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MINUTES OF ST FRANCIS PROPERTY OWNERS COMMITTEE MEETING

Friday 3 April 2010

Present: W Furphy (WF); L Aitken (LA), G Miller (GM), P Pezarro (PLP), D Truter (DT); S Picton-Turbervill (SPT), C Gray (CG); D Harpur (DH); N Dyer (ND); N Munday

ACTION

1 Welcome

2 Apologies

3 Confirmation of the Previous Minutes

Proposed by NM and seconded by DT

4 Matters arising from the Previous Minutes of Meeting

The cost of living increment recorded as 5% should read 6% this consisted of a 5% annual inflation adjustment with an additional 1% added to compensate for the 14 month period since the last salary adjustment).

5 Finance :

- The financial statements for March were presented by PLP and approved.
- PLP will set up Internet banking facility for the Standard Bank account.

PLP

Membership :

- Membership fees are due for the 1st October 2019 to 30 September 2020. DNA Online have created a subscription renewal invoice to be sent to all residents on the database. Sara Smith has set up a second company on the Sage Online licence. DNA have loaded the invoices which are to be released once the COVID-19 crisis has passed. LA will advise PLP when the invoices will be sent out.

LA/PLP

- CG will advise PLP on moving Association funds into an interest bearing investment account

CG/PLP

Administration :

- A replacement desktop computer has been purchased.
- The revised annual office rental came into effect from 1st March. The rental agreement is in the name of the NPC and S Smith should take control of this in order to manage reclaiming the VAT. PLP will request retrospective VAT invoices from the landlord.

6 Marketing and Communication :

6.1. Budget :

This is linked to the subscription renewal figure for the year.

6.2. Database :

- A stronger database needs to be developed which could be shared among all organisations represented on this committee. **LA/WF**
- Call Centre : No further discussion.

6.3. Website, Social Media and Newsletter:

- Daily newsletter, website and social media coverage is being provided on the COVID-19 crisis by Craig Jarvis and is being well received. All are encouraged to provide input material for Craig Jarvis. **CJ/LA**
- The website is being updated regularly.

7. Technical

7.1 NPC Projects

- Beach Phase 2 - The EIR was not submitted on 2 March on advice from DEDEAT. Advisian were asked to do the necessary modelling and provide an opinion on the possible effect of the groynes on the beaches north of the river and the river mouth. Their proposal is awaited and will be evaluated before submission to DEDEAT. The completion of the EIA will be extended for up to six months to ensure that this is addressed to DEDEAT's satisfaction. **GM**
- Beach Phase 1 : Applications for repairs to private revetments are currently awaiting approval from DEDEAT. We have not been advised why it is taking so long, but will make enquiries. **GM**
- 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. **GM**
- George Road Car Park: The design of the dedicated access to the beach was been proposed to the KLM, and written approval has now been received , together with permission given for a bollard barrier to be erected to prevent access to the beach from the car park itself.

- CCTV Security Cameras : All is well from a technical perspective. The option to bring some of the CCTV monitoring in-house is under discussion. DT has proposed that video material access could be improved by taking the ownership of the equipment rather than renting through Atlas. His proposal will be circulated to the NPC Board members for consideration and compliance with the POPI act verified. **DT/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. The official opening set for the end of April has been postponed. **GM**

7.2

Association Projects :

- **Erf 400 Village Common and Erf 554:** No discussion
- **Interim CBD Improvement and Roads:** Nothing to add

8. Community Issues :

- Storm Water Drains : Nothing to add.
- Transfer Station / Recycling Depot : This facility continues to function well.
- Illegal Dumping and Plot Clearing: No discussion.
- Planning : Alderman Rheeder is the Councillor responsible for Planning and is re-assessing all Municipal properties, public open space and servitudes.
- Bush Clearing : All operations have been curtailed for now. Good progress was made by KLM on the land alongside St Farncis Drive/Sunset Drive. Trevor Wright has set himself up as a service provider. A draft announcement for the website has been prepared for posting once the current crisis conditions has passed. Service provider listings are to be offered in return for purchase of an Association corporate membership of R500 p.a. **NM**
- Sewerage : No discussion.
- Water infrastructure : The Association continues to put pressure on KLM to replace failing water infrastructure. **WF**
- Roads : No discussion.

9 Other Committees

- SFBRHOA : The canal patrolman has been stood down for the COVID-19 crisis period as he has to travel from Humansdorp. The Canal Manager's number will be made available to DT in case volunteers are needed for the Food Delivery programme. The next year's Budget has been submitted and approval is awaited from the KLM. **SPT**
- KJRC : The next year's budget and revised tariffs have been submitted for approval but have not yet been approved. There has been no boating activity, and river patrols have been suspended. **ND**
- Santareme: DH confirmed that it has been agreed to break Santareme into four areas with leaders from each to serve on a sub-committee. Johan Viljoen assisted by Nigel Harvey are looking at this. **DH**
- The Police Forum : DT reported a slight increase in crimes, particularly in areas where there are no cameras. He has had a meeting with prosecutors in Humansdorp and Atlas. The golf course are improving their fencing with the aim of prohibiting trespassing and **DT**

the course is being patrolled. Loiterers at the Spar continue to be a problem which is difficult to address.

- Tourism : No discussion.
- DVG : The volunteers are fully mobilised. A quarantine facility has been set up at the St Francis Bowling Club in case it should be needed for the COVID-19 crisis. The Sea Vista Primary School has been identified as a secondary site. They have set aside R100 000 towards beds for the quarantine centre, providing soap to the township, and food packs to the those in most need in the township..
- Ward Committee : No Discussion.
- Sea Vista : No discussion.
- Cape St Francis : The Cape St Francis Civics contributed R2000 towards the COVID-19 soap drive.
- St Francis Business Forum : No discussion.
- Levy Relief Programme : Applications continue to be processed. The structure of relief programme is to be reviewed.
- Aesthetics Committee : The question of whether to allow “metal” roof alternatives is awaiting approval by the mayoral committee.

WF

DT

10 General

The Food Relief Fund initiative for COVID-19 crisis in Sea Vista will commence in the coming week. In collaboration with the KLM, a soap drive has been undertaken. By the DVG, SFPO and CSF Civics. Going forward soap will be included in the food packs. DT reported on the planned food relief supply activity for Sea Vista Township between the DVG, St Francis United Church and Rotary Club of St Francis. A donation appeal has been launched. Food packs will be assembled at the Church by Rotarians and volunteers and distribution coordinated by DVG with community volunteers. The organisers are gearing up to cover a possible 5 week period. Balobi and Woodlands Dairy have committed donations of produce and the Spar will provide the contents for the packs at cost.

DT

Next Meeting Friday 8th May 2020 – 11 a.m. – SFPO office