

AGENDA

MAXWELL 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 Maxwell Forest Partnership will be held at the Ashley Park, Waitotara, on Friday 11th May 2018 commencing at 10.00am.

This is held in conjunction with Waikare Forest Partnership.

PROGRAMME

10.00-10.45am	Welcome, Registration and Health and Safety sign in with morning tea
10.45-1.00pm	Maxwell Forest meeting
1.00-1.30pm	Lunch at Ashley Park
1.30-3.00pm	Maxwell visit forest

Times are approximate and the tour of the forest 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

PROXY VOTING

Please complete the Proxy Form and return to our office by Wednesday 9th May 2018:

- **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
 - **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:

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

ATTENDANCE/CATERING

If you are attending the meeting please assist by advising the office as soon as possible. It is important we have accurate numbers for catering purposes.

DIRECTIONS/ACCOMMODATION

Ashley Park is located on SH3, approx 34km north of Wanganui and approx 3km south of Waitotara and is well sign posted. Upon arrival, drive over the cattlestop straight ahead to the camping ground and the Conference Room is located on the right. Accommodation is available at Ashley Park, if you wish to stay overnight. You can visit their website www.ashleypark.co.nz or phone 06 346 5917 to make a reservation.

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

Maxwell 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	
Sale of NUZ's	407,559	407,559												
Harvesting														
Harvest Income	2,254,795	379,579	216,275	216,275	216,275	118,353	118,353	118,353	217,941	217,941	217,941	72,503	72,503	72,503
Harvesting Total	2,254,795	379,579	216,275	216,275	216,275	118,353	118,353	118,353	217,941	217,941	217,941	72,503	72,503	72,503
INCOME Total	2,662,414	787,143	216,280	216,280	216,280	118,358	118,358	118,358	217,946	217,946	217,946	72,508	72,508	72,503
FOREST EXPENSES														
Plant/Blank Labour	-82,500					-82,500								
Tree Purchases	-69,750					-45,750					-12,000	-12,000		
Releasing Costs	-37,500								-37,500					
Forest Management	-53,170	-10,855	-345	-355	-345	-25,995	-345	-355	-7,845	-885	-2,745	-2,755	-345	
Dessication	-52,500	-52,500												
FOREST EXPENSES Total	-295,420	-63,355	-345	-355	-345	-154,245	-345	-355	-45,345	-885	-14,745	-14,755	-345	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Weed & Pest														
Pest	-3,800	-150	-100	-150	-100	-100	-100	-150	-100	-2,500	-100	-150	-100	
Weed & Pest Total	-3,800	-150	-100	-150	-100	-100	-100	-150	-100	-2,500	-100	-150	-100	
OPERATION EXPENSES Total	-4,100	-150	-100	-150	-100	-100	-100	-150	-100	-2,800	-100	-150	-100	
ADMINISTRATION EXPENSES														
Accountancy Fees	-3,560			-3,560										
Administration	-4,536	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	
Harvest Admin	-5,880	-490	-490	-490	-490	-490	-490	-490	-490	-490	-490	-490	-490	
Audit Fee	-2,675					-2,675								
Bank Fees	-60	-5	-5	-5	-5	-5	-5	-5	-5	-5	-5	-5	-5	
Meeting Costs	-600				-600									
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Subscriptions	-470	-470												
Contingencies	-2,000			-1,000						-1,000				
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-22,256	-1,343	-1,435	-5,818	-1,796	-4,003	-873	-873	-1,248	-1,873	-873	-1,248	-873	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Insurance	-610							-610						
Tree Fire & Wind	-10,964							-10,964						
Insurance Total	-11,574							-11,574						
Legal Fees	-600					-600								
Rates	-3,520			-880			-880			-880			-880	
Valuation	-465		-465											
NZU Payment	-407,559		-407,559											
Payment to Partners	-2,251,305	-379,089	-216,275	-216,275	-216,275	-118,353	-118,353	-118,353	-217,941	-217,941	-214,941	-72,503	-72,503	-72,503
FINANCIAL & STANDING CHARGES Total	-2,675,023	-379,089	-624,299	-217,155	-216,275	-118,953	-119,233	-129,927	-217,941	-218,821	-214,941	-72,503	-73,383	-72,503
FIN YEAR SURPLUS Total	-334,385	343,206	-409,899	-7,198	-2,236	-158,943	-2,193	-12,947	-46,688	-6,433	-12,713	-16,148	-2,193	
GST														
GST														
General	-276,963			-79,301		-63,617		-11,336		-41,499		-62,210		-19,000
Gst Component	287,837	47,210	32,090	31,512	32,106	-6,088	17,424	15,811	25,688	31,876	30,334	8,453	10,546	10,875
GST To Pay	-62,793	-62,793												
GST Total	-51,919	-15,583	32,090	-47,789	32,106	-69,705	17,424	4,475	25,688	-9,623	30,334	-53,757	10,546	-8,125
GST Total	-51,919	-15,583	32,090	-47,789	32,106	-69,705	17,424	4,475	25,688	-9,623	30,334	-53,757	10,546	-8,125
Opening Balance	447,667	447,667	775,290	397,481	342,494	372,364	143,716	158,947	150,475	129,475	113,419	131,040	61,135	69,488
Closing Balance	69,488	775,290	397,481	342,494	372,364	143,716	158,947	150,475	129,475	113,419	131,040	61,135	69,488	61,363

Notes to the Budget

Seedling Deposit 40% 150,000 CP @ \$400

Aerial Dessication 150Ha @ \$350/ha

Planting -150ha @ \$550/ha

130,000 Seedlings -CP Stock @ \$400/1,000x60% + Freight @ \$65/1,000

Releasing - 150ha @ \$250/ha

Pest Control -Goats and Possums

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 - 20,066.

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

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