

AGENDA

HUNTER VALLEY FOREST PARTNERSHIP

PO Box 43 WAVERLEY 4544 Tel +64 6 346 5329
Fax +64 6 346 5369 Email: invest@rogerdickie.co.nz

NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of Hunter Valley Forest Partnership will be held at the Wairoa Yacht Club on Sunday 22nd April 2018 commencing at 8.30am.

This is held in conjunction with Belmont, Castle Rock, Crosswood, Dashwood, Hunter Valley, Malthouse, Millbrook, Ormsby and Windermere Forest Partnerships.

PROGRAMME

8.30 - 8.45am	Registration and morning tea
8.45 - 9.00am	Welcome & opening of meeting
9.00 - 12.30pm	Morning Session - Harvest Planning
12.30 - 1.00pm	Lunch at the Club Rooms
1.00 - 3.00pm	Forest Visit

Times are approximate and the tour of 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 2017-2018 Budget Cashflow
10. General Business

PROXY VOTING

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.
-
- 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 advising the office as soon as possible. **It is important we have accurate numbers for catering purposes.**

DIRECTIONS TO WAIROA YACHT CLUB

The Wairoa Yacht Club is located on Kopu Rd, opposite Lion St. If travelling from the north on Bridge St (SH2), turn left at the roundabout onto Marine Parade or, if travelling from the south on Achilles St (SH2), at the roundabout take the 3rd exit onto Marine Parade. At the end of this road, turn right into Kopu Rd.

Regards

A handwritten signature in black ink, appearing to read 'Roger Dickie', written in a cursive style.

Roger Dickie

Date Range: 01 Mar 18 to 28 Feb 19

Hunter Valley 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	281,311	91,311		30,000						160,000				
INCOME Total	281,371	91,316	5	30,005	5	5	5	5	5	160,005	5	5	5	
FOREST EXPENSES														
Forest Management	-33,041	-3,376	-650	-1,070	-650	-650	-650	-650	-685	-22,710	-650	-650	-650	
Plot Imputation	-2,539	-2,539												
Harvest Planning	-7,589	-7,589												
PSP's	-600			-600										
FOREST EXPENSES Total	-43,769	-13,504	-650	-1,670	-650	-650	-650	-650	-685	-22,710	-650	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Repairs & Maint														
Bridges	-100,000									-100,000				
Tracking	-13,500	-3,500								-10,000				
Repairs & Maint Total	-113,500	-3,500								-110,000				
Weed & Pest														
Pest	-1,500			-1,500										
Weed & Pest Total	-1,500			-1,500										
OPERATION EXPENSES Total	-115,300	-3,500		-1,500						-110,300				
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	
Meeting Costs	-450				-450									
Statutory Supervisor	-1,500			-375			-375			-375			-375	
Subscriptions	-645	-470							-175					
Contingencies	-2,000			-1,000						-1,000				
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-14,551	-853	-570	-4,933	-1,156	-2,058	-758	-383	-558	-1,758	-383	-383	-758	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Ins	-610							-610						
Tree Fire & Wind	-9,436							-9,436						
Insurance Total	-10,046							-10,046						
Legal Fees	-600					-600								
Rates														
General	-3,544			-886			-886			-886			-886	
Rates Total	-3,544			-886			-886			-886			-886	
Valuation	-465		-465											
NZU Tax Payment	-91,311		-91,311											
FINANCIAL & STANDING CHARGES Total	-105,966		-91,776	-886		-600	-886	-10,046		-886			-886	
FIN YEAR SURPLUS Total	1,785	73,459	-92,991	21,016	-1,801	-3,303	-2,289	-11,074	-1,238	24,351	-1,028	-1,028	-2,289	
GST														
GST														
General	27,932							5,236						22,696
Gst Component	-27,931	-2,678	-252	-1,198	-270	-495	-343	-1,661	-186	-20,197	-154	-154	-343	
GST Refund	3,153	3,153												
GST Total	3,154	475	-252	-1,198	-270	-495	-343	3,575	-186	-20,197	-154	-154	-343	22,696
GST Total	3,154	475	-252	-1,198	-270	-495	-343	3,575	-186	-20,197	-154	-154	-343	22,696
Opening Balance	20,858	20,858	94,792	1,549	21,367	19,296	15,498	12,866	5,367	3,943	8,097	6,915	5,733	3,101
Closing Balance	3,101	94,792	1,549	21,367	19,296	15,498	12,866	5,367	3,943	8,097	6,915	5,733	3,101	25,797

Notes to the Budget

Construct New Bridge

Pest Control - Possum Poisoning

Remeasure 2 PSPs

Harvest Planning - 205.1ha x \$37/ha

Plot Imputation - 75% os cost carried over from last year - \$12.40/ha

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 - 12,505. Estimated sale of 1500 units @ \$20 in May and 8000 units in November

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)