

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

Friday 5th June 2020

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

1 Welcome

2 Apologies

C Gray (CG); Gail Brooker (GB)

3 Confirmation of the Previous Minutes

Proposed by GM, seconded CN

4 Matters Arising from the Previous Meeting.

None

5 Finance :

5.1 Statutory -

- VAT Returns : All returns are up to date. SARS have agreed to reimburse penalties and interest charged. SS is still to hand over the VAT reports to GB. GV will discuss VAT payable with GB. GV/BG
- Investment Policy: Funds have not as yet transferred to the interest bearing investment accounts due to COVID-19. The first funds will be invested in flexible income unit trusts in line with the boards investment policy. GB will obtain contact details from GV.
- A certificate of good standing is awaited from CIPC, which Moore are pursuing, for the two Investment Companies selected for housing accumulated funds. GB
- The 20/21 budget will be posted to the website once approved by the KLM.
- A reconciliation of the SFPO Association account with the NPC is needed from GB. GM/GB
- The matter of the R30 000 held for the Aldabarra Run revetment fund needs to be resolved. GB

5.2 Financial Reports – GB provided the financial reports for May. The report was discussed and accepted. GB

5.3 Financial Report to Municipality

- These are being submitted monthly.
- GB is to contact Moore to make arrangements for the next audit to ensure the financials can be presented to the KLM before end of September 2020 in line with the Finance Agreement.

GB

5.4 Fund Raising

- SFBRHOA - Accumulation of funding for the Phase 2 Spit and Beach solution has been approved by this committee. Tax implications are to be clarified.
- KJRC Funding – Most estates have approved accumulating of funds for the Phase 2 Spit and Beach solution.
- 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” has been discussed with the Port with a view to restoring these waves to their former glory. Funding will need to be found for this.
- KLM Funding – They have committed to funding the emergency work on the spit whenever it breaches. WF meets with the Municipal Manager regularly to discuss these commitments.
- 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 will be considered e.g. building a commercial pier in place of a groyne (early stages)

CN

WF/ND

5.5

Banking : Nothing to add

6 Infrastructure

6.1 NPC Projects

River, Spit and Beach –

- Beach Phase 2 - A proposal has been received from Advisian for additional modelling, to address DEDEAT’s concerns on the possible effect of the groynes on the beaches north of the river and on the northern side of the river mouth. The proposal has been accepted and Advisian are working on their modelling and report which is expected within the next 2 to 3 months. Quotations for the survey of the estuary have been requested from nine survey organisations with seven responses received. The lowest priced quotation was submitted to Advisian for consideration and advice on whether the survey would satisfy their modelling needs.

DP/GM

Following receipt of Advisian's report CES will update the EIR, which will be made available for review during another 28 day public participation period.

- Beach Phase 1 : No discussion **GM**
- Spit - Emergency : The Emergency Plan was triggered in early April after a breach on the spit and gazetted shortly afterwards. Swift action followed by KLM and their contractors. A revetment is now being constructed by KLM's contractors to protect the most vulnerable areas of the Spit. This repair work will buy time for the NPC to accumulate the necessary funding for the long term coastal protection solution. **DP/GM**

Roads:

- Entrance : This project is complete. The 12-month defects liability period is underway. Landscaping repairs are required due to damage by fibre instillation and quotes awaited. **CN/GM**
- George Road Car Park: 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. This is to be actioned as soon after lockdown as possible. Some undermining and erosion took place during recent storms and some repair work has been done. **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 is to be circulated to the Board members for consideration and for discussion at the next meeting. GM will follow up. **GM**
- Sea Vista Pathway : The construction side of the project has reached practical completion. The snags outstanding can only be addressed after the lockdown. The landscaping work has been awarded to local landscaping company, Roots. Landscaping is expected to be completed by the end of June with official hand over in mid July. **GM/CN**

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 :

- Social Media – Delivery - Daily postings
- Newsletter – A joint communication strategy has been proposed to the KLM for matters such as the Emergency spit repairs. DP has prepared a detailed communication on the Phase 2 long term solution and the emergency repair work to the spit which was provided to CJ for distribution to the media. The completion of the Sea Vista Pathway project will also be highlighted in the media toward the end of June, possibly in the form of drone video material. CJ is to prepare a communication plan for the 20/21 period.
- 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 - Nothing to add

9.3 Legal – Nothing to add

10. General :

10.1 The COVID-19 Food Relief Program is being supported by the SFPO Association through its membership offering including a R200 donation per membership subscription payment. The Food Relief Program is being managed through a team comprising the DVG, Rotary and the St Francis United Church.

10.2. Drone Surveillance Proposal : The proposal is to test a drone surveillance capability that provides a mobile eye in the sky to complement existing security resources ie the CCTV camera system (fixed eyes on the ground), and Neighbourhood Watch (mobile eyes on the ground). This will be particularly useful for increasing the security of all of St Francis Bay, but especially Santareme which does not have the same level of CCTV coverage on the ground that the Village and canals have. The drone will also be useful to DVG to provide aerial support in the event of a fire or other disaster. The purchase of the drone would not be funded through the SRA, but instead through the SFPO Association and the DVG.

Donations will be sought from the Santareme community in particular who would stand

CJ

GM/WF

to benefit most. The proposal is being discussed with other organisations to determine the framework for such a project as well as to establish the legal operation of the system.

Next Meeting : Friday 10th July 2020 – 9am – Zoom service.