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MINUTES OF ST FRANCIS PROPERTY OWNERS NPC DIRECTOR'S BOARD MEETING

Friday 3rd April 2020

Present: W Furphy (WF); G Miller (GM), L Aitken (LA); D Pienaar (DP); S Smith (SS); M Scheckter (MS); C Gray (CG); G Vorster (GV); P Mountford (PM); C Northwood (CN) **ACTION**

1 Welcome

2 Apologies

3 Confirmation of the Previous Minutes

Amendments received from GV and accepted. Proposed by GM, seconded PM

4 Matters Arising from the Previous Meeting.

None

5 Finance :

5.1 Statutory -

- VAT Returns : All returns are up to date. SS had a productive meeting with SARS on the 20th of March regarding the objection to the interest and penalties levied. Further favourable feedback from SARS is expected next week. SS
- SS is checking whether the NPC should be registered for SDL. SS
- Investment Policy: Funds are to be transferred to the interest bearing investment accounts and interest will accrue from April. The first funds were invested in flexible income unit trusts in line with the boards investment policy SS
- A certificate of good standing is awaited from CIPC which Moors are pursuing. SS will email details to PM after the meeting. SS
- SS has submitted Audited financial statements to CIPC. SS
- SS will move existing debit orders across from the original bank account and then close this account down as it now serves no purpose. SS

5.2 SS

Financial Reports – SS presented the provisional financial reports for March. The report was discussed and accepted.

5.3 Financial Report to Municipality

- SS submits these monthly.

5.4 Fund Raising

- SFBRHOA - Accumulation of funding ringfenced in an investment account has been discussed with this committee. Tax implications are to be clarified.
- KJRC Funding – As above.
- A second donation drive has been suggested by some property owners and is being considered.
- Port Dredging – The possibility of pumping sand to “Bruce’s Beauties” ihas been discussed with the Port with a view to restoring these waves to their former glory. Funding will need to found for this.
- KLM Funding – WF meets with the Municipal Manager periodically to discuss and agree their funding contributions.
- Govt. Grant Funding Application – KLM has committed to preparing a funding application to Government (DEDEAT) for funds to assist with the protection of the spit and beach.
- Private contributions e.g. building a commercial pier in place of a groyne (early stages)

5.5 Banking : Nothing to add

6 Infrastructure

6.1 NPC Projects

River, Spit and Beach –

- Beach Phase 2 - Advisian were asked to do the necessary modelling and to provide an opinion on the possible effect of the groynes on the beaches north of the river and on the river mouth. Since the previous Board meeting two meetings have been held with Advisian (the second meeting included CES) to ensure that DEDEAT’s concerns will be appropriately addressed. The completion of the EIA will be extended for up to six months to ensure that this is addressed to DEDEAT’s satisfaction. **DP/GM**
- Beach Phase 1 : The construction of the access road along the top of spit is complete. Repairs to certain revetments are awaiting DEDEAT approval.
- Spit - Emergency : The Emergency Plan will be triggered should the spit be breached by the sea. **GM**

Roads:

- Entrance : This project is complete. The 12-month retention period has commenced. **CN/GM**
- George Road Car Park: The design of the dedicated access to the beach was

proposed to the KLM. Written approval has now been received for the access area to the beach as well as the erection of a bollard barrier preventing access to the beach from the car park itself. **GM**

- CCTV Security Cameras : The cameras are working well and are meeting the 98% uptime commitment. D Truter has proposed that video material access could be improved by taking direct ownership of the equipment rather than renting the equipment from Atlas. His proposal will be circulated to the Board members for consideration and compliance with the POPI act verified. **GM**

- Sea Vista Pathway : The construction side of the project has reached practical completion. The snags outstanding can only be addressed after the lock down. **GM**

6.2

Non-NPC Projects

- Storm Water Drains: Nothing to Add.
- Sewerage: No further discussion.
- Internet infrastructure: Nothing to Add.
- Cell Phone Infrastructure: Nothing to Add
- Temporary Recycling Depot : This facility continues to function well.

7. Database - No Discussion

7.1 Marketing & Communication :

CJ

- Social Media – Delivery - Daily postings
- Newsletter – Nothing further
- Website – Nothing further.
- Fundraisers – Nothing further.
- Emails – No discussion

9. Administration : No further discussion.

9.1 Employees – Nothing to add

9.2 **Plant, Equipment and Materials** – The sandbags, pumps and other equipment which have been purchased to date are to be recorded as assets. GM will itemise these for the asset register and send to GV/SS. **GM**

9.3 Legal – Nothing to add

10. **General** : The COVID-19 crisis response is being supported through the SFPO Association.

Next Meeting : Friday 8th May 2020 – 9am – SFPO office

