

ANNUAL GENERAL MEETING

CHATSWOOD 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

The Annual General Meeting of Chatswood Forest Partnership will be held via teleconference on Wednesday 15th July 2020 commencing at 11:00 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 14th 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.

Chatswood 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	70,000					50,000			20,000					
INCOME Total	70,000					50,000			20,000					
FOREST EXPENSES														
Emissions Trading	-300												-300	
Forest Management	-9,525	-650	-650	-650	-650	-890	-650	-650	-715	-2,010	-650	-650	-710	
PSP's	-1,200					-1,200								
FOREST EXPENSES Total	-11,025	-650	-650	-650	-650	-2,090	-650	-650	-715	-2,010	-650	-650	-1,010	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Tracking	-4,000									-4,000				
Pest	-2,500									-2,500				
OPERATION EXPENSES Total	-6,800									-6,800				
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	-986		-615			-13	-9		-325			-24		
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-16,044	-445	-1,413	-4,315	-1,709	-3,048	-424	-415	-1,208	-1,415	-415	-822	-415	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-29,318							-29,318						
Legal Fees	-600		-600											
Rates	-7,880			-1,970			-1,970			-1,970			-1,970	
Valuation	-709		-709											
Interest	20	1	2	1	1	1	4	4	1	2	1	1	1	
FINANCIAL & STANDING CHARGES Total	-39,345	1	-1,307	-1,969	1	1	-1,966	-30,172	1	-1,968	1	1	-1,969	
FIN YEAR SURPLUS Total	-3,214	-1,094	-3,370	-6,934	-2,358	44,863	-3,040	-31,237	18,078	-12,193	-1,064	-1,471	-3,394	
GST														
GST	16,449	5,786						3,128						7,535
GST Component	-10,662	-158	-504	-889	-352	-769	-455	-4,685	-287	-1,678	-158	-219	-508	
GST Total	5,787	5,628	-504	-889	-352	-769	-455	-1,557	-287	-1,678	-158	-219	-508	7,535
Opening Balance	17,153	17,153	21,687	17,813	9,990	7,280	51,374	47,879	15,085	32,876	19,005	17,783	16,093	12,191
Closing Balance	19,726	21,687	17,813	9,990	7,280	51,374	47,879	15,085	32,876	19,005	17,783	16,093	12,191	19,726

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

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

Term Deposit - \$ 126,856.50 (Current Interest Rate 1.75% 90 days)

Funds Required

Estimated Drawdown from Term Deposit - \$50,000 in July and \$20,000 in October

Notes to Budget

Pest control - possum poisoning

Remeasure PSPs x 4 in the 2000 stands

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)