FOREST VISIT AND MEETING PROGRAMME

EAGLE 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

Date Range: 01 Mar 19 to 29 Feb 20

Eagle 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	155,000					110,000				45,000				
INCOME Total	155,000					110,000				45,000				
FOREST EXPENSES														
Preharvest Inventory	-3,200	-3,200												
Harvest Planning	-8,450										-8,450			
Resource Consents	-7,500												-7,500	
Forest Management	-17,180	-2,040	-900	-900	-900	-900	-1,300	-900	-1,460	-1,930	-2,590	-900	-2,460	
Emissions Trading	-300												-300	
PSP's	-600									-600				
FOREST EXPENSES Total	-37,230	-5,240	-900	-900	-900	-900	-1,300	-900	-1,460	-2,530	-11,040	-900	-10,260	
OPERATION EXPENSES														
Purchase Forestry Right	-80,000						-80,000							
Legal Fees	-500						-500							
Fire Protection	-450									-450				
R & M Tracking	-6,500	-2,500								-4,000				
Weed Control	-700								-700					
Pest Control	-3,600						-1,500		-2,100					
OPERATION EXPENSES Total	-91,750	-2,500					-82,000		-2,800	-4,450				
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	-793	-550					-23		-120	-100				
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-15,134	-980	-775	-4,631	-1,223	-2,650	-423	-400	-977	-1,500	-400	-775	-400	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-642							-642						
Tree Fire & Wind Insurance	-12,106							-12,106						
Legal Fees	-600					-600								
Rates	-8,350			-1,925			-1,925	-650		-1,925			-1,925	
Valuation	-725		-725											
Interest	172	23	10	8	3	2	63	6	6	2	22	14	13	
NZU Tax Payment	-16,196	-16,196												
FINANCIAL & STANDING CHARGES Total	-38,447	-16,173	-715	-1,917	3	-598	-1,862	-13,392	6	-1,923	22	14	-1,912	
FIN YEAR SURPLUS Total	-27,561	-24,893	-2,390	-7,448	-2,120	105,852	-85,585	-14,692	-5,231	34,597	-11,418	-1,661	-12,572	
GST														
GST	28,250	3,592						16,411						8,247
GST Component	-24,657	-1,302	-358	-967	-317	-621	-12,846	-2,203	-784	-1,409	-1,714	-250	-1,886	
GST Total	3,593	2,290	-358	-967	-317	-621	-12,846	14,208	-784	-1,409	-1,714	-250	-1,886	8,247
Opening Balance	39,738	39,738	17,135	14,387	5,972	3,535	108,766	10,335	9,851	3,836	37,024	23,892	21,981	7,523
Closing Balance	7,523	17,135	14,387	5,972	3,535	108,766	10,335	9,851	3,836	37,024	23,892	21,981	7,523	15,770

The above expenditure is estimated

Balances - 1 March 2019
Liability Free NZU's - 22,465 NZU's
Term Deposit - $259,241.95 (Current Interest Rate 2.65% 90 days)

Funds Required
Estimated Drawdown from Term Deposit - $110,000 in July and $45,000 in November

Mangamahu
Purchase forestry right 20.3 @ $4000/ha
Legal Fees - associated with forestry right purchase
Pre Harvest Inventory - 16 plots @ $200
Harvest Planning - 162.4 ha x $52
Resource Consents - National Environmental Standards (NES) consents and monitoring for earthmoving and harvesting (previously these were permitted activities)

Notes to the Budget
Weed control - Trackside blackberry
Pest control - possum poisoning
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)