

AGENDA

WAIPAPA FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of Waipapa Forest Partnership will be held at the Napier Conference Centre on Saturday 28th April 2018 commencing at 8.30am.

This is held in conjunction with Kahkea 1 and Kaheka 2 Forest Partnership

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 (Harvest Presentation)

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 flourish at the end.

Roger Dickie

Date Range: 01 Mar 18 to 28 Feb 19

Waipapa 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	
Harvest Income	2,676,043	133,000	98,664	98,664	303,329	303,329	303,329	239,288	239,288	239,288	239,288	239,288	239,288	
INCOME Total	2,676,103	133,005	98,669	98,669	303,334	303,334	303,334	239,293	239,293	239,293	239,293	239,293	239,293	
FOREST EXPENSES														
Tree Purchases	-6,400										-3,200	-3,200		
Forest Management	-5,675	-325	-725	-325	-325	-325	-325	-325	-360	-385	-965	-965	-325	
FOREST EXPENSES Total	-12,075	-325	-725	-325	-325	-325	-325	-325	-360	-385	-4,165	-4,165	-325	
OPERATION EXPENSES														
Fire Protection	-300													
Weed & Pest														
Pest	-2,000		-2,000											
Weed & Pest Total	-2,000		-2,000											
OPERATION EXPENSES Total	-2,300		-2,000											
ADMINISTRATION EXPENSES														
Accountancy Fees	-2,790			-2,790										
Administration	-4,536	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	-378	
Administration Harvest	-5,880	-490	-490	-490	-490	-490	-490	-490	-490	-490	-490	-490	-490	
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										
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	-21,681	-1,343	-1,435	-5,048	-2,396	-3,423	-873	-873	-1,423	-1,873	-873	-1,248	-873	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Insurance	-610					-610								
Tree Fire & Wind	-13,852					-13,852								
Insurance Total	-14,462					-14,462								
Legal Fees	-600					-600								
Rates	-1,652			-413			-413			-413			-413	
Valuation	-465		-465											
NZU Disbursement	-356,222		-356,222											
Harvest Disbursement	-2,652,028		-143,608	-98,664	-303,329	-303,329	-303,329	-303,329	-239,288	-239,288	-239,288	-239,288	-239,288	
FINANCIAL & STANDING CHARGES Total	-3,025,429		-500,295	-99,077	-303,329	-318,391	-303,742	-303,329	-239,288	-239,701	-239,288	-239,288	-239,701	
FIN YEAR SURPLUS Total	-385,382	131,337	-405,786	-5,781	-2,716	-18,805	-1,606	-65,234	-1,778	-2,966	-5,033	-5,408	-1,606	
GST														
General	-393,731							-180,919						-212,812
Gst Component	393,729	19,701	14,107	14,082	45,092	42,679	45,258	35,714	35,626	35,598	35,138	35,082	35,652	
GST Payment	-18,457	-18,457												
GST Total	-18,459	1,244	14,107	14,082	45,092	42,679	45,258	-145,205	35,626	35,598	35,138	35,082	35,652	-212,812
GST Total	-18,459	1,244	14,107	14,082	45,092	42,679	45,258	-145,205	35,626	35,598	35,138	35,082	35,652	-212,812
Opening Balance	550,515	550,515	683,096	291,417	299,718	342,094	365,968	409,620	199,181	233,029	265,661	295,766	325,440	359,486
Closing Balance	359,486	683,096	291,417	299,718	342,094	365,968	409,620	199,181	233,029	265,661	295,766	325,440	359,486	146,674

Notes to the Budget

Net Harvest Income Estimate - this is based on a stumpage of \$33,890 (based on 12 quarter price) per hectare. NOTE: This is an estimate only for budgeting purposes.

Seedling Deposit 2 Deposits of 20% each - 40ha x 1,000sph x \$400/1,000

Pest Control - Possum Poisoning

Harvest cost are based on \$39 per tonne

Cartage cost are based on \$27 per tonne

Miscellaneous includes Forest Levy, Weighbridge

Harvest Management is 4% of gross revenue

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 - 785. The balance of the NZU's were sold in March 18

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)