



28 Lyme Road South
St Francis Bay
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**MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING
Friday 11th September 2020 – SFPO Office / Zoom**

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). **ACTION**

1 Welcome

2 Apologies
N Munday (NM)

3 Confirmation of the Previous Minutes
Proposed by DT and seconded by DH

4 Matters arising from the Previous Minutes of Meeting

5 Finance:
• The financial statements for August were presented by PLP and approved. **PLP**

Membership:

Membership renewals for 2020/21 fall due on 1st October. LA will kick start a re-send of invoices not paid during the Food Relief early subscription drive.

It is hoped that the offer to collect Wheely Bins for non-resident paid up members will also generate more memberships **PLP/LA**

Administration:

- A deposit of R4000 has been paid for the new office premises at 28 Lyme Road South.
- The SFPO Association and NPC will split the office rental and office costs and the Admin Manager's salary equally.
- PLP and Gail Brooker have reconciled differences between the Association and NPC in this regard.

Insurance:

- CG and DH have agreed to source an appropriate insurance for public liability. **CG/DH**



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

6.3. Website, Social Media and Newsletter:

- Building of membership numbers is to be prioritized.
- A series of 10 x 2 minute videos on the NPC/Association activities beginning with introduction to the new premises, the Association committee members and their portfolios has been proposed by Craig Jarvis. LA will circulate a copy of his proposal with suggested topics to the Committee. Committee members to submit relevant questions in their focus areas to be aired in video content. **LA CJ**
- The videos will be linked to the website.
- Committee will be advised of schedule for recording.

7. Technical

7.1 NPC Projects

- Beach Phase 2 - Problems with survey information created a delay. Advisian has now reviewed this and their report should be ready by mid October. CES will then complete a new EIA report with sand sourcing report and management programme. All three of these documents will then be made available for review during a further 28 day public participation process in December and January. **GM**
- Beach Phase 1: The stairway at Aldabarra Run has been damaged. There has also been damage at Main beach and Ralph Road which have been reported to the KLM. Repairs to the Peter Crescent beach access stairs and revetment are underway. **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. The SFBRHOA have been actively dredging to open the channel into the Kromme River once the Equinox tides have past. **GM**

Roads:

- Entrance: This project is complete. The 12-month defects liability period is in effect. This comes to an end on 9th October 2020. EAS must provide the list of defects and advise when this will be provided. **GM**
- George Road Car Park: Concrete bollards need to be in place before December and to protect the car park from damage by heavy trucks used for revetment repairs.. **GM**
- CCTV Security Cameras: The cameras are working well and are meeting the 98% uptime commitment. DT is looking into taking ownership of the equipment, which will allow us to review video footage locally when required, and when a SAPS case number is not required eg looking for a lost dog.. **DT**
- Sea Vista Pathway: The construction side of the project has reached practical completion.



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The landscaping work is complete and the rubbish bins installed. A formal hand over of the pathway to KLM will take place to transfer the responsibility for ongoing maintenance to KLM within the next three weeks.

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. The St Francis College and the St Francis United Church are working together to put together a proposal for the use of this land as a shared infrastructure, with sports fields, endangered plant species garden/protection, and additional shared parking facilities.
- **Interim CBD Improvement and Roads:** The work that has been carried out by the KLM to rehabilitate sections of St Francis drive and intersections in Tarragona and Lyme Road South forms part of their commitment to supporting the SRA projects. Approximately R4.5 million has been spent by KLM on St Francis Bay's roads. A letter of thanks has been sent to the Municipal Manager and his management team for their contribution to these improvements as well as their commitment to the emergency repairs to the Spit.
- Additional areas of focus :

Cell phone Towers/ Mast placements and Introduction of Fibre
Bush Clearing and Fire risk control

Recycling – Coming roll-out of Wheelybins for refuse collection
Roads resurfacing and storm water drainage

Planning, Certificates of Occupation, Aesthetics and Signage

Improvement to Water infrastructure and Sewerage

Beach Access

Community Safety – Buzzer

Spatial Development Framework – Land usage

Energy – Draft policy of solar energy. GM to forward the policy to the committee.

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 and Certificates of Occupation: 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.
The Planning Department has provided WF with guidelines on requirements for issue of Certificates of Occupation which he will circulate. Compliance will be enforced. Going forward all building plans are to be submitted electronically.
SPT will prepare a document with recommendations on how to deal with cases of older properties and the negative effect on property values and sales which WF will discuss at his next meeting with the KLM MM. Property sales are affected as banks will not grant bonds without an Occupation Certificate in place.
- Thatch Insurance : Clarity is needed on whether new home owners will be able to get

**WF/
SPT**



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- insurance on thatched roof homes.
 - **Bush Clearing:** Very little has been happening at a private level. At a municipal level, the Fire Department has been fairly active, largely prompted by Prof Cowling and complaints received. **NM** has met with Dewald Barnard (Fire Chief) and Marlin Sodien (SF Fire Officer) as well as with Trevor Wright. The Fire Department has drafted a bush-clearing plan that they have started implementing. **NM** has a copy of the plan that runs to February 2021. Previous legal issues at magisterial level have been resolved, clearing the way for legal action against non-compliant owners. Excluding public open spaces, 38 private residential stands have been earmarked for clearing in the short-term. These are all for non-compliant owners that have chosen to ignore their notices. Stands will be cleared and charged-for according to the density of vegetation, and in terms of KLM's published tariffs. Clearing will be manual (i.e. using pole-cutters / chainsaws and a static chipper) rather than automated. This is partially for reasons of cost (the Fire Department's budget is constrained), availability (they already have a 10-member team – Working On Fire (WOF) and the necessary kit) and to address concerns of environmentalists. The Fire Department is allowing 2 – 3 days per stand. There have been no Fire Risk Reduction meetings.
 - **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. The KLM has now gone to tender to replace some of the aging infrastructure.
 - **Roads:** The paving of roads is being undertaken by certain groups of residents and could be used as pilots for other residents to pursue.
 - **Spatial Development Framework:** The Association has engaged the KLM formally on this. A response has been prepared and submitted. These include a proposal for the use of Erf 400 and 552 for the church, school, sports fields and indigenous garden. After discussions with the KLM, a moratorium of 2-3 months has been placed on the application for 4G/5G Towers in residential area, with alternative non-residential sites being identified by KLM. The Municipal Manager has instructed the Planning Department to review all proposed placements of these towers and produce a plan for these placements. **WF/GM**
- 9 Other Committees**
- **SFBRHOA:** Dredging onto the spit continues. **SPT** requested a value for the sand bags being stored in the Association's storage facility for insurance purposes. **SPT**
 - **KJRC:** Payment from the KLM for July and August has been delayed and will hopefully be resolved very soon. **ND**
 - **Santareme:** Crime in this sector has been reasonably settled. There have been good property sales. However aesthetics transgressions are of concern. **DH** will follow up with Councilor Rheeder regarding passing of the Aesthetics By-law. **DH**
 - **The Police Sector Forum:** The Police Sector Forum has not yet met as a body. **SAPS** are happy with the camera usage. A meeting took place with CPF, **DT**, **WF**, **GM**, **SAPS**, **NHW** and local security companies (Calibre, SMHART, G4S) to discuss monitoring by local security companies going forward. **GM** is to contact Buzzer regarding the mapping requirement so that a free trial of this App can go ahead. This will be at no cost for 4-6 **DT/GM**



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weeks. This could be offered to Association members as an added benefit for their annual membership. Complaints have been received about the taxi traffic build up at the entrance circle. DT will take this up with Municipal Law Enforcement. **DT**

- DVG: David Truter is controlling the Food Relief Funds donated to the DVG, St Francis United Church and Rotary Club of St Francis. He will arrange for a summary of the status of the fund for release to the media later this month. Four soup kitchens continue to be supplied from these funds. **DT**
- Ward Committee: Curb side street names are to be provided. SFPO have provided a listing of approximately 150 signs which are required.. **GM/WF**
- Sea Vista: KLM are awaiting the transfer of land from DPW for the 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. Two streets have been resurfaced in Sea Vista.
- Cape St Francis: No discussion.
- St Francis Business Forum: No discussion.
- Levy Relief Programme: KLM have now also put rates relief for pensioners in place.
- Aesthetics Committee: A Draft Aesthetics Policy has been advertised for comment by the KLM. Letters in support have been provided by both the NPC and Association.
- Tourism: No discussion.

10 General

AGM : The date for the AGM has been booked at St Francis Links for December 21st 2020.

Next Meeting Friday 9th October 2020 – 11 a.m. – SFPO office/Zoom