

ANNUAL GENERAL MEETING

FAIRWAY FOREST PARTNERSHIP

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NOTICE OF MEETING

The Annual General Meeting of Fairway Forest Partnership will be held via teleconference on Wednesday 15th July 2020 commencing at 1:00 PM.

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.

Fairway 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	65,000		40,000						25,000					
INCOME Total	65,000		40,000						25,000					
FOREST EXPENSES														
Emissions Trading	-300												-300	
Forest Management	-10,852	-650	-1,950	-650	-650	-650	-650	-650	-1,222	-1,710	-650	-650	-770	
PSP Plots	-300												-300	
FOREST EXPENSES Total	-11,452	-650	-1,950	-650	-650	-650	-650	-650	-1,222	-1,710	-650	-650	-1,370	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Fences & Yards	-6,500		-6,500											
Tracking	-5,000									-5,000				
Pest	-2,500								-2,500					
OPERATION EXPENSES Total	-14,300		-6,500						-2,500	-5,300				
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	-1,021		-615			-13	-9		-360			-24		
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-16,079	-445	-1,413	-4,315	-1,709	-3,048	-424	-415	-1,243	-1,415	-415	-822	-415	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-23,894							-23,894						
Legal Fees	-600		-600											
Rates	-7,580			-1,895			-1,895			-1,895			-1,895	
Valuation	-709		-709											
Interest	26	2	2	4	3	3	3	3	1	2	1	1	1	
FINANCIAL & STANDING CHARGES Total	-33,615	2	-1,307	-1,891	3	3	-1,892	-24,749	1	-1,893	1	1	-1,894	
FIN YEAR SURPLUS Total	-10,446	-1,093	28,830	-6,856	-2,356	-3,695	-2,966	-25,814	20,036	-10,318	-1,064	-1,471	-3,679	
GST														
GST	16,204	5,206						4,059						6,939
GST Component	-10,996	-158	-1,674	-878	-352	-553	-444	-3,871	-743	-1,396	-158	-219	-550	
GST Total	5,208	5,048	-1,674	-878	-352	-553	-444	188	-743	-1,396	-158	-219	-550	6,939
Opening Balance	18,622	18,622	22,577	49,733	41,999	39,291	35,043	31,633	6,007	25,300	13,586	12,364	10,674	6,445
Closing Balance	6,445	22,577	49,733	41,999	39,291	35,043	31,633	6,007	25,300	13,586	12,364	10,674	6,445	13,384

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

Liability Free NZU's - 24,317 NZU's
Term Deposit - \$ 221,560.38 (Current Interest Rate 1.75% 90 days)

Funds Required

Estimated Drawdown from Term Deposit - \$40,000 in April and \$25,000 in October

Notes to Budget

Fencing - complete repairs to Burgess boundary fence
Remeasure 1 PSP
Pest Control - possum poisoning

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)