

AGENDA

RICHMOND FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of Richmond 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 Ashdown, Brentwood, Hereford, Long Ridge, Richmond, Turnbridge and Winchester Forest Partnerships.

PROGRAMME

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

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.
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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 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', with a stylized, cursive script.

Roger Dickie

Date Range: 01 Mar 18 to 28 Feb 19

Richmond 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	
Roadlining Revenue	648,000								324,000	324,000				
NZU's Sale	202,123	137,123		35,000				30,000						
INCOME Total	850,183	137,128	5	35,005	5	5	5	30,005	324,005	324,005	5	5	5	
ROADLINING EXPENSES														
Harvest Roothing	-261,680								-130,840	-130,840				
Logging	-210,600								-105,300	-105,300				
Cartage	-145,800								-72,900	-72,900				
Miscellaneous	-4,000								-2,000	-2,000				
Harvest Management	-25,920								-12,960	-12,960				
ROADLINING EXPENSES Total	-648,000								-324,000	-324,000				
FOREST EXPENSES														
Forest Management	-12,925	-1,491	-650	-650	-3,342	-650	-1,110	-650	-650	-1,782	-650	-650	-650	
Harvest Planning	-13,458				-13,458									
Plot Imputation	-3,203	-3,203												
PSP's	-1,200									-1,200				
FOREST EXPENSES Total	-30,786	-4,694	-650	-650	-16,800	-650	-1,110	-650	-650	-2,982	-650	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Repairs & Maintenance														
Tracking	-5,000	-1,000								-4,000				
Repairs & Maintenance Total	-5,000	-1,000								-4,000				
Weed & Pest														
Pest	-2,300						-2,300							
Weed & Pest Total	-2,300						-2,300							
OPERATION EXPENSES Total	-7,600	-1,000					-2,300			-4,300				
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	-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	-630	-470								-160				
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-15,036	-853	-945	-4,558	-1,156	-2,933	-383	-383	-758	-1,543	-383	-758	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Insurance	-841							-841						
Tree Fire & Wind	-13,576							-13,576						
Insurance Total	-14,417							-14,417						
Legal Fees	-600					-600								
Rates	-5,692			-1,423			-1,423			-1,423			-1,423	
Valuation	-465		-465											
NZU Tax Payment	-137,123	-137,123												
FINANCIAL & STANDING CHARGES Total	-158,297	-137,588	-1,423	-1,423	-600	-1,423	-14,417	-14,417	-1,423	-1,423	-1,028	-1,403	-2,451	
FIN YEAR SURPLUS Total	-9,536	130,581	-139,178	28,374	-17,951	-4,178	-5,211	14,555	-1,403	-10,243	-1,028	-1,403	-2,451	
GST														
General	10,910							6,234						4,676
Gst Component	-10,910	-981	-308	-844	-2,693	-627	-782	-2,317	-240	-1,386	-154	-210	-368	
GST Refund	4,113	4,113												
GST Total	4,113	3,132	-308	-844	-2,693	-627	-782	3,917	-240	-1,386	-154	-210	-368	4,676
GST Total	4,113	3,132	-308	-844	-2,693	-627	-782	3,917	-240	-1,386	-154	-210	-368	4,676
Opening Balance	11,273	11,273	144,986	5,500	33,030	12,386	7,581	1,588	20,060	18,417	6,788	5,606	3,993	1,174
Closing Balance	1,174	144,986	5,500	33,030	12,386	7,581	1,588	20,060	18,417	6,788	5,606	3,993	1,174	5,850

Notes to the Budget

Share cost of concrete slab to stop ford undermining - carried over from last year

Pest Control - Possum Poisoning

Remeasure 4 PSPs

Harvest Planning 258.8ha @ \$52/ha

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

Road Line Harvest

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

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 - 20,010. Estimated sale of 1750 units @ \$20 in May & 1500 units 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)