FOREST VISIT AND MEETING PROGRAMME

PINE RIDGE FOREST PARTNERSHIP

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NOTICE OF MEETING AND FOREST VISIT

The meeting and forest visit of the above Forest Partnership will be held at the Patutahi Community Hall, Biggs Street, Patutahi 24th April 2019 commencing at 8.30am.

This is held in conjunction with Chatswood, Eastwood, Fleetwood, Glen Alvon, Heywood, Monterey, Pine Ridge, Portobello, Windsor, Woodside, Young Nicks, Greenwood LP, Eagle, Fairway, Greens, Links and Stableford Forest Partnerships.

PROGRAMME

8.30 - 8.45am Registration and morning tea
8.45 - 9.00am Welcome

The days programme will include a forest visit, presentation (for selected forests) and AGM. Timing of these will be flexible. Lunch will be served around 12:30 to 1pm

The forest visit will proceed regardless of the weather, so please bring warm clothing, wet weather gear and suitable footwear that will handle mud and wet grass.

AGM AGENDA

1. **Appointment of Chairperson**
2. **Apologies and Proxies**
3. **Confirmation of Minutes from previous AGM**
4. **Matters arising from Minutes**
5. **Receive the Reports, Valuation and Draft Financial Statements**
6. **Consider and adopt the Public Liability Insurance**
7. **Receive and adopt the 2019-2020 Budget Cashflow**
8. **General Business**

DOCUMENTS

The following documents are included with the Agenda:

- Attendance/ Apology / Proxy form *(can be completed online)*
- Budget Cashflow Statement for the Year Ending 29 February 2020

The Forest Reports, Valuation and Draft Financial Statements will be distributed as soon as they are available.

ATTENDANCE/ APOLOGY / PROXY FORM

Please return the completed form to our office by Wednesday 17th April:

- **Vote on-line** via the link to the Proxy (as sent to you via email); or
- **Scan and email** to grant@rogerdickie.co.nz; or
- **Mail** to Roger Dickie (NZ) Ltd, PO Box 43, WAVERLEY 4544

Pine Ridge Forest Partnership
Budget Cash Flow Statement
Year Ending 29 February 2020

	Total	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Period End
INCOME														
Term Deposit Drawdown	60,000						35,000				25,000			
INCOME Total	60,000						35,000				25,000			
FOREST EXPENSES														
Forest Management	-14,575	-1,430	-900	-900	-900	-900	-1,200	-900	-900	-1,507	-2,428	-900	-1,710	
Preharvest Inventory	-1,400	-1,400												
Harvest Planning	-3,640										-3,640			
Resource Consents	-3,750												-3,750	
Emissions Trading	-300												-300	
FOREST EXPENSES Total	-23,665	-2,830	-900	-900	-900	-900	-1,200	-900	-900	-1,507	-6,068	-900	-5,760	
OPERATION EXPENSES														
Forestry Right Purchase	-12,000						-12,000							
Legal Fee	-500						-500							
Fire Protection	-375									-375				
R & M Tracking	-5,250	-1,250									-4,000			
Pest Control	-3,500						-1,000			-2,500				
OPERATION EXPENSES Total	-21,625	-1,250					-13,500			-2,875	-4,000			
ADMINISTRATION EXPENSES														
Accountancy Fees	-2,845			-2,845										
Administration	-4,680	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	-390	
Audit Fee	-1,625					-1,625								
Bank Fees	-150	-40	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	
Statutory Supervisor	-1,500		-375			-375			-375			-375		
Compliance	-636			-386		-250								
Companies Office	-305				-223				-82					
Subscriptions	-923	-550					-23		-190	-160				
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-15,264	-980	-775	-4,631	-1,223	-2,650	-423	-400	-1,047	-1,560	-400	-775	-400	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-642							-642						
Tree Fire & Wind Insurance	-11,009							-11,009						
Legal Fees	-600					-600								
Rates	-8,182			-1,950	-191		-1,950	-191		-1,950			-1,950	
Valuation	-725		-725											
Interest	149	33	17	16	11	9	6	15	10	8	3	11	10	
NZU Tax Payment	-24,589	-24,589												
FINANCIAL & STANDING CHARGES Total	-45,598	-24,556	-708	-1,934	-180	-591	-1,944	-11,827	10	-1,942	3	11	-1,940	
FIN YEAR SURPLUS Total	-46,152	-29,616	-2,383	-7,465	-2,303	-4,141	17,933	-13,127	-1,937	-7,884	14,535	-1,664	-8,100	
GST														
GST	15,458	3,524						5,608						6,326
GST Component	-11,935	-753	-358	-971	-346	-621	-2,559	-1,970	-291	-1,032	-1,569	-250	-1,215	
GST Total	3,523	2,771	-358	-971	-346	-621	-2,559	3,638	-291	-1,032	-1,569	-250	-1,215	6,326
Opening Balance	56,283	56,283	29,438	26,697	18,261	15,612	10,850	26,224	16,735	14,507	5,591	18,557	16,643	7,328
Closing Balance	7,328	29,438	26,697	18,261	15,612	10,850	26,224	16,735	14,507	5,591	18,557	16,643	7,328	13,654

The above expenditure is estimated

Balances - 1 March 2019
Liability Free NZU's - 20,415 NZU's
Term Deposit - $213,169.60 (Current Interest Rate 2.65% 90 days)

Funds Required
Estimated Drawdown from Term Deposit - $35,000 in August and $25,000 in December

Mangamahu
Purchase forestry right - 8ha macrocarpa @$3000/ha - 50% share with Augusta
Legal Fees - associated with forestry right purchase
Pre-harvest Inventory - 7 plots @ $200
Harvest planning 140 ha x $52 -50% share with Augusta
Resource Consents - National Environmental Standards (NES) consents and monitoring for earthmoving and harvesting (previously these were permitted activities)
Pest control - Possum

Notes to the Budget
Pest control - Possum poisoning
Emissions Trading - Prepare and file voluntary emissions return

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)