

AGENDA

WOODLEIGH FOREST LIMITED

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 Woodleigh Forest Limited will be held at the Wairoa Yacht Club on Sunday 22nd April 2018 commencing at 8.30am.

This is held in conjunction with Highgate, Hyde Park, Kingswood, Wellwood Forest Partnerships and Woodleigh 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 – meeting continues.
12.30 - 1.00pm	Lunch at the Club Rooms

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.
-
- 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

Woodleigh Forest Limited

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	
Term Deposit	55,000	55,000												
Sale of NZU's	108,264	108,264												
INCOME Total	163,324	163,269	5	5	5	5	5	5	5	5	5	5	5	
FOREST EXPENSES														
Plot Imputation	-4,752	-4,752												
Forest Management	-10,685	-1,600	-650	-1,050	-650	-650	-650	-650	-685	-1,850	-650	-650	-950	
PSPs	-1,500												-1,500	
FOREST EXPENSES Total	-16,937	-6,352	-650	-1,050	-650	-650	-650	-650	-685	-1,850	-650	-650	-2,450	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Repairs & Maint														
Tracking	-4,500									-4,500				
Repairs & Maint Total	-4,500									-4,500				
Weed & Pest														
Weed	-1,200									-1,200				
Pest	-2,000			-2,000										
Weed & Pest Total	-3,200			-2,000						-1,200				
OPERATION EXPENSES Total	-8,000			-2,000						-6,000				
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	-2,000		-500			-500			-500			-500		
Subscriptions	-645	-470							-175					
Compliance	-672		-187	-385	-100									
Companies Office	-303				-223	-80								
ADMINISTRATION EXPENSES Total	-15,051	-853	-1,070	-4,558	-1,156	-2,558	-383	-383	-1,058	-1,383	-383	-883	-383	
FINANCIAL & STANDING CHARGES														
Insurance														
Public Liability Ins	-610						-610							
Tree Fire & Wind	-16,781						-16,781							
Insurance Total	-17,391						-17,391							
Legal Fees	-600					-600								
Rates														
General	-5,992			-1,498			-1,498			-1,498			-1,498	
Rates Total	-5,992			-1,498			-1,498			-1,498			-1,498	
Valuation	-465			-465										
NZU Tax Payment	-108,264		-108,264											
FINANCIAL & STANDING CHARGES Total	-132,712		-108,729	-1,498		-600	-18,889			-1,498			-1,498	
FIN YEAR SURPLUS Total	-9,376	156,064	-110,444	-9,101	-1,801	-3,803	-19,917	-1,028	-1,738	-10,726	-1,028	-1,528	-4,326	
GST														
GST														
General	9,356							6,450						2,906
Gst Component	-9,356	-1,080	-327	-1,215	-270	-570	-2,988	-154	-261	-1,459	-154	-229	-649	
GST Refund	3,319	3,319												
GST Total	3,319	2,239	-327	-1,215	-270	-570	-2,988	6,296	-261	-1,459	-154	-229	-649	2,906
GST Total	3,319	2,239	-327	-1,215	-270	-570	-2,988	6,296	-261	-1,459	-154	-229	-649	2,906
Opening Balance	17,896	17,896	176,199	65,428	55,112	53,041	48,668	25,763	31,031	29,032	16,847	15,665	13,908	8,933
Closing Balance	8,933	176,199	65,428	55,112	53,041	48,668	25,763	31,031	29,032	16,847	15,665	13,908	8,933	11,839

Notes to the budget

Pest Control - Possum Poisoning

Weed Control - trackside weed control

Remeasure 5 PSPs

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

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)