

AGENDA

WINDERMERE FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of Windermere 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 Belmont, Castle Rock, Crosswood, Dashwood, Hunter Valley, Malthouse, Millbrook, Ormsby and Windermere Forest Partnerships.

PROGRAMME

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

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 PF Olsen Forest Managers 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. Discuss option of Forest Management NZ Ltd taking over the management of the forest
11. 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', written in a cursive style.

Roger Dickie

Date Range: 01 Mar 18 to 28 Feb 19

Windermere 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 NZU's	156,655	116,655	30,000							10,000				
INCOME Total	156,715	116,660	30,005	5	5	5	5	5	5	10,005	5	5	5	
FOREST EXPENSES														
Forest Management	-4,500	-375	-375	-375	-375	-375	-375	-375	-375	-375	-375	-375	-375	
FOREST EXPENSES Total	-4,500	-375	-375	-375	-375	-375	-375	-375	-375	-375	-375	-375	-375	
OPERATION EXPENSES														
Fire Protection														
General	-866								-433			-433		
Fire Protection Total	-866								-433			-433		
Security	-500								-500					
Repairs & Maint														
Road Maintenance	-5,250	-4,900										-350		
Repairs & Maint Total	-5,250	-4,900										-350		
Preharvest Inventory	-9,100							-9,100						
OPERATION EXPENSES Total	-15,716	-4,900						-9,100	-933			-783		
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	-580	-470								-110				
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-14,486	-853	-945	-4,558	-1,156	-2,433	-383	-383	-758	-1,493	-383	-758	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Ins	-610							-610						
Tree Fire & Wind	-12,324							-12,324						
Insurance Total	-12,934							-12,934						
Legal Fees	-600					-600								
Rates	-3,764			-941			-941			-941			-941	
Valuation	-465		-465											
NZU Tax Payment	-116,655		-116,655											
FINANCIAL & STANDING CHARGES Tot	-134,418		-117,120	-941		-600	-941	-12,934		-941			-941	
FIN YEAR SURPLUS Total	-12,405	110,532	-88,435	-5,869	-1,526	-3,403	-1,694	-22,787	-2,061	7,196	-753	-1,911	-1,694	
GST														
GST														
General	25,060							20,408						4,652
Gst Component	-25,058	-918	-17,765	-730	-229	-510	-254	-3,418	-309	-271	-113	-287	-254	
GST Refund	2,024	2,024												
GST Total	2,026	1,106	-17,765	-730	-229	-510	-254	16,990	-309	-271	-113	-287	-254	4,652
GST Total	2,026	1,106	-17,765	-730	-229	-510	-254	16,990	-309	-271	-113	-287	-254	4,652
Opening Balance	17,515	17,515	129,153	22,953	16,354	14,599	10,686	8,738	2,941	571	7,496	6,630	4,432	2,484
Closing Balance	2,484	129,153	22,953	16,354	14,599	10,686	8,738	2,941	571	7,496	6,630	4,432	2,484	7,136

Notes to the Budget

The above expenditure is estimated

Liability Free NZU Balance at 1 March 2018 - 17,547. Estimated sale of 1500 units @ \$20 in April and 500 units in November

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)