

AGENDA

CRICKLEWOOD FOREST PARTNERSHIP

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NOTICE OF AGM AND FOREST VISIT

The meeting and forest visit of Cricklewood Forest Partnership will be held at the Putere Complex on Friday 20th April 2018 commencing at 10.00am.

This is held in conjunction with Glenlea, Oak Bridge, Quail Ridge, Stoney River, Woodlands and Sherwood.

PROGRAMME

10.00 - 10.15am	Registration and morning tea
10.15 - 10.30am	Welcome & opening of meeting
10.30 - 12.30pm	Forest visit – meeting continues
12.30 - 1.00pm	Lunch at the Complex
1.00 - 3.00pm	Afternoon session of the meeting continues (Harvest Presentation)

Times are approximate and the visit to the forests will proceed regardless of the weather, so please bring warm clothing, wet weather gear and suitable footwear that will handle mud and wet grass.

AGENDA

1. Welcome & Opening
2. Appointment of Chairperson
3. Apologies and Proxies
4. Presentation of Minutes from previous meeting
5. Matters arising from Minutes
6. To receive and adopt the Roger Dickie Report and Forest Management New Zealand Ltd Report
7. To receive the draft Financial Statements for the Year ending 28 February 2018
8. To consider and adopt the Public Liability Insurance
9. To receive and adopt the 2018-2019 Budget Cashflow
10. General Business

ATTENDANCE / APOLOGT / PROXY FORM

Please complete the Proxy Form and return to our office by Wednesday 18th April:

- **Vote on-line** via the link to the Proxy (as sent to you via email); or
 - **Scan and email** to grant@rogerdickie.co.nz; or
 - **Fax** to 06 346 5369; or
 - **Mail** to Roger Dickie (NZ) Ltd, PO Box 43, WAVERLEY 4544.
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- Partners are advised the Budget is included with the Agenda and Proxy; however you may wish to wait for the Financial Statements and Reports before voting. These will be distributed shortly.

DOCUMENTS

The following documents are included with the Agenda:

- Attendance / Apology / Proxy Form (*can be completed online*)
- Budget Cashflow Statement for the Year Ending 28 February 2019

ATTENDANCE/CATERING

If you are attending the AGM please assist by returning your proxy form as soon as possible. **It is important we have accurate numbers for catering purposes.**

DIRECTIONS TO PUTERE

The Putere Accommodation Complex is located at 2526 Putere Rd, approx 106km (1 hour 40 mins) from Napier, travelling along (SH2) towards Wairoa. Turn left at the Raupunga township onto Putere Rd or, if travelling from Wairoa, turn right at Raupunga. Follow Putere Rd inwards approx 24km. Farm sign is on the right.

I look forward to seeing you all at the AGM.

Regards

A handwritten signature in black ink, appearing to read 'Roger Dickie', with a stylized, cursive script.

Roger Dickie

Date Range: 01 Mar 18 to 28 Feb 19

Cricklewood Forest Partnership Budget Cash Flow Statement Year Ending 28 February 2019

	Total	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Period End
INCOME														
Credit Interest	60	5	5	5	5	5	5	5	5	5	5	5	5	
NZU's Sale	184,224	184,224												
INCOME Total	184,284	184,229	5	5	5	5	5	5	5	5	5	5	5	
FOREST EXPENSES														
Harvesting Expenses														
Roading & Engineerin	-220,000	-110,000	-110,000											
Harvesting Expenses Total	-220,000	-110,000	-110,000											
Tree Purchases	-1,920				-1,920									
Planting	-4,400				-4,400									
Releasing Costs	-2,000							-2,000						
Forest Management	-10,139	-690	-690	-690	-1,954	-690	-690	-1,090	-725	-850	-690	-690	-690	
FOREST EXPENSES Total	-238,459	-110,690	-110,690	-690	-8,274	-690	-690	-3,090	-725	-850	-690	-690	-690	
OPERATION EXPENSES														
Accommodation														
Complex Maintenance	-2,400	-200	-200	-200	-200	-200	-200	-200	-200	-200	-200	-200	-200	
Accommodation Total	-2,400	-200	-200	-200	-200	-200	-200	-200	-200	-200	-200	-200	-200	
Fire Protection	-300									-300				
Weed & Pest														
Weed	-500									-500				
Weed & Pest Total	-500									-500				
OPERATION EXPENSES Total	-3,200	-200	-200	-200	-200	-200	-200	-200	-200	-1,000	-200	-200	-200	
ADMINISTRATION EXPENSES														
Accountancy Fees	-2,790			-2,790										
Administration	-4,536	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	
Audit Fee	-2,095					-2,095								
Bank Fees	-60	-5	-5	-5	-5	-5	-5	-5	-5	-5	-5	-5	-5	
Contingencies	-2,000			-1,000						-1,000				
Meeting Costs	-450				-450									
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Subscriptions	-645	-470							-175					
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-15,051	-853	-945	-4,558	-1,156	-2,933	-383	-383	-933	-1,383	-383	-758	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Ins	-610							-610						
Tree Fire & Wind	-17,507							-17,507						
Insurance Total	-18,117							-18,117						
Legal Fees	-600					-600								
Rates	-6,640			-1,660			-1,660			-1,660			-1,660	
Valuation	-465		-465											
FINANCIAL & STANDING CHARGES Total	-25,822		-465	-1,660		-600	-1,660	-18,117		-1,660			-1,660	
OTHER														
Payment to Partners	-202,668	-197,900	-4,768											
NZU Tax Payment	-184,224		-184,224											
OTHER Total	-386,892	-197,900	-188,992											
FIN YEAR SURPLUS Total	-485,140	-125,414	-301,287	-7,103	-9,625	-4,418	-2,928	-21,785	-1,853	-4,888	-1,268	-1,643	-2,928	
GST														
General	41,915							36,988						4,927
Gst Component	-41,917	-16,761	-16,788	-933	-1,444	-606	-457	-3,268	-222	-601	-190	-190	-457	
GST Payable	-53,253	-53,253												
GST Total	-53,255	-70,014	-16,788	-933	-1,444	-606	-457	33,720	-222	-601	-190	-190	-457	4,927
GST Total	-53,255	-70,014	-16,788	-933	-1,444	-606	-457	33,720	-222	-601	-190	-190	-457	4,927
Opening Balance	357,375	357,375	161,947	-156,128	-164,164	-175,233	-180,257	-183,642	-171,707	-173,782	-179,271	-180,729	-182,562	-185,947
Closing Balance	-185,947	161,947	-156,128	-164,164	-175,233	-180,257	-183,642	-171,707	-173,782	-179,271	-180,729	-182,562	-185,947	-181,020

Notes to the Budget

Seedlings Cp @ \$400/1000 - 8ha x 60%

Planting - 8 ha @ \$550/ha

Releasing - 8 ha @ 250

Weed Control - Trackside Weed Control

Harvest Roding - Road Formation and Metalling

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 - 26,497. Estimated sale of 1500 units @ \$20 in September

RDNZ charge out rate is \$98 +GST per hour (this is for non-standard administrative work, i.e. harvest payment processing, international payments, grazing/hive rental negotiations)

International transactions are charged to individual partners @ \$50 per transaction (\$15 bank fee, \$35 RDNZ admin fee)