



PROJECT COMPLETION REPORT

This Project Completion Report form must be submitted within two months after your project has been completed.

Please note that if you don't complete and return a satisfactory report you or your group will not be eligible for future Creative Communities Scheme funding.

Name of applicant:	Carters Beach Singers		
Project name:	Carols@ Carters		
Start date:	7/11/2024	Finish date:	24/12/2024
Number of people who <i>actively</i> participated in your project?	195		
Number of people who came to see a performance or showing of your project?	Approx 175		

1. Give a brief description of the highlights of your project:

What worked well? What didn't work? What might you do differently next time? Are there any future plans for this project? If you require more space please attach additional pages.

...

We were thrilled with the response from the community, who came out in force to support and participate in the carol singing on Xmas Eve. Such was the size of the crowd that we were a little short of Xmas mince pies, having catered only for 140, and thinking that would be heaps, as the previous year we attracted around 60 people(from memory).

The lead up to the carols involving practices on a weekly basis attracted a smaller level of participation and not all the people came all the time but in the end we had sufficient numbers to lead the crowd effectively, and the carters Beach Hall sub committee provided support throughout the evening .

One of the favourite moments was when we invited our tamariki and rangitahi to join us to sing Jingle bells which they did with gusto, there was an age range from 90 year olds to babies, and the positive energy was palpable.

In retrospect we did not anticipate the numbers accurately and thus had to scramble to put out extra chairs, we had put out 40, but discovered quickly that all 91 chairs were needed. Our participants then spilled to the benches at the side of the hall and many stood, some families sat at the very front on the floor.

I anticipate running the event again next year, and if the weather is good we may take it to the adjoining park area under the kowhai trees as in the end it was very hot inside the hall at that time of year with that many people.

I am considering adding a junior item next year as well by inviting local young ones along for a half hour before the grown ups start their practice. I have not yet tried to discover interest although I have had a couple of parental enquiries.

This year we projected the words out onto the back wall of the hall but if we take it outside I will have to provide more substantial worksheets.

Total costs	\$1750	\$1350	
Project Income			
Write down all of your project income. Include all items from your application budget. Include your Creative Communities Scheme grant.			
Item <i>eg Ticket sales</i>	Budgeted income (from application) <i>eg \$1600</i>	Actual cost <i>eg \$1700</i>	Reason for difference in amounts (if any) <i>eg Extra tickets sold</i>
Creative Communities Scheme Grant	\$1750	\$1350	Almost no tutor payment plus use of projector on night
Total income			
Costs less income			Receipts provided with previous report

You may be required to provide receipts for this project. Please keep your receipts in a safe place for seven years.

4. Other material. Please attach copies of any of the following :

- A summary of participant or audience survey results
- Newspaper articles or reviews
- Responses from other people involved in the project
- Responses to the project from other funding bodies or partners/supporters
- Photos of the project and/or artwork

Do we have permission to use these photos to promote the Creative Communities Scheme? Yes No

Please return your Project Completion Report to:

Buller District Council
PO Box 21
Westport 7866

Email: grants@bdc.govt.nz



TAX INVOICE

Carmel Carroll

Invoice Date
16 Dec 2024



Description	Quantity	Unit Price	GST	Amount NZD
Printing 13 Dec	1.00	23.48	15%	23.48
Printing 14 Dec	1.00	13.04	15%	13.04
Printing 17 Dec	1.00	13.04	15%	13.04
			Subtotal	49.56
			TOTAL GST 15%	7.44
			TOTAL NZD	57.00

Due Date: 20 Jan 2025



[View and pay online now](#)

*pd
Dec. 18-2024.*

PAYMENT ADVICE

To: Buller REAP
111 Palmerston Street,
P.O. Box 236
Westport 7866
Phone: 03 789 7659
email: finance@bullaerreap.co.nz

Customer Carmel Carroll

Amount Due 57.00

Due Date 20 Jan 2025

Amount Enclosed

Enter the amount you are paying above



Your payment was successful

Amount
\$57.00

From



To

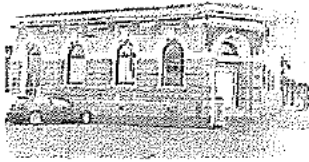


When Today 07:03am, Wednesday 18 December 2024



[Make another payment](#)

[Return to accounts](#)



THE NEWS

171 Palmerston Street, Westport 7825, PO Box 249, Westport 7866
 Ph: 03 789 7319 - Fax: 03 789 7203 - Email: editorial@westportnews.co.nz

TAX INVOICE/STATEMENT ADVERTISING

GST No. 10-959-101

Carmel Carroll
 carmelcarroll53@gmail.com

Month Ending 31/12/2024

Date	Ref.	Description.	Order No.	Size	Rate	Amount
12/12/24		Carols @ Christmas		3 x 8	4.82	115.68
19/12/24		Carols @ Christmas		3 x 8	2.41	57.84
		Plus GST				26.03



pd. Jan 27

3 Months	2 Months	1 Month	Current	Total Due
				199.55

Detach and return with payment

ADVERTISING

Carmel Carroll

Date 31/12/2024

Customer no.

Total Due 199.55

Make a payment



Your payment was successful

Amount
\$199.55

From

To



When Today 03:13pm, Monday 27 January
2025



Greymouth Star

PO Box 3, Greymouth 7840

GST No. 10-715-849

Tax Invoice/Statement for 31/12/2024

Customer Number [REDACTED]

Carters Beach Hall
[REDACTED]

Publication key: GS = Greymouth Star WT = Hokitika Guardian MS = West Coast Messenger FP = Special Publications KS = Kaikoura Star

Date	Pub	Reference	Description	Order Number	Space	Amount
				Balance brought forward		86.94
04 Dec 24	MS	2726167	Public Notice Carols at Carters		3	25.20
06 Dec 24		322411	Payment Received - Thank You Internet Payment			-86.94
18 Dec 24	MS	2736207	Public Notice Carols at Carters		3	25.20
18 Dec 24	MS	2736763	Entertainment Carols at Carters, Colour Ad	Carmel	16	80.00
			Plus GST			19.56

*pd via
internet banking.
Jan 7.*

3 Months + Overdue	2 Months Overdue	1 Month Overdue	Current	Total Due
0.00	0.00	0.00	149.96	149.96

Remittance Advice

Date: 31/12/2024
 Customer Number: [REDACTED]
 Customer Name: Carters Beach Hall
 Amount Due: 149.96

Please return your payment and remittance to:
PO Box 3, Greymouth 7840
 or Email your Direct Credit Remittance to:
accounts@greystar.co.nz



Your payment was successful

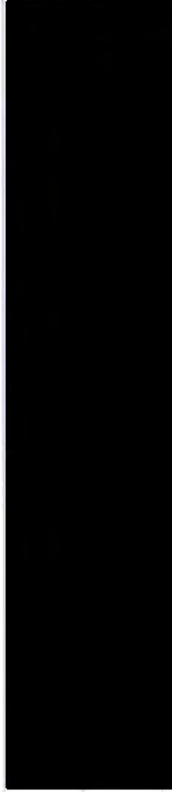
Amount
\$149.96

From



To

When Today 10:24am, Thursday 9 January 2025



Subject: Customer : [REDACTED] Invoice/Statement From Greymouth Evening Star Co Ltd

Date: 5 Dec 2024 at 6:00:01PM

To: [REDACTED]

Please Find Attached Your Invoice/Statement From Greymouth Evening Star Co Ltd

Greymouth Star

PO Box 3, Greymouth 7840

GST No. 10-715-849

Tax Invoice/Statement for 30/11/2024

Customer Number [REDACTED]

Carters Beach Hall

Publication key: GS = Greymouth Star WT = Hokitika Guardian MS = West Coast Messenger FP = Special Publications KS = Kaikoura Star

Date	Pub	Reference	Description	Order Number	Space	Amount
				Balance brought forward		0.00
13 Nov 24	MS	2726167	Public Notice Carols at Carters		3	25.20
20 Nov 24	MS	2726167	Public Notice Carols at Carters		3	25.20
27 Nov 24	MS	2726167	Public Notice Carols at Carters		3	25.20
			Plus GST			11.34

pd. direct 6-Dec-2024

3 Months + Overdue	2 Months Overdue	1 Month Overdue	Current	Total Due
0.00	0.00	0.00	86.94	86.94

Make a payment



Your payment was successful

Amount

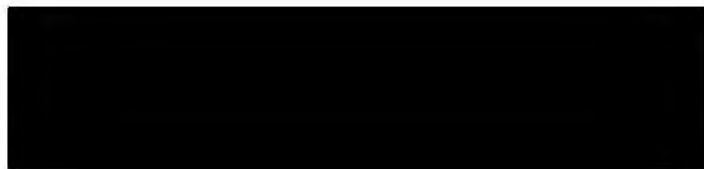
\$86.94

From

To



When Today 02:47pm, Friday 6 December 2024



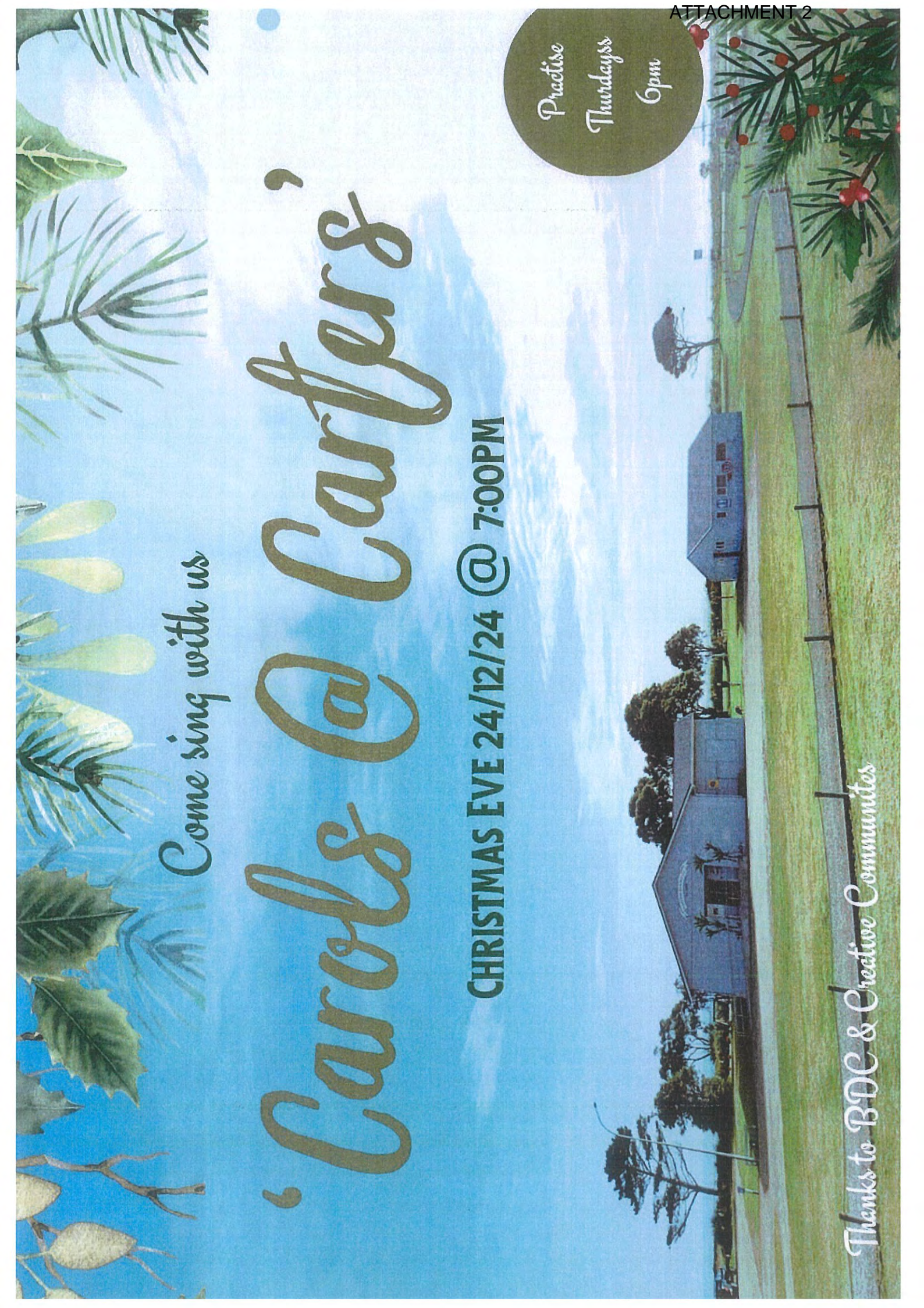
Come sing with us

'Carols @ Carfers'

CHRISTMAS EVE 24/12/24 @ 7:00PM

*Practise
Thurdayss
6pm*

Thanks to BDC & Creative Communities



Carters Beach Hall Booking Form

Event Details

Event : Carols@ Carters

Date of Event: Frm November 7 Start Time: Thursday 6-7
2024

End Time: Hours Booked: 8 Rehearsals

Key Return time:

If applicable – has a Sale of Alcohol License been obtained? N/A Yes No

Event Contact Person /Invoicing information

Name: Carols @ Carters

Contact Number: Bank a/c for refund Deposit

Email address:

Hire Agreement Conditions

1. The hirer agrees to return the hall to its original set up after event.
2. The hirer agrees to ensure that all used rooms including kitchen and toilets, are left clean and tidy or a cleaning charge of \$100 may be incurred. This includes all rubbish removed.
3. The hirer is liable for repair of damage, or replacement of lost/broken equipment.
4. Hirer is to return the issued key by arrangement with Hall management by 11.00am on the next working day or a key replacement charge of \$25 fee may be incurred.
5. Deposit is payable to secure booking. No booking is secure until deposit is received.
6. Full payment is required One week prior to key pick up.
7. Loss of the key may incur full lock replacement costs. This will be at the hirers expense.

Signed:

Date:

 Booking confirmed on: _____ Deposit pd

Booking costs:	Deposit to confirm (refundable).	\$ waived
	Chair/Table Hire	\$ waived
	Hire Fee:	\$ 320
	Total	\$320.00

pd. Dec 8.

X Close



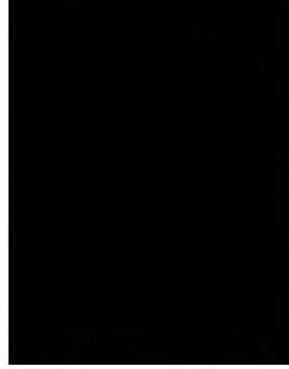
Log out

Transfer money



Your transfer was successful

Amount
\$320.00

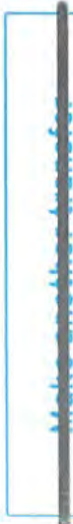


From

To

When 4:34pm, 8 December 2024

Description Carols Hall



X Close

ASB

Log out

Transfer money

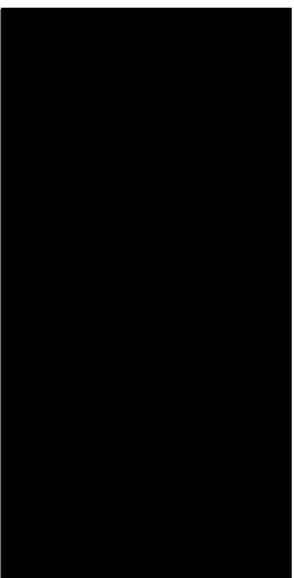


Your transfer was successful

\$320.00

Amount

FROM
SAVINGS
TO
HALL
CAROLS HIRE
PRACTICE



When 4:34pm, 8 December 2024

Description Carols Hall



To: Carters Beach Hall Manger

19/12/2024

Lynda Walker

!8 Golf Links Road

Carters Beach

Westport 7825

Invoice for 125 hand made fruit mince tarts @ \$2.00 each
Delivered on 23rd December for choir carol event at Carters
Beach Hall on 24th December 2024

Total Cost \$250.00

Make a payment



Your payment was successful

Amount

\$174.20

From

To



When Today 10:43am, Thursday 9 January 2025



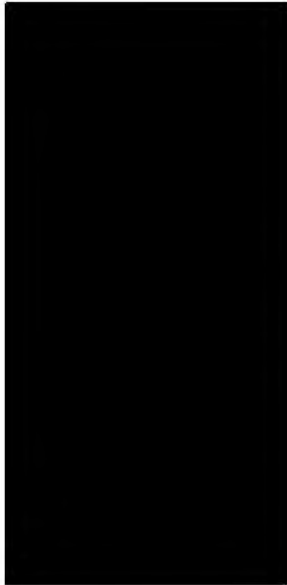


Your transfer was successful

HALL
HILL
ON
EVENT
DAY.

Amount

\$100.00



When 10:45am, 9 January 2025

Description Carols event

[Make another transfer](#)

[Return to accounts](#)

Make a payment



Your payment was successful

Amount
\$12.15

From

To



When Today 04:48pm, Monday 27 January
2025

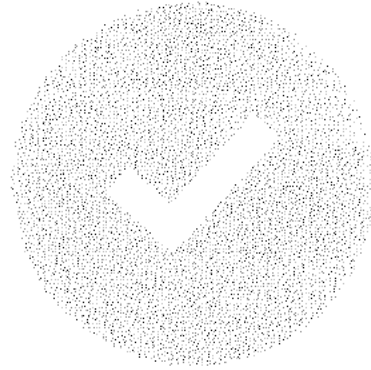


9:29



Confirmation

Payment successful



Amount

\$250.00

Merchant



Card

Statement

Their statement
carols cater xmas eve

Card

Your statement
carols cater xmas eve

Saturday, 21

Dec 2024



DENNIS'S BOOKSHOP
 178 PALMERSON STREET
 WESTPORT
 TAX INVOICE
 GST No. 11-814-441

19-09-2024 10:15
 REG 0090

STATNERY .124.20
 CASH .124.20

*RED
 FOLDERS
 CHOW*

Carols@Carters

All Welcome
 Xmas Eve 7.00pm

Come and sing with us, we practice
 6.00pm Thursdays too
 Thanks BDC and
 Creative Communities

2736793

DENNIS BOOKSHOP & ST
 PALMERSTON STREET
 WESTPORT

-----EFTPOS-----

TERMINAL 62619401
 TIME 19SEP24 10:32
 TRAN 000949 CHEQUE
 EFTPOS
 CARD [REDACTED]
 Debit Mastercard
 RID: A000000004
 PIX: 1010
 TC : 3ECCB92E4D7CA0B2
 TVR: 0000048000
 ATC: 00F1
 TSI: E800
 PURCHASE NZ\$124.20
 TOTAL NZ\$124.20

ACCEPTED

MERCHANT COPY

*OHOR
 LAMINATE FOLDERS
 FOR MUSIC*

DENNIS BOOKSHOP & ST
 PALMERSTON STREET
 WESTPORT

-----EFTPOS-----

TERMINAL 62619401
 TIME 91OCT24 12:19
 TRAN 001171 CHEQUE
 EFTPOS
 CARD [REDACTED]
 Debit Mastercard
 RID: A000000004
 PIX: 1010
 TC : 4494CA8E97A4A8F7
 TVR: 0000048000
 ATC: 0105
 TSI: E800
 PURCHASE NZ\$50.00
 TOTAL NZ\$50.00

ACCEPTED

CUSTOMER COPY