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**MINUTES OF ST FRANCIS PROPERTY OWNERS COMMITTEE MEETING
Friday 10th July 2020 – SFPO Office**

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

1 Welcome

2 Apologies

D Harpur (DH)

3 Confirmation of the Previous Minutes

Proposed by PLP and seconded by ND

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

- The financial statements for June were presented by PLP and approved. **PLP**
- The investments account will remain with Stanlib and PLP is liaising with them for an electronic banking facility.

Membership:

A total of R52 670.00 will be donated to the Food Relief fund derived from the early membership renewal drive which is no longer in effect. A total of 215 members have signed for early renewal. **PLP**

Administration:

- PLP will email copies to WF, CG and GM the terms of the split of the rental and office charges which were shared between the Association and the NPC.
- The office lease is not being renewed and will terminate on 31st July. Alternative premises will be sought. In the meantime LA and GM are working from their home offices. **PLP**

Insurance:

- CG is liaising with DH on appropriate insurance. PLP has created an Asset Register, given the recent purchase of new computer equipment to replace the existing computer that has failed, to assist with deciding whether to insure the equipment. CG will call Peter Butland of SFBRHOA for advice on insurance for contents.

CG/DH

6 Marketing and Communication:

- ZOOM is working well for meetings whilst the office facilities are not available during the COVID-19 lockdown.

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 between all organisations represented on this committee. The database needs to be updated, particularly for Santareme.

LA

6.3. Website, Social Media and Newsletter:

- The Association membership early renewal drive to contribute to the Food Relief program has now ended.
- The website continues to be updated regularly.
- Craig Jarvis's communications and newsletter on NPC matters continues to be very well received. Regular articles are now appearing in local media with interest being generated with Sunday Times and The Herald. He will be asked to assist with promoting the Association's services and responsibilities.
- The committee wishes to thank the KLM for their impressive contribution to the town so far. This includes the road resurfacing and the emergency action on the spit. A letter to the Mayor is to be sent and published in the media.

LA

7. Technical

7.1 NPC Projects

- Beach Phase 2 - AAN – an international survey group have been appointed to conduct a survey of the estuary scheduled for week of 22nd June, the result of which should be available in early August. Advisian will include this in their modelling and their report should be ready by mid September for comment. Following receipt of Advisian's report CES will update the EIR, which will be made available for review a further 28 day public participation period.
- Beach Phase 1: Nothing to add
- 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. KLM reacted very swiftly to a second and more serious breach of the spit during the recent high seas. Work is progressing well and the entire revetment should be completed by the middle of August.

GM

GM

Roads:

GM

- Entrance: This project is complete. The fibre contractor was billed for the use of a sleeve and repairs to damage to the area and plants during this work. Landscaping maintenance works are now underway. Pam Golding will take over the maintenance of the gardens going forward.
- George Road Car Park: Nothing to add.
- Road Resurfacing– KLM : The current works to resurface St Francis Drive through the CBD is being undertaken by the KLM as part of their contribution to the SRA.
- CCTV Security Cameras: The cameras are working well and effectively. They are meeting the 98% uptime commitment. GM/DT
- Sea Vista Pathway: The construction side of the project has reached practical completion. The landscaping work is now completed and the result is very satisfactory indeed. The rubbish bins will be installed next week. A formal hand over to the KLM will take place to take over ongoing maintenance. GM

7.2

Association Projects:

- **Erf 400 Village Common and Erf 554:** Awaiting DPW decision on transfer of Erf 400 to KLM. Preparation work by KLM on subdivision and rezoning of Erf 554, together with public participation is still work-in-progress at KLM.
- **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. A list of Municipal properties has been presented to the Municipal Manager as potentially saleable to provide capital for urgently needed capital projects in St Francis Bay. WF
- Certificates of Occupation: No further discussion. WF/LA
- Bush Clearing: Slow Progress - very quiet on all fronts over lock down period. There was no municipal Fire Risk Reduction meeting. Good progress has been made by the Municipality on St Francis Drive / Sunset Drive / Sea Vista. There is no municipal progress on the Eskom servitude clear-up which is a significant fire risk. The SANTAM funds are now exhausted. Three articles have been published regarding the bush clearing project in St Francis Today, Jbay News and Kouga Express. Complaints will be informally forwarded to Trevor Wright for onward transmission to Fire Department (and a recommendation for issuing a municipal compliance notice). NM to make contact with the Fire Protection Association (FPA) under Cristo Herselman regarding farmers and small holdings properties. NM
- Sewerage: WF has highlighted the serious need for improved service with the KLM. KLM are keen to reduce the cost of the honey sucker service by migrating to water borne sewerage but their financial focus needs to be on eradicating the bucket system. The spend on sewerage upgrade has been delayed to allow the spit repairs to take precedence. Pump infrastructure is failing regularly and WF addressed this with the Municipal Manager to be resolved before December. WF
- Water infrastructure: The Association continues to put pressure on KLM to replace failing water infrastructure. The water crisis brought about through the drought is of high importance. WF
- Roads: The paving of roads is being undertaken by certain groups of residents and could be used as pilots for other residents to pursue.
- Rates Concessions: Concessions on Municipal rates have been provided to pensioners, tourism and hospitality business owners – details on KLM website. WF

- 9 Other Committees**
- SFBRHOA: The new tariff increases came into effect from 1st July 2020. Compliments and thanks to Greg Miller and Craig Northwood of SFBRHOA for their ongoing pumping of dredging spoils on to the spit during the emergency. **SPT**
 - KJRC: The rate tariff increases were granted and have come into effect. A new admin/finance lady has been appointed for both the KJRC and SFBRHOA. **ND**
 - Santareme: No discussion.
 - The Police Sector Forum: No meetings have been held and are likely to move to a Zoom format. John Hammond has stated that he will carry on as Chairman of the CPF for the year ahead. Neighbourhood Watch patrols have recommenced. **DH**
 - DVG: They have been instrumental in establishing and managing the food distribution system for the COVID 19 Food Relief Fund, in partnership with Rotary and the United Church.
 - Ward Committee: These meetings are likely to resume next week. **DT/wf**
 - Sea Vista: KLM are awaiting the transfer of land from DPW for area west of the township, which we understand will be this year. The KLM have been given control of the land so they can stop land invasion. When the transfer takes place, a more conventional housing project can be commenced. Some road re-surfacing has also taken place in Sea Vista.
 - Cape St Francis: No discussion.
 - St Francis Business Forum: No discussion.
 - Levy Relief Programme: Applications continue to be processed. KLM have now also put rates relief for pensioners in place. **DT**
 - Aesthetics Committee: WF to establish if aluminium roofing has been approved by KLM as yet. **WF**
 - Tourism: No discussion.

10 General

10.1 The COVID-19 Food Relief Program is being supported through the SFPO Association, managed through the DVG, Rotary and the St Francis United Church. Now many people have gone back to work, focus is on provisioning the established soup kitchens with the balance of the funds being held in reserve should the situation deteriorate and need for food supply increase. The total raised from donations was R1.864 million **DT**

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 i.e. the CCTV camera system (fixed eyes on the ground), and Neighbourhood Watch (mobile eyes on the ground). 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. Trained pilots will be required. **GM/WF**

10.3. Buzzer Security Software : A proposal was received on this social media reaction service. DT and GM will meet with Neighbourhood Watch and security companies to discuss the merits of this system to run in conjunction with the CCTV system. **DT/GM**

10.4. Zoom Upgrade licence :
The upgrade fee of \$149.00 pa. was approved at today's Board meeting for the purchase of the upgrade Zoom licence to allow for meetings which extend for longer than the free of charge 40 minute period. **LA**

10.5. Kouga Print video offer : **LA**
It was decided that is not a suitable medium for the SFPO purposes.

Next Meeting Friday 7th August 2020 – 11 a.m. – SFPO office

