

AGENDA

KAHEKA 2 FOREST PARTNERSHIP

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NOTICE OF ANNUAL GENERAL MEETING

The Annual General Meeting of Kaheka 2 Forest Partnership will be held at the Eskview Rugby Club Rooms Saturday 16th April 2015 commencing at 8.30am.

This is held in conjunction with Kaheka 1 and Waipapa Forest Partnerships.

PROGRAMME

8.15 - 8.30am Registration and Morning Tea
8.30 - 10.45am Welcome - AGM and Harvest Planning discussion
11.00 – 1.00pm Break (*the Bayview Forest meeting will be held during this time*)
1.00 – 1.45pm Lunch at the club rooms

Afternoon - Optional forest visit to the forest

If you intend to visit the forest please bring warm clothing, wet weather gear and suitable footwear that will handle mud and wet grass.

AGENDA

1. Welcome & Opening
2. Appointment of Chairperson
3. Apologies and Proxies
4. Presentation of Minutes from previous meeting
5. Matters arising from Minutes
6. Reports and Financial Statements - To receive and adopt the Roger Dickie Report and Forest Management New Zealand Ltd Report.
7. To receive the draft Financial Statements for the Year ending 29 February 2016 – To be approved by online voting once audited. (see note)
8. To consider and adopt the Public Liability Insurance
9. To receive and adopt the 2016-2017 Budget Cashflow
10. General Business – Harvest Planning

PROXY VOTING

Please complete the Proxy Form and return to our office by Wednesday 13th April:

- **Vote on-line** via the link to the Proxy (as sent to you via email); or
 - **Scan and email** to abbey@rogerdickie.co.nz; or
 - **Fax** to 06 346 5369; or
 - **Mail** to Roger Dickie (NZ) Ltd, PO Box 43, WAVERLEY 4544.
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- Partners are advised the budget is included with the Agenda and Proxy; however you may wish to wait for the Financial Statements and Reports before voting. These will be distributed shortly.

- **NOTE:** Previously, financial statements were passed 'subject to audit' however, under new FMCA rules only audited accounts can be approved. As audits will not be completed prior to the AGM, draft accounts will be distributed and discussed.
Audited accounts will then be distributed and partners will be asked to approve the accounts via online voting. In the unlikely event there is any change from the draft accounts partners will be advised.

DOCUMENTS

The following documents are included with the Agenda:

- Proxy Form (*can be completed online*)
- Budget Cashflow Statement for the Year Ending 28 February 2017
- Partnership Listing (Please advise any address changes both postal and email)

ATTENDANCE/CATERING

If you are attending the AGM please assist by advising the office as soon as possible. **It is important we have accurate numbers for catering purposes.**

Please advise if you are flying into Napier from Wellington or Auckland, we can arrange to collect you.

DIRECTIONS TO ESKVIEW RUGBY CLUB ROOMS

As you travel from Napier along State Highway 2 towards Bayview, Onehunga Road is the first road on the left past the airport and the Eskview Rugby Club Rooms are located 430 metres on the right hand side.

I look forward to seeing you all at the AGM.

Regards



Roger Dickie

Kaheka 2 Forest Partnership Budget Cash flow Statement Year Ending 28 February 2017

	Cash flow is in NZ\$ and GST Exclusive												
	TOTAL	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
OPENING BALANCE	7,415												
INCOME													
Credit Interest	720	20	20	20	500	20	20	20	20	20	20	20	20
Insurance Fund	7,514								7,514				
Sale of NZU's	54,000			54,000									
TOTAL INCOME	62,234	20	20	54,020	500	20	20	20	7,534	20	20	20	20
EXPENDITURE													
Forest Expenses													
ETS deregistration	640										640		
Forest Management	12,701	600	1,200	600	2,423	3,380	600	600	660	710	728	600	600
Pre Harvest Inventory	13,900					13,900							
Harvest Plan	9,115				9,115								
Lidar	1,500		1,500										
Operation Expenses													
Fire Protection/Training/Levy	850								300	550			
Pest Control	1,500		1,500										
Administration Expenses													
Accountancy Fees	2,695			2,695									
Administration	4,320		360	360	360	360	360	360	360	360	360	360	720
Audit Fees	1,575					1,575							
Bank Fees	90	35	5	5	5	5	5	5	5	5	5	5	5
Contingencies	2,000					1,000						1,000	
Meeting Costs	300				300								
Statutory Supervisor	1,250		625						625				
Subscriptions	90		25			20			45				
Financial & Standing Charges													
Insurance - Fire & Public Liability	7,915							401	7,514				
Legal Fees	600					600							
Rates	2,096			524			524			524			524
Valuation	290		290										
Other Expenses													
GST (refund)	(1,929)	(1,929)											
TOTAL EXPENDITURE	61,498	(1,294)	5,505	4,184	12,203	20,840	1,489	1,366	9,509	2,149	1,733	1,965	1,849
BALANCE	8,151	8,729	3,244	53,080	41,377	20,557	19,088	17,742	15,767	13,638	11,925	9,980	8,151

Notes to the Budget

- Accounting Fees - Email quote from Moore Stephens Markhams 03/02/2016
- Audit Fees - Email quote from Silks 02/02/2016
- Statutory Supervisor - Same as previous year
- Tree Crop insurance - Last years premium + 2%
- Public Liability insurance - Same as last years premium (\$401)
- Legal Fees - Deed of Participation & other, for FMCA compliance
- Liability Free NZU balance at 1 March 2016 - 29,779 (6,000 to be sold @ \$9.00)
- Insurance Fund balance as at 1 March 2016 - \$19,126
- Pre harvest inventory - \$150 per plot
- Possum Control - no longer part of the AHB programme
- Pre Harvest Plots - Quoted at \$150 per plot and 1 every 2 hectares
- Lidar - 182.3ha @ \$8/ha
- Harvest planning - 194.7ha x \$50
- Road lining revenue covers initial harvest roading based on 600t @ \$60 - 8.5ha
- Additional mapping costs covered by management fee