



**ESTATE AND TAXATION  
PLANNING COUNCIL**

P O Box 31-288  
MILFORD 0741  
Phone 029 985 6834  
contact@etpc.co.nz

## **ESTATE AND TAXATION PLANNING COUNCIL AGM 2025 MEMBERS PACK**

### **ENCLOSED IN THIS MEMBER PACK ARE:**

1. Notice of Annual General Meeting and Agenda
2. President's Report for 2025
3. Briefing Paper on ETPC Constitution Changes

### **PLEASE REFER TO THE FOLLOWING SUPPORTING DUCUMENTS:**

1. Proxy Form
2. Minutes of 2024 Annual General Meeting
3. Financial Accounts to 31 December 2024
4. New Draft Constitution
5. Current Constitution and Amendments (separate document)



**ESTATE AND TAXATION  
PLANNING COUNCIL**

P O Box 31-288  
MILFORD 0741  
Phone 029 985 6834  
[contact@etpc.co.nz](mailto:contact@etpc.co.nz)

## **NOTICE OF ANNUAL GENERAL MEETING TO BE HELD WEDNESDAY 18<sup>th</sup> JUNE 2025, 8.45 AM AT THE NORTHERN CLUB**

### **BUSINESS**

- To receive and approve the Minutes of the 2024 Annual General Meeting
- To receive the President's Report for 2025
- To receive and approve the financial statements to 31 December 2024
- To approve that no financial review or audit be undertaken of the financial statements
- To set subscriptions for the 2025 year
- To approve reregistration of ETPC as an incorporated society
- To approve a new Constitution for ETPC
- To elect Officers to the Committee and appoint a Contact Person for the coming year
- To attend to any general business

### **AGENDA**

1. Welcome
2. Apologies
3. Proxies
4. Minutes of 2024 AGM
5. President's Report for 2025
6. Financial Accounts to 31 December 2024
7. Audit or Financial Review of Financial Statements
8. Subscriptions for 2025
9. Reregistration of ETPC as an Incorporated Society
10. Approval of new Constitution
11. Election of Officers for Committee, and Contact Person
12. General Business

### **RSVP:**

If you are unable to attend the AGM, a proxy (form below) can be signed and emailed to [lindsay@lindsaypope.com](mailto:lindsay@lindsaypope.com) (phone Lindsay on 029 985 6834 if you have questions)



**ESTATE AND TAXATION  
PLANNING COUNCIL**

P O Box 31-288  
MILFORD 0741  
Phone 029 985 6834  
contact@etpc.co.nz

## 2025 PRESIDENT'S REPORT

### Membership

We continue to welcome new members, and membership has continued to grow. We now have 98 members (94 financial, 1 life and 3 student members) in the Council.

### Functions and Webinar Events

We gratefully acknowledge these speakers for sharing their time, insights and perspective:

JUN 2024	Anthony Grant, Barrister - <i>Topical Matters on Wills and Trusts</i>
SEP 2024	Dave Bishop, Financial Services Council - <i>The Financial Resilience Index</i>
NOV 2024	Bill Patterson, Solicitor - <i>Estate Planning in NZ – Past, Current and Future</i>
MAR 2025	Andrew Grigg, Cordys – <i>Planning and Dealing with Trust &amp; Estate Chattels</i>
MAY 2025	Margaret Casey, KC/Vicki Ammundsen, Solicitor – <i>Estate Planning for Surrogacy</i>

Replays of webinar events and presentation notes are available for members on the website.

### ETPC Constitution

Members will be asked to approve a new Constitution at the 2025 AGM. Changes to the incorporated societies legislation require the Council to update the Constitution. A lot of work has been undertaken to prepare a compliant and fit for purpose Constitution to support governance well into the future. We ask as many members as possible to attend the AGM.

### ETPC Subscriptions for 2025

The Executive Committee recommends holding subs at the current rate of \$150 (inclusive of GST) for 2025.

### Last but not least...

ETPC success can only be successful through member participation and a willing Executive Committee. Special thanks to the Executive Committee: Katee Yukich, Deeanah Winders (Secretary), Vicki Ammundsen, Philippa Smith-Lambert, Robert Knox (Treasurer), Phil Ison, Gary Fitzpatrick and Greg Moyle for your contribution and support over the last 12 months.

Lindsay Pope  
President  
June 2024



## **BRIEFING PAPER ON ETPC CONSTITUTION CHANGES**

1. The Estate and Taxation Planning Council of New Zealand Incorporated (the Council) is registered as an incorporated society. All incorporated societies are required to reregister under the Incorporated Societies Act 2022 (the new Act) and have a Constitution which complies with the new Act, if they wish to remain as an incorporated society. Reregistration must be completed by 5 April 2026.
2. This note sets out background information on the Act and some of the changes that will be required to the governing rules set out in the Council's current Constitution. The Executive Committee has conducted a robust review process and legal review. The Executive Committee endorses the new Draft Constitution and see the changes provide the Council with a modernised governance framework for the future.
3. Key changes to note include:
  - a. **Purposes (1.4):** These have been updated and modernised to reflect the current reality for the Council.
  - b. **Members (2.0):** Note Participant Groups have been modernised (2.2), member obligations and rights (2.5).
  - c. **Meetings (3.0):** Note AGM to be held within 6 months of Balance Date (3.3), AGM business process explicitly set out (3.4).
  - d. **Composition, roles, functions, powers and procedures of the Council's Committee (4.0, 5.0):** For example, additional consent forms for incoming Officers of the Council, *Contact Person* elected at AGM, incoming *Officers* elected at AGM will form a governing *Committee* and elect a *Chairperson*, *Deputy Chairperson*, *Treasurer*, and *Secretary*.
  - e. **Society Records (6.0):** Additional recordkeeping includes membership details (e.g. new member consents and a *Register of Members*) and new conflict of interest details for Officers of the Council (e.g. an *Interests Register*).
  - f. **Finances (7.0):** Financial statements to be prepared to new standards.
  - g. **Dispute resolution (8.0):** Process for resolution of disputes that may arise.
4. The Council has arranged a legal review of the new Draft Constitution to check it complies with the new Act. The legal adviser has confirmed the Draft Constitution is a good amalgam of the old and new, is fit for purpose and compliant with the new Act.
5. Next steps
  - a. Prior to the AGM, members should consider the proposed new Constitution
  - b. At the AGM members will be asked to approve the reregistration of the Council as an incorporated society, adopt the new Draft Constitution and elect or appoint Officers to the Committee and a Contact Person.