

AGENDA

BAYVIEW FOREST PARTNERSHIP

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 - NEW VENUE

The meeting and forest visit of Bayview Forest Partnership will be held at the **Napier War Memorial Centre** on Tuesday 2nd May 2017 commencing at 9.00am.

PLEASE NOTE - THIS IS A NEW VENUE - NAPIER WAR MEMORIAL CENTRE on MARINE PARADE

This is held in conjunction with Eskdale Forest Partnership.

PROGRAMME

9.00 - 9.15am	Registration and morning tea
9.15 - 9.30am	Welcome & opening of meeting
9.30 - 12.30pm	Forest Visit
12.30 - 1.00pm	Lunch at the War Memorial Centre
1.00 - 3.00pm	Harvest Discussion

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. Reports and Financial Statements - 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 2017 – To be approved at the AGM once audited. (see note)
8. To consider and adopt the Public Liability Insurance
9. To receive and adopt the 2017-2018 Budget Cashflow
10. General Business - Harvesting

PROXY VOTING

Please complete the Proxy Form and return to our office by Wednesday 26th April:

- **Vote on-line** via the link to the Proxy (as sent to you via email); or
 - **Scan and email** to abbey@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.
 - **NOTE:** Previously, financial statements were passed 'subject to audit' however, under new FMCA rules only audited accounts can be approved. As audits will not be completed prior to the meeting, draft accounts will be distributed and discussed.

Audited accounts will then be distributed at a later date and partners will be asked to approve the accounts at the AGM. In the unlikely event there is any change from the draft accounts partners will be advised.

DOCUMENTS

The following documents are included with the Agenda:

- Proxy Form (*can be completed online*)
- Budget Cashflow Statement for the Year Ending 28 February 2018

ATTENDANCE/CATERING

If you are attending the meeting please assist by advising the office as soon as possible. It is important we have accurate numbers for catering purposes.

Please advise if you are flying into Napier from Wellington or Auckland, we can arrange to collect you.

DIRECTIONS TO NAPIER WAR MEMORIAL CENTRE

The Napier War Memorial Centre is located on the waterfront at 48 Marine Parade.

I look forward to seeing you all at the meeting.

Regards

A handwritten signature in black ink, appearing to read 'Roger Dickie', with a stylized, cursive script.

Roger Dickie

Bayview Forest Partnership

Budget Cash flow Statement

Year Ending 28 February 2018

	Cash flow is in NZ\$ and GST Exclusive												
	TOTAL	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
OPENING BALANCE	7,822												
INCOME													
Credit Interest	60	5	5	5	5	5	5	5	5	5	5	5	5
Investment Fund	17,389								17,389				
Sale of NZU's	55,500		40,500					15,000					
Roadlining Harvest Revenue	1,200,000		300,000	300,000	300,000	300,000							
TOTAL INCOME	1,272,949	5	340,505	300,005	300,005	300,005	5	15,005	17,394	5	5	5	5
EXPENDITURE													
Roadlining Expenses													
Harvest Roothing	640,000		160,000	160,000	160,000	160,000							
Harvesting Costs	360,000		90,000	90,000	90,000	90,000							
Cartage	132,000		33,000	33,000	33,000	33,000							
Miscellaneous	20,000		5,000	5,000	5,000	5,000							
Harvest Management	48,000		12,000	12,000	12,000	12,000							
Forest Expenses													
Forest Management	12,535	3,200	3,090	615	600	600	600	600	660	770	600	600	600
Pre Harvest Inventory	12,450		12,450										
Harvest Planing	13,000		13,000										
Operation Expenses													
Fire Protection/Training/Levy	300								300				
Weed Control	850									850			
Health and Safety	75			75									
Administration Expenses													
Accountancy Fees	2,958			2,735	223								
Administration	4,440	370	370	370	370	370	370	370	370	370	370	370	370
Audit Fees	1,575					1575							
Bank Fees	60	5	5	5	5	5	5	5	5	5	5	5	5
Contingencies	2,000			1,000						1,000			
Meeting Costs	350				350								
Statutory Supervisor	1,500		375			375			375			375	
Subscriptions	470	470											
Compliance	2,239		1,000					1,000		239			
Financial & Standing Charges													
Insurance - Fire & Public Liability	17,389								17,389				
Legal Fees	600					600							
Rates	4,956			1,239			1,239			1,239			1,239
Valuation	580		580										
Other Expenses													
GST (refund)	0												
TOTAL EXPENDITURE	1,278,327	4,045	330,870	306,039	301,548	303,525	2,214	1,975	19,099	4,473	975	1,350	2,214
BALANCE	2,444	3,782	13,417	7,383	5,840	2,320	111	13,141	11,436	6,968	5,998	4,653	2,444

Notes to the Budget

Pre harvest plots 83 to go @ \$150
Harvest Planning carried forward from last year
Roadline Harvest 500 tonnes recoverable/ha @ \$100/tonne
Roadlining 12 ha per 100 ha (15m on each side of the road + 10 skid sites)
Roading cost assumed at \$100,000/km - 32 metres per ha - 100 ha = 3.2kms
NZU Sale: 2,700 to sell in April, 1,000 to sell in September at \$15.00
Liability Free NZU Balance at 1 March 2017 - 53,794