

AGENDA

WAIKARE FOREST PARTNERSHIP

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NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given the Annual General Meeting of Waikare Forest Partnership will be held at Ashley Park, Waitotara, on Friday 8th May 2015 commencing at 9.45am.

This is held in conjunction with Maxwell Forest Partnership.

PROGRAMME

9.45 – 10.00am Registration and morning tea
10.00 – 10.15am Welcome & opening of meeting
10.15 – 1.00pm Meeting continues at Waikare Forest
1.00 - 1.30pm Lunch at Ashley Park
1.30 - 3.00pm Afternoon session of the meeting continues

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. Registration
2. Welcome & Opening
3. Appointment of Chairperson
4. Apologies and Proxies
5. Minutes of Previous Meeting
6. Arising from Minutes
7. Reports and Financial Statements - To receive and adopt the Roger Dickie Report, Forest Management New Zealand Ltd Report and Financial Statements for the Year ending 28 February 2015
8. Harvest update
9. Insurance - Public Liability Insurance
10. Budget Cashflow 2015-2016
11. General Business
 - Possible sale of second tranche of NZU's
 - Formation of a Harvest Committee

PROXY VOTING

To ensure there is a quorum of 50% of Partners please complete the Proxy Form and return to our office by Thursday 8 May:

- **Vote on-line** by the link to the Proxy (as sent to you via email); or
- **Scan and email** to margaret@rogerdickie.co.nz; or
- **Fax** to 06 346 5369; or
- **Mail** to Roger Dickie (NZ) Ltd (envelope provided)

DOCUMENTS

The following documents are included with the Agenda:

- Proxy Form
- Budget Cashflow Statement for the Year Ending 28 February 2016
- 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.**

DIRECTIONS/ACCOMMODATION

Ashley Park is located on SH3, approx 34km north of Wanganui and approx 3km south of Waitotara and is well sign posted. Upon arrival, drive over the cattlestop straight ahead to the camping ground and the Conference Room is located on the right. Accommodation is available at Ashley Park, if you wish to stay overnight. You can visit their website www.ashleypark.co.nz or phone 06 346 5917 to make a reservation.

I look forward to meeting you all at the AGM.

Regards

A handwritten signature in black ink, appearing to read 'Roger Dickie', with a stylized flourish at the end.

Roger Dickie

Waikare Forest Partnership Budget Cashflow Statement Year Ending 28 February 2016

	Cashflow is in NZ\$ and GST Exclusive												
	TOTAL	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
OPENING BALANCE	(14,993)												
INCOME													
Credit Interest	480	40	40	40	40	40	40	40	40	40	40	40	40
Harvesting	300,000							50,000	50,000	50,000	50,000	50,000	50,000
Insurance Fund (2014 bal \$52,760)	12,555								12,555				
TOTAL INCOME	313,035	40	40	40	40	40	40	50,040	62,595	50,040	50,040	50,040	50,040
EXPENDITURE													
Forest Expenses													
Forest Management	7,720	620	1,000	620	600	620	600	620	600	620	600	620	600
Operation Expenses													
Pest Control	2,600	100	2,000	100		100		100		100		100	
Administration Expenses													
Accountancy Fees	2,675			2,675									
Administration	4,200		350	350	350	350	350	350	350	350	350	350	700
Audit Fees	1,595						1,595						
Bank Fees	150	40	10	10	10	10	10	10	10	10	10	10	10
Contingencies	2,000					1,000						1,000	
Meeting Costs	400					400							
Subscriptions	120		30			30			60				
Financial & Standing Charges													
Insurance - Fire & PL	12,951								12,951				
Legal Fees	600					600							
Rates	2,865			705			720			720			720
Valuation	250	150							100				
Other Expenses													
GST on Harvest	45,000	0	0	0	0	0	0	7,500	7,500	7,500	7,500	7,500	7,500
GST (refund)	(4,323)	(5,683)						162	168	270	144	312	305
TOTAL EXPENDITURE	78,803	(4,773)	3,390	4,460	960	3,110	3,275	8,742	21,739	9,570	8,604	9,892	9,835
BALANCE	219,239	(10,180)	(13,530)	(17,950)	(18,870)	(21,940)	(25,175)	16,123	56,979	97,449	138,885	179,033	219,239

Notes to the Budget

1. Accounting Fees - email quote from Jeff Whitlock 15/01/2015
2. Tree Crop Insurance - last years premium + 2%
3. Pest Control - at Northern End only
4. Replanting of Harvest Area will take place in 2016