engagement	Strategy has not commenced, but volunteer program is operating well
	4.4 Support initiatives to end gendered violence	Support at least one initiative each term	Initiatives have only been found in term 4: 16 Days of Activism is underway in November
	4.5 Aspire to deliver programs that support CALD women, LGBTIQ+ folk, people with disability and young people	Trial delivery of one new program to a marginalised sector annually	No new programs this term. Programs that are currently available at LCH that target those demographics <ul style="list-style-type: none"> • PFQY • All Abilities Women's Group • All Abilities Hospitality

Gallery.



Financial Report.

LEONGATHA COMMUNITY HOUSE INC.
A0001136L

INCOME AND EXPENDITURE STATEMENT
FOR THE YEAR ENDED 30 JUNE 2025

	NOTE	2025	2024
INCOME			
DHS/NHCP funding		120,400	116,267
Donations:		19,775	11,205
- Community/public			
- Tea/coffee		82	135
Classes		34,992	30,007
Bus income		7,009	-
After school care		3,147	8,576
Room hire		12,584	11,819
Interest income		4,378	2,723
Grants:		9,054	3,889
- Neighbourhood House Vic			
- DFFH Victoria		-	50,000
- Good Things Foundation		631	-
ACFE		11,220	2,805
Sundry income		922	2,911
Total income		224,194	240,337
EXPENDITURE			
Advertising & marketing		787	693
Auditor review fee		2,000	1,600
Bank fees		131	185
Bookkeeping		3,400	3,280
Bus expenses		9,567	10,737
Catering		493	235
Cleaning expenses		1,477	3,311
Computer/IT expenses		4,789	4,166
Consultancy		1,920	-
Depreciation expense	3	10,997	10,394
Electricity expenses		3,090	2,709
Gardening		3,229	1,535
General repairs & maintenance		1,914	80
Gifts		67	870
Grant expenditure		353	-
House supplies		1,661	2,325
Insurance expense		600	513
Interest expense		286	276
Loss on disposal of assets	3	-	1,376
Miscellaneous expenses		20	-
Office supplies		2,197	4,633
Police checks		264	273
Program/events expenses		11,609	7,993
Rent/rates		985	1,408
Subscriptions/membership fees		1,771	4,227
Telephone expense		775	2,138
Travel expenses		28	1,422
Tutor fees		16,445	14,321
Payroll expenses:		160,789	139,174
- Wages & salaries			
- Paid Parental Leave rebate		(18,316)	(15,890)
- Workcover premium		1,831	1,053
- Superannuation		11,977	12,051
- Annual leave expense		5,422	2,381
- LSL expense		2,094	2,112
Total expenditure		244,652	221,581
Net surplus / (deficit) for the financial year		(20,458)	18,756

The accompanying notes form part of this financial report.

Financial Report.

LEONGATHA COMMUNITY HOUSE INC.
A0001136L

BALANCE SHEET
FOR THE YEAR ENDED 30 JUNE 2025

	NOTE	2025	2024
CURRENT ASSETS			
Cash on hand		-	70
Cheque account		33,940	13,851
Community card account		178	804
Bus account		9,831	9,289
Grant account		10,079	27,040
Term deposit # 1321		37,114	35,430
Term deposit # 0813		16,192	15,642
Term deposit # 9997		58,763	56,762
Total cash		166,097	158,888
Accounts receivable		788	12,227
Total receivables		788	12,227
TOTAL CURRENT ASSETS		166,885	171,115
NON-CURRENT ASSETS			
Property, plant & equipment	3	60,744	69,066
TOTAL NON-CURRENT ASSETS		60,744	69,066
TOTAL ASSETS		227,629	240,181
CURRENT LIABILITIES			
GST payable		3,265	6,302
PAYG withholding payable		6,110	4,728
Annual leave provision		10,399	4,977
Superannuation payable		3,110	3,167
Defibrillator loan	4	726	726
Attvest Finance		353	-
Unexpended funding (Good Things Foundation)		4,569	-
TOTAL CURRENT LIABILITIES		28,532	19,900
NON-CURRENT LIABILITIES			
Defibrillator loan	4	726	1,452
TOTAL NON-CURRENT LIABILITIES		726	1,452
TOTAL LIABILITIES		29,258	21,352
NET ASSETS		198,371	218,829
MEMBERS' FUNDS			
Opening accumulated surplus		218,829	200,073
Current year surplus / (deficit)		(20,458)	18,756
TOTAL MEMBERS' FUNDS		198,371	218,829

The accompanying notes form part of this financial report.

Financial Report.

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

NOTE 1: STATEMENT OF MATERIAL ACCOUNTING POLICIES

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the *Associations Incorporation Reform Act (Vic) 2012* and the *Australian Charities and Not-for-profits Commission Act 2012*. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on a cash basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

Accounting policies

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in this financial report.

- (a) Income tax**
The association is exempt from income tax due to the nature of its activities.
- (b) Inventories**
All costs except for fixed asset purchase are expensed at the date of purchase. No amount is brought to account for consumable stocks held on the balance day.
- (c) Plant and equipment**
Plant and equipment are recognised as an asset on a cost basis.
During the financial year depreciation commenced being calculated on all plant and equipment on a straight-line basis at rates of between 10 – 25% dependent on the effective life of the asset.
- (d) Leases**
Contracts are assessed at inception to determine if the contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. No right-of-use assets and corresponding lease liabilities have been recognised.

The short-term lease recognition exception is applied for short term leases (i.e., those lease that have a lease term of 12 months or less from the commencement date or where the lease term is not specified and does not contain a purchase option). It also applies the low-value assets recognition exemption to leases that are considered to be low value. Leases payments on short-term leases and leases of low-value assets are recognised as an expense on a straight-line basis over the lease term.
- (e) Employee benefits**
Provision is made for the association's liability for employee benefits arising from services rendered by employees to balance date. All employee benefits which are expected to be settled within one year and have been measured at their nominal amounts.
- (f) Revenue**
Revenue is recognised when the entity obtains control over the funds which is generally at the time of receipt.

Grant revenue is recognised as income when the entity obtains control of the grant, and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be reliably measured.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied and will be recorded as unexpended funding at year end.
- (g) Goods and Services Tax (GST)**
Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of the acquisition of the asset or as part of the item of expense.

Financial Report.

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2025

NOTE 2: RELATED PARTIES

Members of the committee receive no payment or other consideration for their services as committee members. Where a member of the committee is engaged to teach courses or to act in a managerial capacity that person receives no special advantage or other consideration when compared with other employees or tutors.

NOTE 3: PLANT & EQUIPMENT	2025	2024
Office equipment at cost	25,602	22,927
Computers at cost	12,104	12,104
Toyota Hiace Bus	63,902	63,902
Less: accumulated depreciation	(40,864)	(29,867)
Written down value at year end	60,744	69,066
		Plant & equipment
Movements in plant and equipment:		
Opening balance		69,066
Additions		2,675
Depreciation expense		(10,997)
Disposals		-
Closing balance		60,744

NOTE 4: DEFIBRILLATOR LOAN	2025	2024
Current	726	726
Non-current	726	1,452
Total	1,452	2,178

In July 2023 the association entered into a loan with Cardiac Defibrillators, for the purchase of an Automated External Defibrillator (AED).

The term of the loan is 4 years (48 months). Monthly repayments are \$60.50 with no interest is payable.

The current liability has been calculated on the basis of the required repayments to 30 June 2026.

NOTE 5: LEASE COMMITMENTS

The association operates from premises owned by the South Gippsland Shire Council for which an existing lease is in place. The existing lease expired on 30 June 2025 and is currently in the process of being renewed. It is expected there will be no significant changes in the terms of the lease, for which a below market rental of \$104 per annum is paid.

Financial Report.

LEONGATHA COMMUNITY HOUSE INC.
A0001136L

STATEMENT BY MEMBERS OF THE COMMITTEE
FOR THE YEAR ENDED 30 JUNE 2025

The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the committee, the financial report as set out on pages 2 to 5:

1. Presents a true and fair view of the financial position of Leongatha Community House Inc. as at 30 June 2025 and its performance for the year ended on that date in accordance with the accounting policies outlined in Note 1 to the financial statements.
2. At the date of this statement, there are reasonable grounds to believe that Leongatha Community House Inc. will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the committee and is signed for and on behalf of the committee by:



Trevor Alan Skillicorn-Chilver
President



Nina Gummett Ireland
Vice President



Adam Chilver-Skillicorn
Treasurer

18 November 2025