FOREST VISIT AND MEETING PROGRAMME

ABERDEEN FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of the above Forest Partnership will be held at the East Pier Hotel, 50 Nelson Quay, Napier on Sunday 28th April 2019 commencing at 8.30am.

This is held in conjunction with Aberdeen, Irongate, Nottingham, Ridgemount, Romney, Saddleback and Sovereign Forest Partnerships.

PROGRAMME

8.30 - 8.45am Registration and morning tea
8.45 - 9.00am Welcome

The days programme will include a forest visit, presentation (for selected forests) and AGM. Timing of these will be flexible. Lunch will be served around 12:30 to 1pm

The forest visit will proceed regardless of the weather, so please bring warm clothing, wet weather gear and suitable footwear that will handle mud and wet grass.

AGM AGENDA

1. **Appointment of Chairperson**
2. **Apologies and Proxies**
3. **Confirmation of Minutes from previous AGM**
4. **Matters arising from Minutes**
5. **Receive the Reports, Valuation and Draft Financial Statements**
6. **Consider and adopt the Public Liability Insurance**
7. **Receive and adopt the 2019-2020 Budget Cashflow**
8. **General Business**

DOCUMENTS

The following documents are included with the Agenda:

- Attendance/ Apology / Proxy form *(can be completed online)*
- Budget Cashflow Statement for the Year Ending 29 February 2020

The Forest Reports, Valuation and Draft Financial Statements will be distributed as soon as they are available.

ATTENDANCE/ APOLOGY / PROXY FORM

Please return the completed form to our office by Wednesday 17th 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
- **Mail** to Roger Dickie (NZ) Ltd, PO Box 43, WAVERLEY 4544

Aberdeen Forest Partnership
Budget Cash Flow Statement
Year Ending 29 February 2020

	Total	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Period End
INCOME														
NZU's Sales	40,000										40,000			
Term Deposit Drawdown	252,000					152,000					100,000			
INCOME Total	292,000					152,000					140,000			
FOREST EXPENSES														
Forest Management	-22,267	-650	-650	-650	-650	-650	-1,150	-3,157	-2,850	-4,285	-6,275	-650	-650	
Harvest Planning	-12,535							-12,535						
Resource Consents	-7,500								-7,500					
FOREST EXPENSES Total	-42,302	-650	-650	-650	-650	-650	-1,150	-15,692	-10,350	-4,285	-6,275	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
R & M Tracking	-3,500								-3,500					
Entrance/Access	-67,500									-67,500				
Harvest Road	-112,500										-112,500			
Weed Control	-1,000									-1,000				
Pest Control	-2,500						-2,500							
OPERATION EXPENSES Total	-187,300						-2,500		-3,500	-68,800	-112,500			
ADMINISTRATION EXPENSES														
Accountancy Fees	-2,845			-2,845										
Administration	-4,680	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	
Audit Fee	-1,625					-1,625								
Bank Fees	-150	-40	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Compliance	-636			-386		-250								
Companies Office	-305				-223				-82					
Subscriptions	-598	-550					-23				-25			
Meeting Costs	-1,000				-1,000									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-15,339	-980	-775	-4,631	-1,623	-2,650	-423	-400	-857	-1,400	-425	-775	-400	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-885							-885						
Tree Fire & Wind Insurance	-18,620							-18,620						
Legal Fees	-600					-600								
Rates	-2,360			-420			-420			-420		-680	-420	
Valuation	-725		-725											
Interest	327	7	9	7	4	2	88	85	63	53	3	4	2	
FINANCIAL & STANDING CHARGES Total	-22,863	7	-716	-413	4	-598	-332	-19,420	63	-367	3	-676	-418	
FIN YEAR SURPLUS Total	24,196	-1,623	-2,141	-5,694	-2,269	148,102	-4,405	-35,512	-14,644	-74,852	20,803	-2,101	-1,468	
GST														
GST	44,831	4,933						2,859						37,039
GST Component	-39,896	-238	-321	-704	-339	-584	-672	-5,338	-2,205	-11,084	-17,878	-314	-219	
GST Total	4,935	4,695	-321	-704	-339	-584	-672	-2,479	-2,205	-11,084	-17,878	-314	-219	37,039
Opening Balance	11,945	11,945	15,017	12,555	6,157	3,549	151,067	145,990	107,999	91,150	5,214	8,139	5,724	4,037
Closing Balance	4,037	15,017	12,555	6,157	3,549	151,067	145,990	107,999	91,150	5,214	8,139	5,724	4,037	41,076

The above expenditure is estimated

Balances - 1 March 2019
Liability Free NZU's - 22,382 NZU's
Term Deposit - $252,722.21 (Current Interest Rate 2.65% 90 days)

Funds Required
Estimated sale of 1600 Liability Free NZU's @ $25 in December
Estimated Drawdown from Term Deposit - $152,000 in July and $100,000 In December

Notes to Budget
Harvest Planning - 241.1ha x $52
Resource Consents - National Environmental Standards (NES) consents and monitoring for earthmoving and harvesting (previously these were permitted activities)
Entranceway - $67,500 - Shared cost (45% of $150,000) with Romney
Harvest Road - Establish 1.4kms of road over Right of Way from Highway to forest entrance - $112,500 - Shared cost (45% of $250,000) with Romney
Note - the entrance and right of way are funded from the term deposit as there are no roadlining trees to offset these costs
Weed Control - Trackside spraying of ongoing and gorse
Pest Control - Possum Poisoning

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)