

AGENDA

STONE HOUSE 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 Stone House Forest Partnership will be held at the Napier Conference Centre on Friday 27th April 2018 commencing at 8.30am.

This is held in conjunction with Aberdeen, Arborfield, Augusta, Castle Peak, Ridgemount, Romney, Roxburgh, Sovereign, Stone House and Totara Valley Forest Partnerships and Granity Forest Limited

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
1.00 - 3.00pm	Afternoon session

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 2018-2019 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 advising the office as soon as possible. **It is important we have accurate numbers for catering purposes.**

DIRECTIONS TO NAPIER CONFERENCE CENTRE

The Napier Conference Centre is located on the waterfront at 48 Marine Parade.

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

Stone House 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	188,821	188,821												
INCOME Total	188,881	188,826	5	5	5	5	5	5	5	5	5	5	5	
FOREST EXPENSES														
Forest Management	-9,539	-1,554	-650	-650	-650	-650	-650	-650	-685	-950	-1,150	-650	-650	
Plot Inputation	-4,522	-4,522												
FOREST EXPENSES Total	-14,061	-6,076	-650	-650	-650	-650	-650	-650	-685	-950	-1,150	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Repairs & Maint														
Tracking	-2,500										-2,500			
Repairs & Maint Total	-2,500										-2,500			
Weed & Pest														
Weed	-1,200									-1,200				
Weed & Pest Total	-1,200									-1,200				
OPERATION EXPENSES Total	-4,000									-1,500	-2,500			
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	-1,200				-1,200									
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Subscriptions	-645	-470							-175					
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-15,301	-853	-945	-4,558	-1,906	-2,433	-383	-383	-933	-1,383	-383	-758	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Ins	-610							-610						
Tree Fire & Wind	-17,138							-17,138						
Insurance Total	-17,748							-17,748						
Legal Fees	-600					-600								
Rates	-2,308			-577			-577			-577			-577	
Valuation	-465		-465											
NZU Disbursement	-188,821		-188,821											
FINANCIAL & STANDING CHARGES Total	-209,942		-189,286	-577		-600	-577	-17,748		-577			-577	
FIN YEAR SURPLUS Total	-54,423	181,897	-190,876	-5,780	-2,551	-3,678	-1,605	-18,776	-1,613	-4,405	-4,028	-1,403	-1,605	
GST														
GST														
General	7,813							3,239						4,574
Gst Component	-7,814	-1,039	-308	-717	-383	-552	-241	-2,766	-242	-511	-604	-210	-241	
GST Refund	4,036	4,036												
GST Total	4,035	2,997	-308	-717	-383	-552	-241	473	-242	-511	-604	-210	-241	4,574
GST Total	4,035	2,997	-308	-717	-383	-552	-241	473	-242	-511	-604	-210	-241	4,574
Opening Balance	68,659	68,659	253,553	62,369	55,872	52,938	48,708	46,862	28,559	26,704	21,788	17,156	15,543	13,697
Closing Balance	13,697	253,553	62,369	55,872	52,938	48,708	46,862	28,559	26,704	21,788	17,156	15,543	13,697	18,271

Notes to the Budget

Weed Control - trackside blackberry spraying

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

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 - 27,673.

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)