

AGENDA

WOODLANDS FOREST PARTNERSHIP

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NOTICE OF AGM AND FOREST VISIT

The meeting and forest visit of Woodlands 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, Quail Ridge, Stoney River 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 that 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

Woodlands 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	211,388	181,388						30,000						
Roadlining Income	648,000			324,000	324,000									
INCOME Total	859,448	181,393	5	324,005	324,005	5	5	30,005	5	5	5	5	5	
FOREST EXPENSES														
Harvesting Expenses														
Logging	-210,600			-105,300	-105,300									
Cartage	-145,800			-72,900	-72,900									
FMNZ Fees	-25,920			-12,960	-12,960									
Roading & Engineering	-261,680			-130,840	-130,840									
Miscellaneous	-4,000			-2,000	-2,000									
Harvesting Expenses Total	-648,000			-324,000	-324,000									
Tree Purchases	-3,360				-3,360									
Planting	-7,700				-7,700									
Forest Management	-10,467	-640	-600	-600	-2,852	-600	-600	-1,340	-635	-760	-640	-600	-600	
Releasing Costs	-3,500							-3,500						
FOREST EXPENSES Total	-673,027	-640	-600	-324,600	-337,912	-600	-600	-4,840	-635	-760	-640	-600	-600	
OPERATION EXPENSES														
Accommodation														
Complex Maintenance	-800	-200			-200			-200			-200			
Accommodation Total	-800	-200			-200			-200			-200			
Fire Protection	-300									-300				
Weed & Pest														
Weed	-500									-500				
Weed & Pest Total	-500									-500				
OPERATION EXPENSES Total	-1,600	-200			-200			-200		-800	-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	-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	-645	-470							-175					
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-15,051	-853	-945	-4,558	-1,156	-2,933	-383	-383	-933	-1,383	-383	-758	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Insurance	-610							-610						
Tree Fire & Wind	-16,946							-16,946						
Insurance Total	-17,556							-17,556						
Legal Fees	-600					-600								
Rates	-5,688			-1,422			-1,422			-1,422			-1,422	
Valuation	-465		-465											
FINANCIAL & STANDING CHARGES Total	-24,309		-465	-1,422		-600	-1,422	-17,556		-1,422			-1,422	
OTHER														
Payment to Partners	-96,505	-96,505												
NZU Tax Payment	-181,388		-181,388											
OTHER Total	-277,893	-96,505	-181,388											
FIN YEAR SURPLUS Total	-132,432	83,195	-183,393	-6,575	-15,263	-4,128	-2,400	7,026	-1,563	-4,360	-1,218	-1,353	-2,400	
GST														
General	9,589							4,659						4,930
Gst Component	-9,588	-253	-301	-836	-2,289	-619	-360	-3,446	-234	-504	-183	-203	-360	
GST Payable	-66,726	-66,726												
GST Total	-66,725	-66,979	-301	-836	-2,289	-619	-360	1,213	-234	-504	-183	-203	-360	4,930
GST Total	-66,725	-66,979	-301	-836	-2,289	-619	-360	1,213	-234	-504	-183	-203	-360	4,930
Opening Balance	208,445	208,445	224,661	40,967	33,556	16,004	11,257	8,497	16,736	14,939	10,075	8,674	7,118	4,358
Closing Balance	4,358	224,661	40,967	33,556	16,004	11,257	8,497	16,736	14,939	10,075	8,674	7,118	4,358	9,288

IMPORTANT: Income from harvest of trees is estimated only. There are a number of variables that we cannot control which will affect this - this number is for budgeting purposes only. Roadlining harvest revenue is used to establish the forest roads.

Notes to the Budget

Releasing - 14ha @ \$250

Weed Control - Trackside Weed Control

Roadline Harvest

Roading Cost Assumed at \$81,775/km - 32 metres per ha - 100ha = 3.2kms 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 - 26,497. Estimated sale of 1500 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)