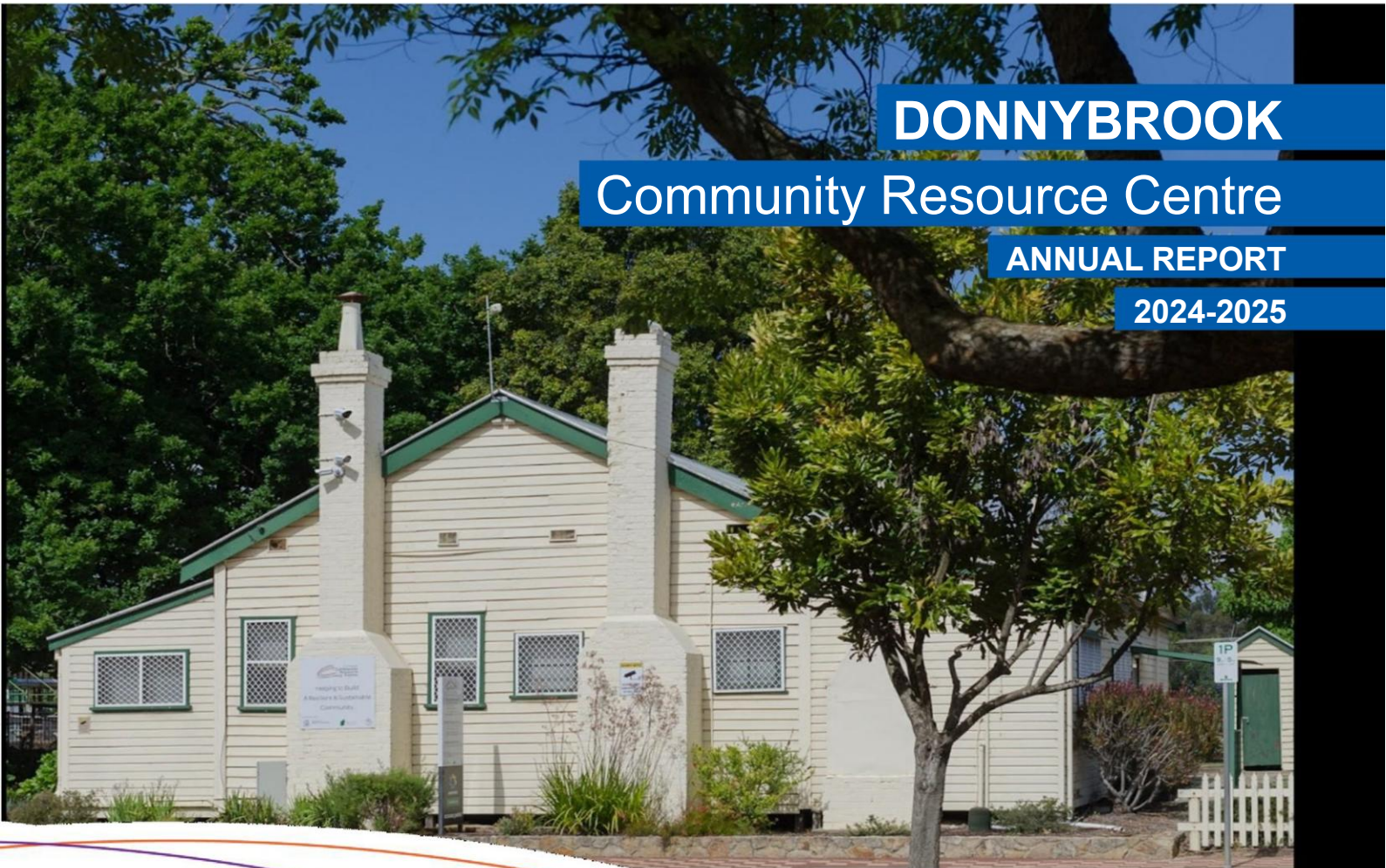


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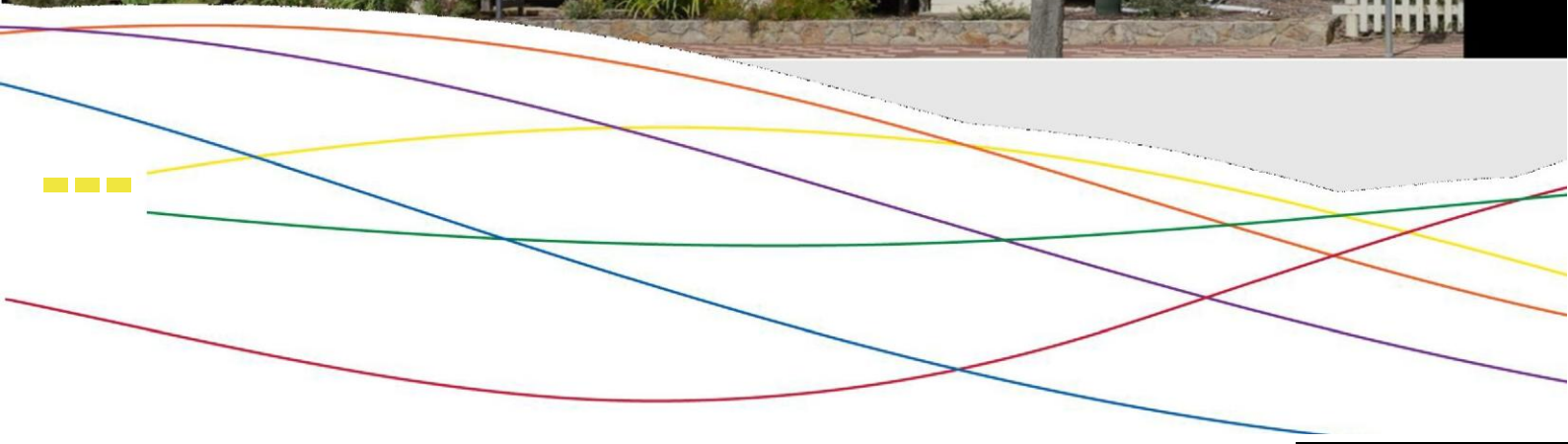


DONNYBROOK

Community Resource Centre

ANNUAL REPORT

2024-2025



Proudly supported by



Department of
**Primary Industries and
Regional Development**

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Who we are.

Donnybrook Community Resource Centre Inc. (DCRC) is a community owned and managed not-for-profit association working towards providing improved contracted services of a Business, Economic and Social Development nature within our community.

Our main funding is provided by a state government awarded contract through the Department of Primary Industries and Regional Development (DPIRD). Additional funding is gained through The Preston Press, 'user pay services' and one-off grants for specific projects. For this financial year the CRC engaged 1 full-time Manager (working 37.5 hours per week) 1 Assistant Manager (working 37.5 hours per week) and a Trainee working 37.5 hours per week. We also employ an Editor for the Preston Press newsletter for 56 hours per month. Working alongside the paid staff are our Volunteers who give their time so generously and for which we are forever grateful. All of this empowers the Donnybrook CRC to offer quality services to our community.

This year we applied for and received various grants to augment our services.

- A Shire Micro Grant for auspice groups such as the DBK Garden group and Women Leader Together group
- Volunteer Southwest grant for holding a Thank a Volunteer Day event.
- DPIRD grant for Technology and Innovation which was used for computer upgrades.
- DPIRD grant for Video Conferencing Services to update our video conferencing facilities.
- DPIRD technology computer upgrade grant
- International Day of People with Disability awareness event
- Grants from Bendigo Bank, DCRC, Lions Club of Donnybrook, Donnybrook Balingup Shire, and RAC for the Donnybrook Town Team project – Laneway Post Office.



We belong to many professional agencies including the network's peak body, Linkwest, and we are incorporated under the *Associations Incorporation Act 2015 (WA)*.

The members of the Donnybrook CRC association elect a Management Committee, all of whom are voluntary workers, who administer the management and governance of the organisation.

Our Values

- Community First
- Service Orientated
- Participation and Involvement
- Ethical and Professional
- Continuous Improvement

Our Vision



Building resilience and sustainability with members of our community, community groups, and businesses.

Our Mission



To develop and enhance community by providing educational, business, and personal opportunities, to the people of the Shire of Donnybrook / Balingup, thus improving capacity, resilience, wellbeing, and lifestyles.



What we do



Access to government services

- Access to local and state government information and services
- Video conference services
- Services Australia Centrelink Agent
- Information, displays and support for government agencies



Economic and business development support

- Traineeships, work-for-the-dole, work experience, and volunteer opportunities
- Referral services to business development and employment support services
- Facilitation of business development workshops, seminars, and initiatives
- Business support services and information



Social development support

- Referral services to social support agencies
- Facilitate social development activities, workshops, and initiatives.
- Provide information and support



Services and products

- Social conscience approach in providing access to services and products which have strong local demand but are not economically viable to deliver in a for-profit business model



Building community connections

- Communication strategies including our community newsletter, website, and social media.
- Community social events
- Engagement with community via surveys, group meetings and offering not-for-profit groups free membership

Chairperson's Report



Donnybrook the Gateway to the South West

This Annual Report for 2024-25 expresses a snapshot of the year's activities and events.

Our most significant funding comes from the Department of Primary Industries and Regional Development (DPIRD), and our staff continue to deliver the diverse services and outcomes required under our tender contract. The staffing profile comprises of Sue Martin (Manager) Ryan Burns (Assistant Manager), Shendelle Mullane (Preston Press Editor), newcomers Annabelle Stone (Trainee) and Rachel Atkinson (Assistant Editor Preston Press). Team leader, Sue works tirelessly to deliver great services and opportunities to our community and is ably supported by the other team members. I take this opportunity to thank them all for their dedication and commitment to the community.

Additionally, the Donnybrook CRC has a talented team of volunteers who offer their time and services unconditionally. Our ethos is about Building and Developing a Strong Community and the team strives to achieve this goal.

The Preston Press is a much-valued publication in the community. Although we lost some partnership funding from the Shire in 2024, we continue to deliver this outstanding publication to the community free of charge. I extend my thanks to our editor Shendelle Mullane whose skills, knowledge and connection to our community produces a very newsworthy publication. Sadly, we said goodbye to Sarah Hornsey who assisted with the editorial processes and writing articles.

Sarah has also moved on to another chapter of life, and we wish her well. Joining the editorial team is Rachel Atkinson who brings another dimension and skill set to the table. We look forward to working with Rachel who shows a keen interest in working with Shendelle on the Preston Press.

The Committee, comprising of John Ridgway (Treasurer), Judith Morrissey (Secretary), Christina Gammon, Madeline Keirnan-Smith, Debbie Bourke and Sarah Kirkpatrick (Committee) are all volunteers and give a huge amount of their time to the running of the Donnybrook CRC. Collectively, they have a vast bank of knowledge and offer their time willingly. I thank you all for your support.

We also enjoy working collaboratively with the Shire Community Development staff and the Donnybrook Chamber of Commerce. Developing these partnerships is an integral part of delivering professional and much-needed services to our community.

The Donnybrook CRC strives to build a resilient and vibrant community for all to enjoy.

Lee Fitzgerald

Manager's Report

2024-2025 has seen changes for the Donnybrook Community Resource Centre.

I find my position as Manager of the Donnybrook Community Resource Centre extremely rewarding and keeps me in touch with our community.

I would also like to take this opportunity to thank all our staff, committee, and volunteers, who without the CRC cannot function efficiently.

Ryan Burns, Assistant Manager, has taken on this role well. Annabel Stone started with us in May 2025; Annabel is our Trainee for 2025/2026 and will be completing her Certificate III in Business. Also new to our Volunteer Team is Hayley Stutley. Hayley is a return-to-work volunteer, she has come to us with a lot of business and social knowledge and is an impressive addition to our team.

During the last seven years I have been meeting more of our local business and association leaders to discuss opportunities for all in the Donnybrook-Balingup Shire.

Over the past 12 months we have seen a steady rise in innovative ideas, a range of new community partnerships and a host of innovative marketing strategies. We have been able to inform and generate interest in the community resulting in increased attendance at the CRC. We are looking forward to further increasing our reach into the whole of our shire. Our Services Australia facilities have become stronger with us becoming an Agent. We have been an Agent for 4 years now, and during this time, the hours we provide one-on-one help has increased, which enables us to provide a better service for our community.

There have been a number of new referral and collaborative relationships strengthened over the last year. This is an important direction for the Centre as increasingly; funding and grant requirements demand collaborative approaches to service delivery.

We continue to value, maintain, and develop our relationship with our Shire, working with the Shire's Community Development team and collaborating on projects and initiatives of shared interest.

The relationship with the Chamber of Commerce has been strengthened, with attendance at committee meetings, joint Business Sundowners and involvement in sub-committee activities and discussions around potential joint initiatives. As I am a committee member, representing the CRC, I look forward to increased awareness amongst Chamber members of our business services, and the possibility of service delivery to the Chamber itself.

The Donnybrook CRC staff/volunteers and committee are mindful of the current and potential future economic climate. We are therefore working to ensure that the community has access to empowering services and resources that enable individuals to manage their finances and prevent or manage long-term financial hardship.

We continue to provide opportunities for local community members to gain new skills, by providing traineeships, work for the dole, return to work program and work experience opportunities.

We feel this is an important investment in building the capacity of our community, increasing the skills and experience of job seekers, and making them more competitive in the labour market.

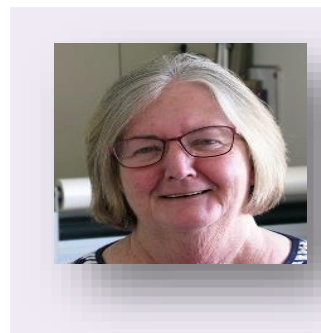
In addition to ongoing tender funding from DPIRD, a contract with the Services Australia as an Agent and TransWA agent we have been able to secure funding and generate income from a range of additional sources. Our conference room is getting more bookings for businesses that do not have a physical address, service providers from Bunbury, and local community groups are utilising this facility.

We have increased our range of one-on-one fee for services to include assistance and problem solving with electronic devices such as tablets and phones, and assistance with job applications and visa applications. We intend to extend these offerings in the future to include grant writing and other fee for service support for businesses and community organisations, drawing on the range of skills we have amongst our staff, and looking for opportunities to collaborate with local individuals, businesses, and organisation.

Thank you

Sue Martin

Manager



Sub-Committees Activity Reports

Donnybrook Friends with Disability

We've had another successful year of creating community, friendships and connections.

We Have been meeting weekly on a Monday and gather to do a variety of activities, from coffee or lunches at cafes to bush walks and BBQ's most weeks we meet locally around Donnybrook, and our group has become well known to many locals. We sometimes get further afield to visit Bridgetown, Balingup or Bunbury with one of our highlights for the year being our Christmas lunch at Bridgetown Cidery where we were joined by some of our members families and ex support workers.

Many laughs have been had, and I love watching friendships grow and the care and support every member of our group has for one another is so heartwarming.



Community feedback, gathered at the IGA foyer, was overwhelmingly positive. Meanwhile, DTT worked on selecting suitable paint, budgeting, and planning. A formal submission was approved by Council in February 2025, with conditions including stormwater protection, which were met by March.

Donnybrook Town Team report for 2024-25

The Asphalt Art Project

The idea of using road art to improve safety has proven effective in the USA. In 2023, a Donnybrook community member proposed a similar project for the roads near the Apple Fun Park and Pump Track. Donnybrook Town Team (DTT) submitted an Expression of Interest (EOI) to RAC's 'Connected Communities' program, which was approved in early 2024.

Following funding confirmation in May 2024, DTT consulted Collins Street residents, who supported the project. Given the focus on children and teens, local youth were engaged through workshops in August and September 2024 to help shape the artwork, which was then finalized by professional artists.



Paint Day was set for April 5, ahead of the Donnybrook Apple Festival. However, rain forecasts led to a postponement. Despite the setback, community support remained strong. A second Paint Day was scheduled for May 24; however, this was again postponed due to rain.

By June 2025, DTT resolved to complete the project regardless of further delays. All materials are ready, and a new date will be chosen to avoid summer heat and align with the 2026 Apple Festival.

Judith Morrisey
Co-ordinator
Donnybrook Town Team

U3A Annual Report

U3A this year has again proven to be quite successful, with regular attendance numbers being around 15 to 20 people, The range of subjects has been quite diverse, and each presenter has come with a wealth of knowledge about the given subject.

We celebrated Christmas in July, went for a walk in the Tuart Ludlow Forest heard about the aftereffects from a bush fire disaster, educated about all the different type of wild orchids, learnt about the harvesting of wildflowers for commercial sale and the role of a forensic police officer in the AFP.

The formation of the separate states into our Commonwealth, how to improve our cognitive abilities, challenging and changing ageism and the changes to education over the last 50 years.

Several of the members attended the Biennial State Conference over 2 days and many of us had a wonderful Christmas lunch at the Shag brewery. Hopefully the interest will continue as we present many and varied topics and activities to come over the next year.

Maddie Smith

Women Together Collective 2025

Over the past year, the Women Together Collective has continued to provide a welcoming, supportive space for women in our community to connect, learn, and nurture their health and wellbeing.

We have held regular meetups throughout the year, offering opportunities for both social connection and personal growth. These gatherings have been well attended and provided a valuable chance for women to take time out for themselves, share experiences, and build supportive friendships.

The group is a collaborative, volunteer-led initiative, and the support of the Donnybrook Community Resource Centre and the South West Women's Health and Information Centre have been vital in ensuring the group remains accessible, sustainable, and responsive to the needs of local women. This year we introduced a WhatsApp group, providing a relaxed and convenient way for members to stay connected between meetups. It offers a space for sharing ideas, planning activities, and engaging in discussion, helping to strengthen the sense of community and support—especially for women who are often too busy to attend additional meetings.

Our focus this year has been on creating a balance between relaxation, learning, and community connection. We hosted two guest workshops designed to support women's physical, emotional, and social wellbeing- Managing Cognitive Decline with Julia Smith and Becoming Your Best Self with Kyoh Phillips as well as enjoying social meetups including two Sundowner's and a Jazz Concert in Balingup. Feedback from participants has highlighted the importance of having a consistent, safe space dedicated to women's wellbeing, and the positive impact it has on confidence, self-care, and resilience.

Looking ahead, we are excited to continue growing the group, welcoming new members, innovative ideas and building on the solid foundation we have established.

Christina Gammon

Year in Summary



4945

People provided government and community information



18

Workshops delivered



26

Overall services we provide our community



7

Successful grants received



8

Local people employed



12

Volunteers engaged



15

Community events held



55

Hot office bookings



5

Collaborations with other community groups



165

One-one-one IT training sessions provided

Government Services

Government Access Point

With Donnybrook located 35km from our nearest regional centre Bunbury, and 203km from the state capital Perth with extremely limited public transport, it can be challenging for local residents who need access to government information and services. As part of our contract with the Department of Primary Industries and Regional Development, and Services Australia, we support our local community to have improved access to government information and services by providing a number of these services at our centre.

Via our Government Access Point, we provide free access to online and print resources related to local and state government agencies, as well as a selection of relevant non-government organisations, which offer community support services. This service enables clients with a lack of internet access to navigate government websites to gain information without having to travel or wait in queues to speak to a call centre officer.



Our exterior services sign

Videoconferencing Connections

Our video conferencing suite is modern and well arranged, allowing Donnybrook residents to connect with service providers in other locations to access support. The facilities are also used to run training sessions for CRC personnel.

Services Australia

We are now a Services Australia Agent. This will allow our clients to connect with Services Australia and meet their obligations without travelling to Bunbury. This facility is well used, which is reflected in our contract with Services Australia. It includes a touch screen PC, fax/printer, paper shredder, telephones, and brochure display.

Economic and Business Development Support

During the 2024 – 2025 year the Donnybrook CRC was able to offer a range of workshops to our local business community. The workshops were chosen to appeal to local business operators in-line with our contract with the Department of Primary Industries and Regional Development.

We facilitated several Business Workshops over the course of the year. Firstly, we had a quick workshop on the digital space and promotion which was run in-house by a fellow CRC manager. Drawing on a wealth of experience to demonstrate how to correctly use tech in the workplace and advertising strategies for the web. Staying in Place came in with a workshop for Mable. This comprehensive session went into great depth into the level of detail about the application and how communities need to step forward into awareness.

South West Compassionate Communities provided two workshops for us about the support and wellbeing of others in the workplace through compassionate conversations and encouraging social networks.

We held one Business Networking event at the end of 2024. This was a combined event with our end of year CRC Christmas Party. We gave an open invitation to Shire Council representatives, business operators, and members of community groups in Donnybrook to join us in celebrating the occasion. This was a perfect opportunity for those attending to engage in the exchange of ideas with like-minded people and to discuss matters of importance within a social setting.

Workshop events held throughout the year:

Training/ Workshops

- Digital Mentors
- Mable – Staying in Place
- Computing 101
- Workshop for Women Introduction to workshop tools Anglicare Financial Wellbeing
- SW Compassionate Communities

Networking and Information Sessions

- Business Networking event combined with Donnybrook CRC end of year Christmas Party

Social Development Support

The Donnybrook CRC has once again been able to successfully offer a range of interesting workshops, information sessions, and ongoing inclusion initiatives throughout the 2024-2025 year.

The CRC engaged different facilitators to provide the expertise for many of the workshops and information sessions offered throughout the year, although some were created and presented in-house by CRC staff. The CRC had the responsibility of creating all promotional materials, organising advertising and responsible for making bookings and payments. The events were held either at the CRC or at external venues depending on attendance numbers.

We have been fortunate to partner with South West Women's Health for a range of workshops and information sessions run throughout the year under the banner of 'Women Together.' These fall under the category of Wellbeing and Connectivity and have proven to be extremely popular with the range of themes the sessions have covered.

Once again, the CRC will be hosting the annual 'International Day of People with Disability' celebration. This is an event which aims to raise awareness within the general community about disability and provides an opportunity for us to deliver specific information from various disability service providers in the South West. The event is held over a three-hour period under the platform at the Donnybrook Railway Station with last year attracting over 50+ people over the course of the day.

We will be hosting several information sessions held during WA Seniors Week in November. Two local Doctors and a Lawyer will be running information sessions for us covering topics on Dementia, Care Plans and End of Life Decisions. The feedback was consistently positive, and people were appreciative of having these sometimes-challenging issues presented for discussion.

We provided a variety of ongoing social initiatives that ran throughout the year. These included a fortnightly Produce Swap which has been running for its seventh year now, the ever-popular Donnybrook Street Library and Kirup Street Library, and Donnybrook Town Teams – Laneway Projects.

The Donnybrook CRC continues to publish the Preston Press Newsletter, which keeps residents in the Shire of Donnybrook-Balingup up to date with what is happening and achievements in the local community. Its continued popularity has once again allowed our Editor, Shendelle Mullane, and her team to maintain the average size of the paper at 50 pages over the past year.

Events and ongoing initiatives held throughout the year:

Seniors Support and Engagement

- Advanced Health Directives Information Session
- Dementia Information Session
- Care planning Information Session
- Information Session on Little Black Book of Scams
- WA Seniors Week activities

Wellbeing

- International Day of People with Disability – awareness raising event.
- RUOK Day – low key distribution of promotional material to display amongst local businesses.
- 16 Days in WA town walk
- Women Together Evolve your Life; Personal Development workshop; reCODE program for cognitive health; Working and Playing; Communicating and Relationships

Connectivity

- Produce Swap event series.
- Introduction to computer basics 101A – each course 2 hour per week for 3 weeks
- Zoom – Free video conferencing opportunities offered to the community.
- Donnybrook Friends with Disability
- Donnybrook Town Team – Asphalt Art project
- Women Together Information Sessions – Planning; Creativity.
- Workshop for Women – Introduction to Workshop Tools - 3 x three-hour sessions over three weeks
- Donnybrook Street Library and Kirup Street Library

Legal/ Consumer Rights/ Financial Management

- Advocacy WA – NDIS Access & Appeals
- Carers WA – Information Session
- Working With Children – Explore the check

Services and Products

The Donnybrook CRC works to identify where services are required but may not be commercially viable for a business to provide.

As part of our commitment to make the Shire of Donnybrook-Balingup more livable, we are always open to new business opportunities as these allow us to expand services available to residents as well as generate income to reinvest into other aspects of our business. The CRC is keen to hear from residents with ideas for business opportunities the CRC could pursue, or those who would like to discuss a business incubation approach with the CRC.

The CRC's monthly community newsletter 'The Preston Press' continues to grow in popularity, with FREE distribution of 2000 copies per month, for eleven months of the year.

The following services continue to be provided at the Donnybrook CRC:

Office and Secretarial Services

- Word processing
- High volume colour printing & copying up to A3.
- Document scanning
- Laminating
- Document binding
- Document tri-folding.
- CD/DVD burning.
- Memory card readers

Access to the internet and other communications technology

- High-speed, low-cost internet access
- Laptop access ports
- Video conferencing facility
- Webcams and headsets

Information from various government agencies

- Government Information Access Point
- Services Australia Agent
- Notice boards and brochure displays for government agencies.

Job search assistance

- Employment opportunities notice board.
- 30 minutes free use of computer for job search

Training and support

- Training courses / workshops
- Exam supervision
- Individual training

Room and equipment hire.

- Meeting room for hire
- NLIS cattle scanning wand hire & data upload service.
- Projector and screen media equipment

Access to referral services for:

- Financial counselling
- Health services
- Employment services



Medical Advanced Health Directives Information Session



Time Capsule ready for burial - testing the depth of the hole

Building Community Connections

Membership of the Donnybrook CRC is 55 members, including 30 community groups.

Key stakeholders and partners are:

Donnybrook-Balingup Shire

- Shire of Donnybrook-Balingup
lease of Shire owned.
- Donnybrook-Balingup Chamber of Commerce
Engaging and partnering in events/ workshops. Promotion of CRC events for Chamber members, support for Chamber activities and sub-committees.
- All Saints Anglican Church
Referrals for support and assistance with food, housing, and pastoral care
- Donnybrook Senior's Group
Information, support, and social gatherings for local seniors
- Donnybrook Arts and Crafts
Partnering in workshops.
- Donnybrook Library
Venue support for community and business workshops and information sessions
- Donnybrook Community Radio
Cross promotion to members and listeners

Bunbury- Geographe Region

- Accordwest (previously Agencies for South West Accommodation) crisis counselling service
Service referral, free room hire, support and marketing.
- Volunteers South West
Membership and support services.
- South West Development Commission
Collaborating in events, training, and workshops.
- Enable
Support for individuals and families with disabilities
- Business South West – Small Business support
Engaging and partnering in events/ workshops, Service referral
- South West Women's Health and Information Centre
Engaging and partnering in events/ workshops, Service referral
- JSW- Jobs South West
Contracting services and collaborating in events. Service referral
- ASWA- (Agencies for South West Accommodation) Crisis counselling service
Free room hire, support and marketing.
- WACOSS- Western Australia Council of Social Service

Membership and support

- LINKWEST- Community Learning and Development

Membership and support

- Forrest Personnel

Facilitation and support

- Anglicare

Counselling and support services, service referral

- Richmond Wellbeing- mental health organisation

Service referral

- Rural in Reach- Woman's Health and Family Services

Service referral

- Regional Men's Health- raising awareness of men's health.

Service referral

- Employment Law Centre of WA

Service referral

- Bunbury Senior High School

Work experience program

- Parenting Connection WA

Service referral

State Government

- Jodie Hanns MLA

Facilitation and support, Hot Office provided when required.

- Department of Training & Workforce Development

Dedicated job search facility, with free access to a computer, internet, and support, to enable job seekers to research and prepare for jobs.

- Department of Primary Industries and Regional Development
Contractual funding and support

- Department of Child Protection
Facilitation and support

Federal Government

- Services Australia Agent for Centrelink, Medicare, Family Assistance and Child Support services

- Department of Agriculture
National Livestock Identification System (NLIS) wand hire & data upload service.

- Australian Taxation Office
Room Hire

- Nola Marino MP, Federal Member for Forrest.

Facilitation and support, Hot Office provided when required.

- Indigenous Business Australia
Information, support, and services for Aboriginal people in business



Jodie Hanns MLA viewing our new computers with CRC Manager Sue Martin

Our Team

Management Committee

Our Management Committee comprises of seven positive and enthusiastic representatives. The committee's commitment to good governance ensures strong and positive outcomes for the community and their contributions are greatly valued.

<p>Lee Fitzgerald CHAIRPERSON</p>	<ul style="list-style-type: none"> Retired Business Manager (Donnybrook DHS) with 25+ years' experience in Financial Planning and Budgeting, Human Resource Management, Asset, Resources and Facilities management including major building projects. President of Donnybrook Golf Committee and Secretary to Board of Management, Donnybrook Country Club Secretary to South West Districts Ladies Golf Association Community volunteer with a passion for community
<p>John Ridgway TREASURER</p>	<ul style="list-style-type: none"> 25+ years' experience working for the State Government in senior management roles. Much of that time was working for the Department of State Development negotiating and managing State Agreement Acts Most recent role was with the Department of Mines and Petroleum as the Project Manager for the proposed Carbon Capture and Storage Project in the South West Sound skills in fiscal management, project management, and leadership
<p>Judith Morrisey COMMITTEE MEMBER</p>	<ul style="list-style-type: none"> Retired business owner of an information management consultancy based in Perth. Sound skills in project design and management, group facilitation and problem solving and solution generation. A member of professional and community organisations of diverse types for decades. Held positions of President, Treasurer and Secretary and manager of various projects in these organisations. Moved to Donnybrook in 2016 Passionate about ensuring that people are directly engaged in. developing their community
<p>Debbie Bourke COMMITTEE MEMBER</p>	<ul style="list-style-type: none"> Has Volunteered for the Preston Press and CRC for over 8 years. Moved to Donnybrook 1995 Taught at Donnybrook Primary An Educator at Treehouse Childcare for 6 years Volunteered through scouts for 15 years. Debbie's organizational skills have kept the Manager of the CRC Sue sane throughout the years

<p>Christina Gammon SECRETARY</p>	<ul style="list-style-type: none"> • Currently a Registered Nurse working in education at South West Women’s Health and Information Centre • Has an online business supporting women through parenting challenges • Her focus in both roles is women’s empowerment through education, health/self-literacy, and community connection
<p>Sarah Kirkpatrick COMMITTEE MEMBER</p>	<ul style="list-style-type: none"> • Grew up in Balingup. • Lives on family farm with 2 daughters • Runs a small massage therapy business from home and works as a disability support worker. • Enjoys being part of the community and has recently started a disability support and friendship group
<p>Madeline (Maddie) Kiernan-Smith COMMITTEE MEMBER</p>	<ul style="list-style-type: none"> • 50 years as a registered nurse, 35 spent in the north, Darwin, Kimberley’s, and the Gascoyne • Child Care proprietor in Busselton • Served on many different organisations as secretary and/or treasurer. • Currently school health nurse in Donnybrook • Local coordinator for Hands Up 4 Kids reading program



Preston Press through the years



Community Club Expo

Staff Team

Donnybrook CRC is fortunate to have a staff team made up of dedicated and talented individuals who aim to deliver high quality service with a professional yet caring approach. This year our staff team has continued to improve a number of internal procedures thus streamlining our processes.

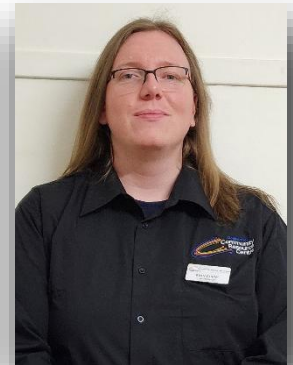
Manager

Sue Martin is the current Manager at the CRC responsible for managing the staff, coordinating the day-to-day operations, advising Management Committee about operational and governance issues, contributing to planning and policy development, and ensuring that contractual outcomes are achieved and reported to the Department of Primary Industries and Regional Development. Sue possesses extensive Office Administration experience gained whilst working at two Katanning based businesses as well as interstate businesses. Sue provides strong customer service for all clients with a willingness to ensure that the customers' needs are met.



Assistant Manager

Ryan Burns is our new Assistant Manager who joined us in July last year working previously as relief for the Manager and previous Assistant Manager. Ryan has been working 5 days a week full-time for the duration of his stay here at the CRC, coming to us with a large amount of IT and Graphic Design knowledge from previous training and even a Certificate in Business 3 from this very CRC.



Trainee Reception Officer

Annabel Stone is our new trainee who joined us in May this year as our Trainee and Reception Officer at the CRC. Working 5 days a week full-time for the duration of her traineeship. She is currently working towards completing a Certificate 4 in Business.



Preston Press Editor

Shendelle Mullane is the Editor. The Preston Press continues to do well, with consistent advertising and plenty of interesting contributions from the community. The paper continues to attract new advertisers both within and outside of the Shire, which is a testament to the paper's popularity, reach and effectiveness as an advertising medium. Of the 11 editions produced in 2024/25, nine were 48 pages long and two 56 pages. The Preston Press regularly receives positive feedback from readers.



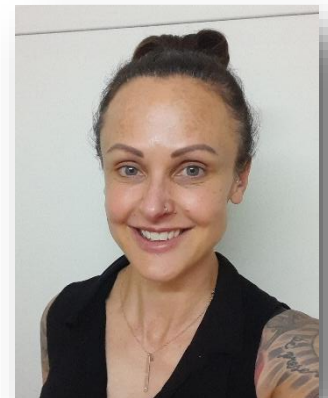
Volunteer and Committee Member

Debbie Bourke is one of our longest serving volunteers. She has been volunteering 1 to 3 days per week over the past 8 years, providing valuable customer service in reception while upskilling in office computer programs. Debbie has recently joined our Management Committee providing valuable knowledge about the day-to-day here at the Donnybrook CRC.



Volunteer

Hayley Stutley is our newest volunteers. She has been volunteering once a week over the year, providing valuable customer service in reception while returning to work with a history in office work. Hayley is an avid photographer and has repeatedly provided photos for the Preston Press and gives her all when on call.



Bookkeeper

Michaela Raccanello is engaged as our bookkeeper by the DCRC to assist in updating and checking our financial processes.

Cleaner

Helen Samelko is the CRC's current cleaner. We especially notice the difference she makes during winter when many muddy boots visit the DCRC over the course of the week, but Monday morning when staff arrive, the floor is clean again!

Our Supporters

Government

Donnybrook CRC receives funding via contracts from Department of Primary Industries and Regional Development and Services Australia. These contracts provide our main source of government-funded income and allow us to provide a wide range of services for our community.

Local Government

The Donnybrook CRC acknowledges and is grateful for the prominent level of support offered by the Shire of Donnybrook-Balingup. The Shire provides our premises under a peppercorn lease arrangement and is a generous supporter of community groups, the Community Resource Centre being one of those beneficiaries. We look forward to a continued positive working relationship.

Community Partners

The Donnybrook CRC is very appreciative of the loyalty of our members and other supporters. Working collaboratively with stakeholders is particularly important to us and we are keen to continue to develop our relationships with individuals and organisations in our community.

Special Thanks

Special thanks to all our volunteers who offer their time and energy to assist the Donnybrook CRC and the Preston Press Community Newsletter. Their contributions enable us to continue providing an affordable and quality service to our community. Their assistance is invaluable to us, and we would not be without it. We also thank the local community groups who continue to support us through their membership and collaborating in activities.



University of the Third Age

Treasurer's Report

Overview

This financial year, the Community Resource Centre has had to work hard in order to maintain, as best as possible, its viable financial position. The staff have again optimised the income opportunities, and the expenditures have been constrained wherever possible. Most importantly, the CRC has continued to provide our community with a range of services that are essential to its residents. The CRC remains financially viable but must review its income situation for the coming years.

The Preston Press made a profit which was significantly more than the previous year. This was due to the continuing increase in advertising income and the assistance obtained from the Donnybrook/Balingup Shire Council. Very regrettably, the Council has decided to withdraw its support for the Preston Press, and this will have a significant impact going forwards.

The combined financial outcome for the CRC and Preston Press was a net loss of \$30,672.00. Whilst this is a disappointing outcome, compared to the net profit of \$8,403.40 the previous year, it reflects the increasingly difficult financial position being faced by many organizations. The management and the Board will be working to try and improve on this outcome for the next financial year.

Donnybrook CRC

The financial outcome for the CRC was a loss of \$47,616. This is a disappointing outcome compared to the previous years net profit of \$8,403.

Whilst the total income was down by almost \$26,000 on the previous year, this was primarily due to the reduced trainee support and the one-off workers compensation payment the previous year.

These were not under the control of the CRC. The Preston Press transfer to the CRC amounted to \$35,797. This covered the wages expenses and a nominal amount for the use of the CRC facilities. The CRC continues to subsidise the Preston Press and this issue is for review in the coming year.

Income

The total income for the CRC for the 2024/25 financial year was \$236,405. This is down on the income received in the previous year by \$25,976.

The issues that impacted on this outcome are:

The amount of Department of Primary Industry and Regional Development (DPIRD) trainee support for the financial year was significantly less than the previous years support. Due to the changes in trainees the support fell by \$33,722. This fall was anticipated. The trainee support is valued by the CRC, and it will continue to optimise the use of this assistance in the coming years.

There was an increase in the direct support provided by DPIRD of \$5,997. This support is fundamental to the ability of the CRC to operate in our community and is greatly appreciated. The support has been continued for the coming financial year.

Services Australia has significantly increased its support for the CRC by \$12,674. This is a 45% increase on the previous year. The CRC has to devote an increasing amount of time in order to provide the level of assistance required by community members.

It is hoped that Services Australia will continue to increase its support in the coming years in order for the CRC to provide this service. The income from sales and services was a slight increase on the previous year. The staff have worked hard to maintain this level of income, and this will continue in the coming years.

Opinion
The CRC committee is of the view that the income and expenditure for the financial year is in line with expectations. The committee will give consideration to the on-going management of its financial position, in the coming year, in order to maintain its viability.

Expenditure

The total expenditure by the CRC was \$284,021. This is an increase by \$30,043 on the previous year's expenditure.

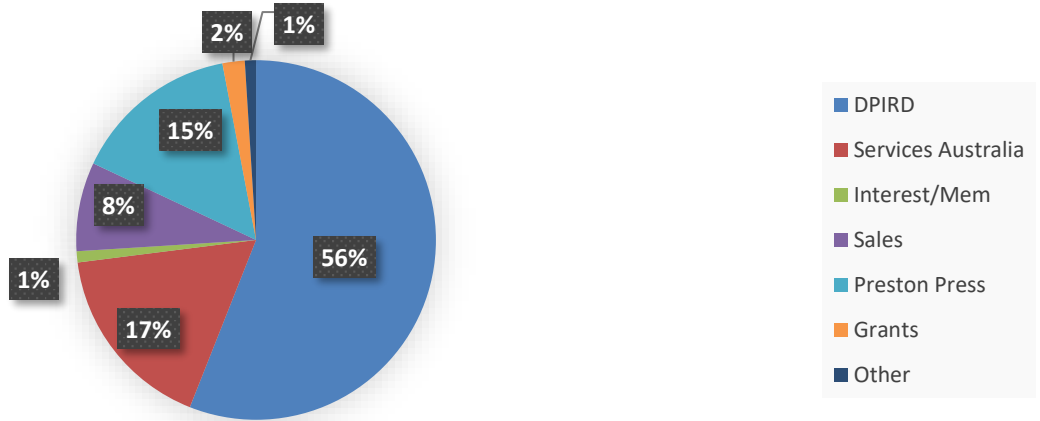
The primary contributors to this outcome are:
The employment expenditure rose by \$11,254. This increase is in line with expectations and reflects the impact of workers compensation payments and leave entitlements.

For accounting purposes, there is a depreciation expense of \$5,307 shown in the annual expenses. This figure is not a cash expenditure and does not impact on the CRC's bank accounts.

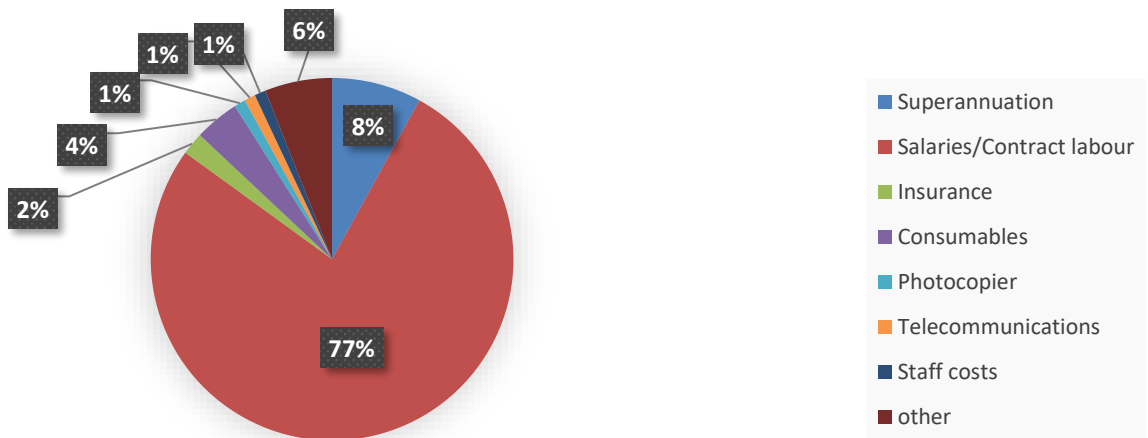
The cost of insurances shown in this year's report is an increase of \$2,613 on the previous year. Whilst insurance costs have increased, this figure reflects some payments that are relevant to the previous financial year's expenditures.

On review, all of the expenditures are in line with expectations and are reasonable in relation to the cost of operating the CRC.

Donnybrook CRC Income Total \$236,405



Donnybrook CRC Expenses Total \$284,021



Preston Press

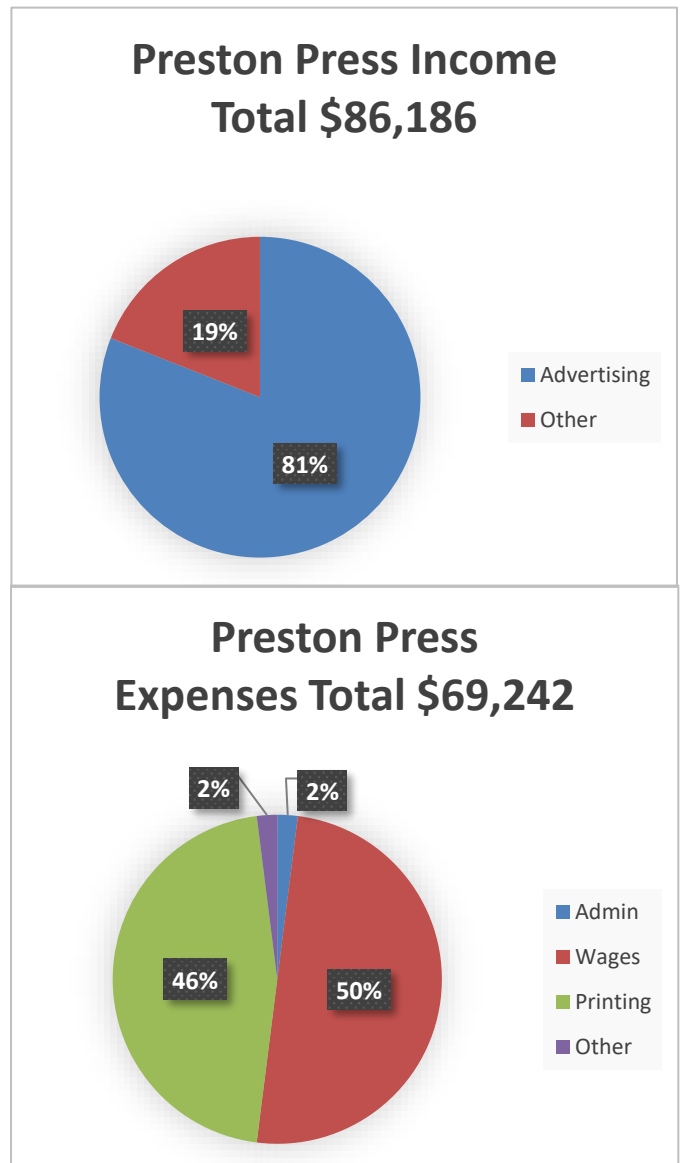
The Preston Press has continued to be a very important service to our community. This financial year the paper returned an operating profit of \$16,944. This figure reflects the continuing improvement in its performance. There is every expectation that this level of outcome will continue and that the paper will provide a quality of service to our community that exceeds that provided to other communities.

The major contributing factors to the Preston Press performance were:

- The total income for the financial year was \$86,186. This is an increase of \$8,204 and is in line with the income expectations.
- The advertising income rose by \$6,015. This outcome was impacted by a small increase in advertising charges which were in line with inflation. The number of advertisers remains consistent with the number from previous years.
- The cost of printing did not rise, and this helped to maintain the viability of the Preston Press.
- The Shire of Donnybrook/Balingup generously continued to provide its Service Level support to the Preston Press.

As in previous years, the manager and staff of the CRC have spent time reducing the debt owed to the Preston Press by advertisers. The outstanding debt has remained at a low level, which has helped with the financial performance of the Preston Press.

The Preston Press pays a minimal fee for the use of the CRC's facilities. This has meant that the CRC has subsidised the Preston Press. This matter needs to be considered in terms of the broader financial issues for the CRC.



Audit results

The audit was conducted by AF Accounting and Business Services. The audit did not identify any significant issues that need to be dealt with by the CRC and Preston Press. The report provided by the auditor has been reviewed by the committee, the manager and the bookkeeper. The work undertaken by the auditor is appreciated.

Thanks

The bookkeeping work has been carried out by Michaela Raccanello. The work undertaken has involved managing the finances, keeping the records and providing regular reports on performance. Michaela's assistance has been greatly appreciated.



Bendigo Bank Pitch Night Winners

Financial Statements

Donnybrook Community Resource Centre Incorporated

Statement of Profit and Loss

For the Year Ended 30 June 2025

	2025	2024
Income		
Sales Services CRC	19,262	16,180
Sales Services - Courses	558	1,019
PP income	1,200	1,200
Donations	0	5
Membership	936	734
Reimburse PP Wages	34,597	37,485
Bank Interest	974	1,082
DPIRD Operational Support	117,516	111,519
DPIRD Equip Furn & Fittings	1,199	0
DPIRD Info & Comm Technology	3,000	500
DPIRD Prof Dev & Training	0	2,500
DPIRD Trainee Support	11,114	44,836
Dept Workplace & Training	0	1,750
Grants	3,227	2,909
Grant - Seniors Week	650	909
Grant - Disability Day	1,000	1,000
Women Together	0	282
16 Days in WA	650	0
Services Australia	40,522	27,848
Workers Comp Reimbursement	0	10,622
Total Income	236,405	262,381
Gross Profit	236,405	262,381
Expenses		
Accounting and Auditing	2,288	2,080
Advert Promotions & Marketing	2,217	1,706
Bank Charges	410	457
Catering & Amenities	2,489	2,785
Computer Software ICT Purchase	3,079	2,620
Depreciation	5,307	0
Community Initiatives	20	0
Contract Labour	7,250	7,825
Disability Day Expenses	1,409	1,373
Seniors Week Expenses	198	80
Women Together Workshops	470	535
Donations	300	0
Event costs	628	967

Donnybrook Community Resource Centre Incorporated

Statement of Profit and Loss

For the Year Ended 30 June 2025

	Notes	2025	2024
Honorariums/Gifts Volunteers		350	50
Insurance		4,005	1,392
Memberships Paid		809	622
Office Consumables		2,950	2,985
Postage & Freight		576	426
Photocopy usage		2,978	3,592
Repairs & Maintenance Building		3,515	2,895
Repairs & Maintenance Equip		567	120
Support Services Package		2,428	2,340
Telecommunications		1,421	1,604
Training & Prof Development		1,077	973
Travel Costs		726	92
Uniforms		205	785
Employment Expenses			
Wages & Salaries		204,688	203,029
Workers' Compensation		4,884	1,294
Superannuation		23,903	23,132
Employee Leave Entitlements		2,871	-2,363
Total Employment Expenses		236,346	225,092
Capital Expenditure			
Computer Hardware Purch		0.00	-916
Asset Reclassification		0.00	-8,501
Total Capital Expenditure	2	0.00	-9,418
Total Expenses		284,021	253,978
Operating Profit		-47,616	8,403
Net Profit		-47,616	8,403

Donnybrook Community Resource Centre Incorporated

Balance Sheet

For the Year Ended 30 June 2025

	Notes	2025	2024
Assets			
Current Assets			
Cash On Hand			
Bendigo Cheque a/c		75,823	111,495
Master Card Credit a/c		1,424	1,033
Cash Drawer Float		100	100
Workshop Petty Cash		100	0
Petty Cash		73	149
Sandhurst Select 90		67,168	20,000
Total Cash On Hand		144,6884	132,777
Trade Debtors		381	437
Payroll Clearing Account		0	0
Total Current Assets		145,069	133,214
Prepaid Expenses		7,308	6,038
Fixed Assets			
Office/Computer Equipment			
Office/Comp Equip at Cost		40,031	34,109
Office/Comp Equip Accum Dep'n		-27,029	-22,460
Total Office/Computer Equipment		13,001	11,649
Furniture & Fixtures			
Furn & Fixtures - at Cost		4,860	4,860
Furn & Fixtures- Accum Dep'n		-2,976	-2,238
Total Furniture & Fixtures		1,884	2,622
Total Fixed Assets	2	14,885	14,271
Total Assets		167,262	153,523
Liabilities			
Current Liabilities			
Trade Creditors		4,239	1,855
Unexpired Grants		47,886	19,000
Preston Press Term Deposit Transfer		46,203	0
GST Liabilities			
GST Collected		0	4,915
GST Paid		0	-3,196
PP recon GST		0	-1,630
PP GST Collected		0	2,066
PP GST paid		0	178
ATO Clearing Account		241	0
Total GST Liabilities		241	2,333

Preston Press Community Newsletter

Statement of Profit and Loss

For the Year Ended 30 June 2025

	2025	2024
Income		
Advertising Income	69,944	63,929
Other income	13,005	13,000
Bank Interest	3,237	1,053
Total Income	86,186	77,982
Gross Profit	86,186	77,982
Expenses		
Admin costs	1,200	1,200
Bank Fees	252	317
Discounts Given	1,386	0
Contract Labour	0	800
Freight	990	900
Printing costs	30,580	29,004
Travel	200	200
Amenities Entertainment	37	160
Wages & Salaries	34,596	37,827
Bad Debt Write offs	0	207
Total Expenses	69,242	70,616
Operating Profit	16,944	7,366
Net Profit	16,944	7,366

Preston Press Community Newsletter

Balance Sheet

For the Year Ended 30 June 2025

	2025	2024
Assets		
Bendigo cheque a/c	65,178	50,605
Undeposited Funds	0	130
Term Deposit 3126	0	30,084
Term Deposit 7755	0	12,886
CRC Sandhurst PP Balance	46,203	0
Trade Debtors	-85	-85
Total Assets	111,296	93,621
Liabilities		
Trade Creditors	162	162
GST Liabilities		
GST Collected	5,573	1,343
GST Paid	-4,585	-1,008
Total GST Liabilities	988	334
Total Liabilities	1,151	496
Net Assets	110,146	496
Equity		
Retained Earnings	93,125	85,836
Current Earnings	17,021	7,289
Total Equity	110,146	93,125



Donnybrook CRC

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