

FOREST VISIT AND MEETING PROGRAMME

WOODLEIGH FOREST LIMITED

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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 Wairoa War Memorial Hall, 93 Queens Street, Wairoa on Friday 26th April 2019 commencing at 8.30am.

This is held in conjunction with Ashdown, Brentwood, Hereford, Long Ridge, Richmond, Turnbridge, Winchester, Kingswood, Wellwood, Highgate, Hyde Park Forest Partnerships and Woodleigh forest limited .

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 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

Woodleigh Forest Limited

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
FOREST EXPENSES														
Forest Management	-9,460	-1,850	-650	-650	-650	-650	-650	-650	-650	-710	-1,050	-650	-650	
PSP's	-1,500	-1,500												
FOREST EXPENSES Total	-10,960	-3,350	-650	-650	-650	-650	-650	-650	-650	-710	-1,050	-650	-650	
OPERATION EXPENSES														
Fire Protection	-300									-300				
R & M Tracking	-4,500	-4,500												
Pest Control	-2,000										-2,000			
OPERATION EXPENSES Total	-6,800	-4,500								-300	-2,000			
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	-2,000		-500			-500			-500			-500		
Companies Office	-125			-125										
Subscriptions	-598	-550					-23				-25			
Meeting Costs	-600				-600									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-14,623	-980	-900	-4,370	-1,000	-2,525	-423	-400	-900	-1,400	-425	-900	-400	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-642							-642						
Tree Fire & Wind Insurance	-16,859							-16,859						
Legal Fees	-600					-600								
Rates	-13,782			-3,150			-3,150			-3,150		-1,182	-3,150	
Valuation	-725		-725											
Interest	685	74	72	70	65	64	61	58	48	47	44	42	40	
FINANCIAL & STANDING CHARGES Total	-31,923	74	-653	-3,080	65	-536	-3,089	-17,443	48	-3,103	44	-1,140	-3,110	
FIN YEAR SURPLUS Total	-64,306	-8,756	-2,203	-8,100	-1,585	-3,711	-4,162	-18,493	-1,502	-5,513	-3,431	-2,690	-4,160	
GST	14,917	5,491						4,175						5,251
GST Component	-9,425	-1,318	-340	-1,074	-246	-565	-632	-2,781	-231	-682	-520	-408	-628	
GST Total	5,492	4,173	-340	-1,074	-246	-565	-632	1,394	-231	-682	-520	-408	-628	5,251
Opening Balance	127,441	127,441	122,858	120,315	111,141	109,310	105,034	100,240	83,141	81,408	75,213	71,262	68,164	63,376
Closing Balance	63,376	122,858	120,315	111,141	109,310	105,034	100,240	83,141	81,408	75,213	71,262	68,164	63,376	68,627

The above expenditure is estimated

Balances - 1 March 2019

Liability Free NZU's - 16,842 NZU's

Term Deposit - \$204,559.88 (Current Interest Rate 2.65% 90 days)

Notes to the budget

PSP's - Re-measure permanent sample plots x 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)