

ANNUAL GENERAL MEETING

WOODLEIGH FOREST PARTNERSHIP

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NOTICE OF MEETING

The Annual General Meeting of Woodleigh Forest Partnership will be held via teleconference on Friday 17th July 2020 commencing at 12:00 PM.

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*)
- The Road to Harvest

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.

Woodleigh Forest Limited

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	55,000	55,000												
INCOME Total	55,000	55,000												
FOREST EXPENSES														
Forest Management	-13,952	-650	-4,644	-650	-2,150	-650	-650	-650	-650	-770	-1,050	-728	-710	
Harvest Planning	-19,968		-19,968											
National Environmental Standards	-7,500				-7,500									
FOREST EXPENSES Total	-41,420	-650	-24,612	-650	-9,650	-650	-650	-650	-650	-770	-1,050	-728	-710	
OPERATION EXPENSES														
Fire Protection	-300									-300				
Pest	-2,600									-300	-2,000		-300	
OPERATION EXPENSES Total	-2,900									-600	-2,000		-300	
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	-2,295					-2,295								
Bank Fees	-150	-40	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	-10	
Statutory Supervisor	-2,000		-500			-500			-500			-500		
Compliance	-100					-100								
Companies Office	-125								-125					
Subscriptions	-1,051		-615			-13	-9					-414		
Meeting Costs	-1,000				-1,000									
Contingencies	-2,000			-1,000						-1,000				
ADMINISTRATION EXPENSES Total	-16,481	-445	-1,530	-4,315	-1,415	-3,323	-424	-415	-1,040	-1,415	-415	-1,329	-415	
FINANCIAL & STANDING CHARGES														
Public Liability Insurance	-858							-858						
Tree Fire & Wind Insurance	-29,356							-29,356						
Legal Fees	-600		-600											
Rates	-12,855			-2,898			-2,898			-2,898		-1,263	-2,898	
Valuation	-709		-709											
Interest	60	5	10	8	7	6	6	5	3	3	3	2	2	
FINANCIAL & STANDING CHARGES Total	-44,318	5	-1,299	-2,890	7	6	-2,892	-30,209	3	-2,895	3	-1,261	-2,896	
FIN YEAR SURPLUS Total	-50,119	53,910	-27,441	-7,855	-11,058	-3,967	-3,966	-31,274	-1,687	-5,680	-3,462	-3,318	-4,321	
GST														
GST	21,609	6,155						8,149						7,305
GST Component	-15,452	-158	-4,116	-1,028	-1,658	-594	-594	-4,690	-252	-701	-518	-496	-647	
GST Total	6,157	5,997	-4,116	-1,028	-1,658	-594	-594	3,459	-252	-701	-518	-496	-647	7,305
Opening Balance	65,969	65,969	125,876	94,319	85,436	72,720	68,159	63,599	35,784	33,845	27,464	23,484	19,670	14,702
Closing Balance	14,702	125,876	94,319	85,436	72,720	68,159	63,599	35,784	33,845	27,464	23,484	19,670	14,702	22,007

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

Liability Free NZU's - 16,842 NZU's
Term Deposit - \$207,789.20 (Current Interest Rate 1.75 % 90 days)
Term Deposit - \$518,468.91 (Current Interest Rate 3.60% 12 months)

Funds Required

Estimated Drawdown from Term Deposit - \$55,000 in March

Notes to Budget

Pest control - goat control and possum poisoning
Harvest Planning - 384.0 ha @ \$52/ha
Resource Consent/Notification under NES

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)