FOREST VISIT AND MEETING PROGRAMME

CASTLE PEAK 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

The meeting and forest visit of the above Forest Partnership will be held at the East Pier Hotel, 50 Nelson Quay, Napier on Monday 29th April 2019 commencing at 8.30am.

This is held in conjunction with Arborfield, Augusta, Castle Peak, Stone House, Totara Valley, Haroldene, Kaheka 1, Kaheka 2, Waipapa Forest Partnerships and Granity Forest Limited.

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

Castle Peak 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														
Term Deposit Drawdown	55,000			55,000										
INCOME Total	55,000			55,000										
FOREST EXPENSES														
Forest Management	-8,760	-650	-650	-650	-650	-1,050	-650	-650	-1,150	-710	-650	-650	-650	
PSP Data Project	-600				-600									
FOREST EXPENSES Total	-9,360	-650	-650	-650	-1,250	-1,050	-650	-650	-1,150	-710	-650	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
R & M Tracking	-2,500								-2,500					
Pest Control	-2,000					-2,000								
OPERATION EXPENSES Total	-4,800					-2,000			-2,500	-300				
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	-15,039	-900	-755	-4,611	-1,603	-2,630	-403	-380	-837	-1,380	-405	-755	-380	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-642							-642						
Tree Fire & Wind Insurance	-23,355							-23,355						
Legal Fees	-600					-600								
Rates	-2,900			-519			-519			-519		-824	-519	
Valuation	-725		-725											
Interest	166	4	6	5	33	31	27	26	11	8	6	5	4	
FINANCIAL & STANDING CHARGES Total	-28,056	4	-719	-514	33	-569	-492	-23,971	11	-511	6	-819	-515	
FIN YEAR SURPLUS Total	-2,255	-1,546	-2,124	49,225	-2,820	-6,249	-1,545	-25,001	-4,476	-2,901	-1,049	-2,224	-1,545	
GST														
GST	13,703	5,368						2,888						5,447
GST Component	-8,336	-238	-321	-718	-429	-944	-237	-3,756	-675	-288	-160	-336	-234	
GST Total	5,367	5,130	-321	-718	-429	-944	-237	-868	-675	-288	-160	-336	-234	5,447
Opening Balance	7,113	7,113	10,697	8,252	56,759	53,510	46,317	44,535	18,666	13,515	10,326	9,117	6,557	4,778
Closing Balance	4,778	10,697	8,252	56,759	53,510	46,317	44,535	18,666	13,515	10,326	9,117	6,557	4,778	10,225

The above expenditure is estimated

Balances - 1 March 2019
Liability Free NZU's - 24,330 NZU's
Term Deposit - $305,964.75 (Current Interest Rate 2.65% 90 days)

Funds Required
Estimated Drawdown from Term Deposit - $55,000 in May

Notes to the Budget
PSP Data Project - Remeasure permanent sample plots
Pest Control - Possum control - no longer part of AHB scheme

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)