

ANNUAL GENERAL MEETING

FLEETWOOD FOREST PARTNERSHIP

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NOTICE OF MEETING

The Annual General Meeting of Fleetwood 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.

Fleetwood 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	100,000					50,000			50,000					
INCOME Total	100,000					50,000			50,000					
FOREST EXPENSES														
Preharvest Inventory	-17,600									-17,600				
Emissions Trading	-300												-300	
Forest Management	-13,721	-810	-650	-650	-650	-650	-650	-800	-2,121	-4,730	-650	-650	-710	
FOREST EXPENSES Total	-31,621	-810	-650	-650	-650	-650	-650	-800	-2,121	-22,330	-650	-650	-1,010	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Fences & Yards	-2,500	-500							-2,000					
Tracking	-10,000	-5,000							-5,000					
Weed	-1,050	-300						-750						
Pest	-2,500									-2,500				
OPERATION EXPENSES Total	-16,350	-5,800						-750	-7,000	-2,800				
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	-1,016		-615			-13	-9		-355			-24		
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-16,074	-445	-1,413	-4,315	-1,709	-3,048	-424	-415	-1,238	-1,415	-415	-822	-415	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-39,979							-39,979						
Legal Fees	-600		-600											
Rates	-9,068			-2,267			-2,267			-2,267			-2,267	
Valuation	-709		-709											
Interest	25	2	2	2	1	1	5	4	1	4	1	1	1	
FINANCIAL & STANDING CHARGES Total	-51,189	2	-1,307	-2,265	1	1	-2,262	-40,833	1	-2,263	1	1	-2,266	
FIN YEAR SURPLUS Total	-15,234	-7,053	-3,370	-7,230	-2,358	46,303	-3,336	-42,798	39,642	-28,808	-1,064	-1,471	-3,691	
GST														
GST	24,708	7,742						3,895						13,071
GST Component	-16,964	-1,052	-504	-933	-352	-553	-500	-6,419	-1,552	-4,170	-158	-219	-552	
GST Total	7,744	6,690	-504	-933	-352	-553	-500	-2,524	-1,552	-4,170	-158	-219	-552	13,071
Opening Balance	26,600	26,600	26,237	22,363	14,200	11,490	57,240	53,404	8,082	46,172	13,194	11,972	10,282	6,039
Closing Balance	6,039	26,237	22,363	14,200	11,490	57,240	53,404	8,082	46,172	13,194	11,972	10,282	6,039	19,110

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

Liability Free NZU's - 30,670 NZU's
Term Deposit - \$ 271,477.67 (Current Interest Rate 1.75% 90 days)

Funds Required

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

Notes to Budget

Track maintenance (March amount for work completed last financial year)
Pre harvest inventory - 110 plots @ \$160/plot
Fencing - replace broken front gate & 10 chain of fencing on Candy boundary
Weed control - Ringbark and poison poplars beneath powerlines, blackberry and banana passionfruit along roadside
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)