

AGENDA

GREENWOOD FOREST LIMITED PARTNERSHIP

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NOTICE OF AGM AND FOREST VISIT

The meeting and forest visit of Greenwood Forest LP will be held at the Patutahi Community Hall on Saturday 21st April 2018 commencing at 8.30am.

This is held in conjunction with, Chatswood, Eastwood, Fleetwood, Glen Alvon, Heywood, Monterey, Pine Ridge, Portobello, Windsor, Woodside, Young Nicks, Eagle, Fairway, Greens, Links and Stableford.

PROGRAMME

8.30 - 8.45am	Registration and morning tea
8.45 - 9.00am	Welcome & opening of meeting
9.00 - 12.30pm	Forest visit – meeting continues
12.30 - 1.00pm	Lunch at the hall
1.00 - 3.00pm	Afternoon session - meeting continues

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/ Apology / Proxy form

Please complete the 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 form; 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 PATUTAHİ COMMUNITY HALL

The Patutahi Hall is located on Biggs St in the Patutahi Township. Those travelling from Awapuni Rd, Gisborne, turn onto Wharerata Rd (SH2) and at the roundabout take the 3rd exit onto Wharekopae Rd. Turn right onto Patutahi Rd, then left at Atkins Rd. Turn right into Biggs St.

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 flourish at the end.

Roger Dickie

Date Range: 01 Mar 18 to 28 Feb 19

Greenwood Forest LP 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	
Carbon Lease	97,026						97,026							
INCOME Total	97,086	5	5	5	5	5	97,031	5	5	5	5	5	5	
FOREST EXPENSES														
Thinning	-600	-600												
Forest Management	-10,239	-2,470	-650	-650	-650	-650	-650	-650	-1,150	-769	-650	-650	-650	
FOREST EXPENSES Total	-10,839	-3,070	-650	-650	-650	-650	-650	-650	-1,150	-769	-650	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Repairs & Maint														
Fences & Yards	-3,500	-3,500												
Tracking	-5,000	-5,000												
Repairs & Maint Total	-8,500	-8,500												
Weed & Pest														
Pest	-2,500								-2,500					
Weed & Pest Total	-2,500								-2,500					
OPERATION EXPENSES Total	-11,300	-8,500							-2,500	-300				
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	-1,595					-1,595								
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									
Subscriptions	-765	-470								-295				
Compliance	-895		-187	-385	-223	-100								
ADMINISTRATION EXPENSES Total	-13,091	-853	-570	-3,558	-1,056	-3,078	-383	-383	-383	-678	-383	-1,383	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Ins	-500								-500					
Tree Fire & Wind	-13,315								-13,315					
Insurance Total	-13,815								-13,815					
Legal Fees	-600					-600								
Rates	-10,660			-2,665			-2,665			-2,665			-2,665	
Valuation	-465		-465											
FINANCIAL & STANDING CHARGES Total	-14,880	-465	-465	-4,203	-1,701	-600			-13,815					
FIN YEAR SURPLUS Total	46,976	-12,418	-1,680	-4,203	-1,701	-4,323	95,998	-1,028	-17,843	-1,742	-1,028	-2,028	-1,028	
GST														
GST														
General	-5,747							-10,101						4,354
Gst Component	5,749	-1,863	-252	-1,030	-255	-498	14,000	-154	-2,676	-661	-154	-154	-554	
GST Payment	-12,426	-12,426												
GST Total	-12,424	-14,289	-252	-1,030	-255	-498	14,000	-10,255	-2,676	-661	-154	-154	-554	4,354
GST Total	-12,424	-14,289	-252	-1,030	-255	-498	14,000	-10,255	-2,676	-661	-154	-154	-554	4,354
Opening Balance	107,238	107,238	80,531	78,599	73,366	71,410	66,589	176,587	165,304	144,785	142,382	141,200	139,018	137,436
Closing Balance	137,436	80,531	78,599	73,366	71,410	66,589	176,587	165,304	144,785	142,382	141,200	139,018	137,436	141,790

Notes to the Budget

Roadside Thinning - thin to waste trees along roadside before they get too large

Fencing - repairs to Mulooly Boundary Fence

Pest Control - Possum Poisoning

Carbon Lease 473.3ha x \$205 + an adjustment for CPI

The above expenditure is estimated

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)