

ANNUAL GENERAL MEETING

GLEN ALVON FOREST PARTNERSHIP

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NOTICE OF MEETING

The Annual General Meeting of Glen Alvon Forest Partnership will be held via teleconference on Wednesday 15th July 2020 commencing at 2:00 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*)
- The Road to Harvest

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.

Glen Alvon 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	85,000		55,000			30,000								
INCOME Total	85,000		55,000			30,000								
FOREST EXPENSES														
Forest Management	-14,147	-770	-650	-3,618	-650	-2,150	-650	-790	-2,209	-710	-650	-650	-650	
Harvest Planning	-14,840			-14,840										
National Environmental Standards	-7,500					-7,500								
FOREST EXPENSES Total	-36,487	-770	-650	-18,458	-650	-9,650	-650	-790	-2,209	-710	-650	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Fences & Yards	-600	-600												
Tracking	-5,000								-5,000					
Weed	-700							-700						
Pest	-2,500								-2,500					
OPERATION EXPENSES Total	-9,100	-600						-700	-7,500	-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	-956		-615			-13	-9		-295			-24		
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-16,014	-445	-1,413	-4,315	-1,709	-3,048	-424	-415	-1,178	-1,415	-415	-822	-415	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-31,123							-31,123						
Legal Fees	-600		-600											
Rates	-6,784			-1,696			-1,696			-1,696			-1,696	
Valuation	-709		-709											
Interest	40	2	3	7	5	4	6	5	3	2	1	1	1	
FINANCIAL & STANDING CHARGES Total	-40,034	2	-1,306	-1,689	5	4	-1,690	-31,976	3	-1,694	1	1	-1,695	
FIN YEAR SURPLUS Total	-16,635	-1,813	51,631	-24,462	-2,354	17,306	-2,764	-33,881	-10,884	-4,119	-1,064	-1,471	-2,760	
GST														
GST	21,057	6,128						6,959						7,970
GST Component	-14,928	-266	-504	-3,519	-352	-1,903	-414	-5,081	-1,632	-467	-158	-219	-413	
GST Total	6,129	5,862	-504	-3,519	-352	-1,903	-414	1,878	-1,632	-467	-158	-219	-413	7,970
Opening Balance	27,013	27,013	31,062	82,189	54,208	51,502	66,905	63,727	31,724	19,208	14,622	13,400	11,710	8,537
Closing Balance	8,537	31,062	82,189	54,208	51,502	66,905	63,727	31,724	19,208	14,622	13,400	11,710	8,537	16,507

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

Liability Free NZU's - 23,908 NZU's
Term Deposit - \$ 200,667.67 (Current Interest Rate 1.75% 90 days)

Funds Required

Estimated Drawdown from Term Deposit - \$55,000 in April and \$30,000 in July

Notes to Budget

Fencing - repair section of Stand 10 boundary fence
Weed control - trackside blackberry spraying and culvert heads
Harvest Planning - 285.4 ha @ \$52/ha
Resource Consent/Notification under the NES
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)