

ANNUAL GENERAL MEETING

ARBORFIELD FOREST PARTNERSHIP

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NOTICE OF MEETING

The Annual General Meeting of Arborfield Forest Partnership will be held via teleconference on Friday 10th July 2020 commencing at 10:00 AM.

AGM AGENDA

- 1. Confirmation of Chairperson**
- 2. Apologies**
- 3. Confirmation of Minutes from previous AGM**
- 4. Matters arising from Minutes**
- 5. Consideration of the Forest Reports and Tree Crop Valuation**
- 6. Consideration of the Draft Financial Statements**
- 7. Adoption of the Public Liability Insurance**
- 8. Approval of the 2020-2021 Budget Cashflow**
- 9. General Business**

DOCUMENTS

The following documents are included with the Agenda:

- Attendance/ Apology / Proxy / Voting form (*can be completed online*)
- Budget Cashflow Statement for the Year Ending 28 February 2021
- Forest Reports and Tree Crop Valuation
- Draft Financial Statements (*previously circulated*)

ATTENDANCE / APOLOGY / PROXY / VOTING FORM

Please return the completed form to our office by 9th July 2020

- **Vote online** via the link sent to you via email; or
- **Scan and email** to invest@rogerdickie.co.nz; or
- **Mail** to Roger Dickie (NZ) Ltd, PO Box 43, WAVERLEY 4544

TELECONFERENCE INSTRUCTIONS

If you indicate that you are going to attend the teleconference meeting, we will send you dial-in instructions before the meeting.

Arborfield Forest Partnership Budget Cash Flow Statement Year Ending 28 February 2021

	Total	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Period End
INCOME														
Term Deposit Drawdown	110,000		80,000						30,000					
INCOME Total	110,000		80,000						30,000					
FOREST EXPENSES														
Forest Management	-12,672	-650	-650	-650	-650	-1,010	-650	-650	-4,970	-710	-650	-722	-710	
Preharvest Inventory	-17,600								-17,600					
Emissions Trading	-300												-300	
FOREST EXPENSES Total	-30,572	-650	-650	-650	-650	-1,010	-650	-650	-22,570	-710	-650	-722	-1,010	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Tracking	-4,000								-4,000					
Pest Control	-1,800					-1,800								
OPERATION EXPENSES Total	-6,100					-1,800			-4,000	-300				
ADMINISTRATION EXPENSES														
Accountancy Fees	-2,900			-2,900										
Administration	-4,860	-405	-405	-405	-405	-405	-405	-405	-405	-405	-405	-405	-405	
Audit Fee	-1,675					-1,675								
Bank Fees	-150	-40	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	
Statutory Supervisor	-1,532		-383			-383			-383			-383		
Compliance	-1,033				-694	-339								
Companies Office	-308					-223			-85					
Subscriptions	-1,021		-615			-13	-9					-384		
Meeting Costs	-1,000				-1,000									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-16,479	-445	-1,413	-4,315	-2,109	-3,048	-424	-415	-883	-1,415	-415	-1,182	-415	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-42,917							-42,917						
Legal Fees	-600		-600											
Rates	-4,718			-1,029			-1,029			-1,029		-602	-1,029	
Valuation	-709		-709											
Interest	40	1	1	7	7	6	6	6	2	1	1	1	1	
FINANCIAL & STANDING CHARGES Total	-49,762	1	-1,308	-1,022	7	6	-1,023	-43,769	2	-1,028	1	-601	-1,028	
FIN YEAR SURPLUS Total	7,087	-1,094	76,629	-5,987	-2,752	-5,852	-2,097	-44,834	2,549	-3,453	-1,064	-2,505	-2,453	
GST														
GST	15,453	332						3,014						12,107
GST Component	-15,119	-158	-504	-748	-412	-877	-314	-6,724	-4,116	-367	-158	-374	-367	
GST Total	334	174	-504	-748	-412	-877	-314	-3,710	-4,116	-367	-158	-374	-367	12,107
Opening Balance	11,879	11,879	10,959	87,084	80,349	77,185	70,456	68,045	19,501	17,934	14,114	12,892	10,013	7,193
Closing Balance	7,193	10,959	87,084	80,349	77,185	70,456	68,045	19,501	17,934	14,114	12,892	10,013	7,193	19,300

The above income & expenditure figures are estimated and are for budgeting purposes only

Liability Free NZU's - 30,441 NZU's
Term Deposit - \$274,836.62 (Current Interest Rate 1.75% 90 days)

Funds Required

Estimated Drawdown from Term Deposit - \$80,000 in April and \$30,000 in October

Preharvest inventory -110 plots @ \$160
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)