

FOREST VISIT AND MEETING PROGRAMME

CHATSWOOD 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 Patutahi Community Hall, Biggs Street, Patutahi 24th April 2019 commencing at 8.30am.

This is held in conjunction with Chatswood, Eastwood, Fleetwood, Glen Alvon, Heywood, Monterey, Pine Ridge, Portobello, Windsor, Woodside, Young Nicks, Greenwood LP, Eagle, Fairway, Greens, Links and Stableford 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

Chatswood 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	50,000			35,000						15,000				
INCOME Total	50,000			35,000						15,000				
FOREST EXPENSES														
Emissions Trading	-300												-300	
Forest Management	-9,579	-1,650	-650	-650	-770	-650	-650	-650	-650	-1,249	-650	-650	-710	
PSP's	-600				-600									
FOREST EXPENSES Total	-10,479	-1,650	-650	-650	-1,370	-650	-650	-650	-650	-1,249	-650	-650	-1,010	
OPERATION EXPENSES														
Fire Protection	-300									-300				
R & M Tracking	-5,000	-5,000												
Pest Control	-2,500									-2,500				
OPERATION EXPENSES Total	-7,800	-5,000								-2,800				
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	-995	-550					-23		-227	-195				
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-15,336	-980	-775	-4,631	-1,223	-2,650	-423	-400	-1,084	-1,595	-400	-775	-400	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-642							-642						
Tree Fire & Wind Insurance	-17,563							-17,563						
Legal Fees	-600					-600								
Rates	-7,720			-1,930			-1,930			-1,930			-1,930	
Valuation	-725		-725											
Interest	121	10	7	6	21	20	17	15	4	3	7	6	5	
FINANCIAL & STANDING CHARGES Total	-27,129	10	-718	-1,924	21	-580	-1,913	-18,190	4	-1,927	7	6	-1,925	
FIN YEAR SURPLUS Total	-10,744	-7,620	-2,143	27,795	-2,572	-3,880	-2,986	-19,240	-1,730	7,429	-1,043	-1,419	-3,335	
GST														
GST	13,054	4,246						3,810						4,998
GST Component	-8,808	-1,138	-321	-930	-387	-584	-449	-2,887	-259	-985	-156	-212	-500	
GST Total	4,246	3,108	-321	-930	-387	-584	-449	923	-259	-985	-156	-212	-500	4,998
Opening Balance	16,558	16,558	12,046	9,582	36,447	33,488	29,024	25,589	7,272	5,283	11,727	10,528	8,897	5,062
Closing Balance	5,062	12,046	9,582	36,447	33,488	29,024	25,589	7,272	5,283	11,727	10,528	8,897	5,062	10,060

The above expenditure is estimated

Balances - 1 March 2019

Liability Free NZU's - 17,757 NZU's

Term Deposit - \$189,358.87 (Current Interest Rate 2.65% 90 days)

Funds Required

Estimated Drawdown from Term Deposit - \$35,000 in May and \$15,000 in November

Notes to the Budget

Pest control - Possum poisoning

PSP's - Re-measure permanent sample plots x 2

Emissions Trading - Prepare and file voluntary emissions return

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)