ANNUAL GENERAL MEETING

LINKS FOREST PARTNERSHIP

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NOTICE OF MEETING

The Annual General Meeting of Links Forest Partnership will be held via teleconference on Thursday 16th July 2020 commencing at 9:00 AM.

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.

Links 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					35,000			30,000					
INCOME Total	**65,000**					**35,000**			**30,000**					
FOREST EXPENSES														
Emissions Trading	-300												-300	
Forest Management	-9,583	-850	-650	-650	-650	-650	-650	-650	-1,213	-1,610	-650	-650	-710	
FOREST EXPENSES Total	**-9,883**	**-850**	**-650**	**-650**	**-650**	**-650**	**-650**	**-650**	**-1,213**	**-1,610**	**-650**	**-650**	**-1,010**	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Fences & Yards	-1,000	-1,000												
Tracking	-4,500									-4,500				
Pest	-2,500								-2,500					
OPERATION EXPENSES Total	**-8,300**	**-1,000**							**-2,500**	**-4,800**				
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	-976		-615			-13	-9		-315			-24		
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	**-16,034**	**-445**	**-1,413**	**-4,315**	**-1,709**	**-3,048**	**-424**	**-415**	**-1,198**	**-1,415**	**-415**	**-822**	**-415**	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-20,740							-20,740						
Legal Fees	-600		-600											
Rates	-7,812			-1,953			-1,953			-1,953			-1,953	
Valuation	-709		-709											
Interest	21	1	2	1	1		3	3	1	3	2	2	2	
FINANCIAL & STANDING CHARGES T	**-30,698**	**1**	**-1,307**	**-1,952**	**1**		**-1,950**	**-21,595**	**1**	**-1,950**	**2**	**2**	**-1,951**	
FIN YEAR SURPLUS Total	**85**	**-2,294**	**-3,370**	**-6,917**	**-2,358**	**31,302**	**-3,024**	**-22,660**	**25,090**	**-9,775**	**-1,063**	**-1,470**	**-3,376**	
GST														
GST	14,219	4,801						3,087						6,331
GST Component	-9,416	-338	-504	-886	-352	-553	-453	-3,398	-735	-1,315	-158	-219	-505	
GST Total	**4,803**	**4,463**	**-504**	**-886**	**-352**	**-553**	**-453**	**-311**	**-735**	**-1,315**	**-158**	**-219**	**-505**	**6,331**
Opening Balance	16,838	16,838	19,007	15,133	7,330	4,620	35,369	31,892	8,921	33,276	22,186	20,965	19,276	15,395
Closing Balance	15,395	19,007	15,133	7,330	4,620	35,369	31,892	8,921	33,276	22,186	20,965	19,276	15,395	21,726

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

Liability Free NZU's - 21,523 NZU's
Term Deposit - $196,448.36 (Current Interest Rate 1.75% 90 days)

Funds Required
Estimated Drawdown from Term Deposit - $35,000 in July and $30,000 in October

Notes to Budget
Fencing - Strathblane boundary Stand 5 - carried over from last year
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)