

AGENDA

QUAIL RIDGE FOREST PARTNERSHIP

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NOTICE OF AGM AND FOREST VISIT

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

This is held in conjunction with Cricklewood, Glenlea, Oak Bridge, 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 / APOLOGY / 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

Quail Ridge 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	139,602	114,602						25,000						
Harvesting														
Roadlining Income	648,000									324,000	324,000			
Harvesting Total	648,000									324,000	324,000			
INCOME Total	787,662	114,607	5	5	5	5	5	25,005	5	324,005	324,005	5	5	
FOREST EXPENSES														
Harvest Expenses														
Roadling & Engineering	-261,680									-130,840	-130,840			
Logging	-210,600									-105,300	-105,300			
Cartage	-145,800									-72,900	-72,900			
Forest Management Fee	-25,920									-12,960	-12,960			
Miscellaneous	-4,000									-2,000	-2,000			
Harvest Expenses Total	-648,000									-324,000	-324,000			
Forest Management	-8,475	-690	-690	-690	-690	-690	-690	-690	-725	-850	-690	-690	-690	
FOREST EXPENSES Total	-656,475	-690	-690	-690	-690	-690	-690	-690	-725	-324,850	-324,690	-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	-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									
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Subscriptions	-645	-470							-175					
Compliance	-672		-187	-385	-100									
NZ Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-14,551	-853	-945	-4,558	-1,156	-2,433	-383	-383	-933	-1,383	-383	-758	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Insurance	-610							-610						
Tree Fire & Wind	-11,976							-11,976						
Insurance Total	-12,586							-12,586						
Legal Fees	-600					-600								
Rates	-4,600			-1,150			-1,150			-1,150			-1,150	
Valuation	-465		-465											
FINANCIAL & STANDING CHARGES Total	-18,251		-465	-1,150		-600	-1,150	-12,586		-1,150			-1,150	
OTHER														
Payment to Partners	-130,807	-130,807												
NZU Tax Payment	-114,602		-114,602											
OTHER Total	-245,409	-130,807	-114,602											
FIN YEAR SURPLUS Total	-150,224	-17,943	-116,897	-6,593	-2,041	-3,918	-2,418	11,146	-1,853	-4,378	-1,268	-1,643	-2,418	
GST														
GST														
General	6,362							2,700						3,662
Gst Component	-6,363	-261	-344	-839	-306	-588	-363	-2,078	-278	-507	-190	-246	-363	
Payable	-16,237	-16,237												
GST Total	-16,238	-16,498	-344	-839	-306	-588	-363	622	-278	-507	-190	-246	-363	3,662
GST Total	-16,238	-16,498	-344	-839	-306	-588	-363	622	-278	-507	-190	-246	-363	3,662
Opening Balance	174,024	174,024	139,583	22,342	14,910	12,563	8,057	5,276	17,044	14,913	10,028	8,570	6,681	3,900
Closing Balance	3,900	139,583	22,342	14,910	12,563	8,057	5,276	17,044	14,913	10,028	8,570	6,681	3,900	7,562

Notes to the Budget

Weed control - Trackside Weed Control

Roadline Harvest

Roading cost assumed at \$81,775/km - 32 metres per ha - 100ha = 3.2 kms inclusive of landings

Harvest Cost @ \$39/tonne

Cartage @ \$27/tonne

Miscellaneous - Weighbridge, FGC Levy etc

Harvest Management @ 4%

Roadlining Revenue covers Roadline Harvest 600 tonnes @ \$120 - 9ha

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 -18,047 . Estimated sale of 1250 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)