

AGENDA

KAHEKA 2 FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT - NEW VENUE

The meeting and forest visit of Kaheka 2 Forest Partnership will be held at the **Napier War Memorial Centre** on Sunday 30th April 2017 commencing at 9.00am.

PLEASE NOTE - THIS IS A NEW VENUE - NAPIER WAR MEMORIAL CENTRE on MARINE PARADE

This is held in conjunction with Kaheka 1, Waipapa & Haroldene Forest Partnerships.

PROGRAMME

9.00 - 9.15am	Registration and morning tea
9.15 - 9.30am	Welcome & opening of meeting
9.30 - 12.30pm	Forest Visit
12.30 - 1.00pm	Lunch at the War Memorial Centre
1.00 - 3.00pm	Harvesting

Times are approximate and the tour of the forests will proceed regardless of the weather, so 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 28 February 2017 – To be approved at the AGM once audited. (see note)
8. To consider and adopt the Public Liability Insurance
9. To receive and adopt the 2017-2018 Budget Cashflow
10. General Business - Harvesting

PROXY VOTING

Please complete the Proxy Form and return to our office by Wednesday 26th 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 meeting, draft accounts will be distributed and discussed.

Audited accounts will then be distributed at a later date and partners will be asked to approve the accounts at the AGM. 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 2018

ATTENDANCE/CATERING

If you are attending the meeting 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 NAPIER WAR MEMORIAL CENTRE

The Napier War Memorial Centre is located on the waterfront at 48 Marine Parade.

I look forward to seeing you all at the meeting.

Regards

A handwritten signature in black ink, appearing to read 'Roger Dickie', with a stylized, cursive script.

Roger Dickie

Kaheka 2 Forest Partnership Budget Cash flow Statement Year Ending 28 February 2018

	Cash flow is in NZ\$ and GST Exclusive												
	TOTAL	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
OPENING BALANCE	2,323												
INCOME													
Credit Interest	60	5	5	5	5	5	5	5	5	5	5	5	5
Investment Fund	11,196								11,196				
Sale of NZU's	28,500		16,500					12,000					
Roadlining Harvest Revenue	900,000	300,000								300,000	300,000		
TOTAL INCOME	939,756	300,005	16,505	5	5	5	5	12,005	11,201	300,005	300,005	5	5
EXPENDITURE													
Roadlining Expenses													
Forest Roding	432,000	144,000								144,000	144,000		
Harvesting Costs	270,000	90,000								90,000	90,000		
Cartage	157,500	52,500								52,500	52,500		
Miscellaneous	4,500	1,500								1,500	1,500		
Harvest Management	36,000	12,000								12,000	12,000		
Forest Expenses													
Forest Management	7,685	600	900	615	600	600	600	600	660	710	600	600	600
Operation Expenses													
Fire Protection/Training/Levy	850								300	550			
Pest Control	1,500		1,500										
Health and Safety	75			75									
Administration Expenses													
Accountancy Fees	2,958			2,735	223								
Administration	4,440	370	370	370	370	370	370	370	370	370	370	370	370
Audit Fees	1,575					1575							
Bank Fees	60	5	5	5	5	5	5	5	5	5	5	5	5
Contingencies	2,000			1,000						1,000			
Meeting Costs	350				350								
Statutory Supervisor	1,500		375			375			375			375	
Subscriptions	470	470											
Compliance	2,239		1,000					1,000		239			
Financial & Standing Charges													
Insurance - Fire & Public Liability	11,196								11,196				
Legal Fees	600					600							
Rates	2,124			531			531			531			531
Valuation	580		580										
Other Expenses													
GST (refund)	0												
TOTAL EXPENDITURE	940,202	301,445	4,730	5,331	1,548	3,525	1,506	1,975	12,906	303,405	300,975	1,350	1,506
BALANCE	1,877	883	12,658	7,332	5,789	2,269	768	10,798	9,093	5,693	4,723	3,378	1,877

Notes to the Budget

Roadline harvest 500 tonnes recoverable/ha @ \$100/tonne
 Roadlining 12 ha per 100 ha (15m on each side of the road + 10 skid sites)
 Roding cost assumed at \$90,000/km - 32 metres per ha - 100 ha = 3.2 kms
 NZU Sale: 1,100 to sell in April, 800 to sell in September at \$15.00
 Liability Free NZU Balance at 1 March 2017 - 26,884