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**MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING
Friday 9th October 2020 – SFPO Office / Zoom**

Present: W Furphy (WF); L Aitken (LA), P Pezarro (PLP), D Truter (DT); C Gray (CG); N Munday (NM) **ACTION**

1 Welcome

2 Apologies

N Dyer (ND), S Picton-Turbervill (SPT), D Harpur (DH); G Miller (GM)

3 Confirmation of the Previous Minutes

Proposed by CG and seconded by NM

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

- The financial statements for September were presented by PLP and approved. **PLP**

Membership:

Membership renewal invoices for 2020/21 due on 1st October have been sent. The next newsletter will highlight the differences between the Association membership subscription and NPC membership with emphasis on the additional value that the Association provides. **PLP/LA**

Administration:

- No discussion.

Insurance:

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

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**



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6.3. Website, Social Media and Newsletter:

- Building of membership numbers is to be prioritized. LA
- A series of 8 x 2 minute videos on the NPC/Association activities beginning with introduction to the new premises, the Association committee members and their portfolios have now been recorded by Craig Jarvis. The first featuring Deon Pienaar speaking on the long term beach restoration will air on social media next week and will be included in the next newsletter. CJ
- The videos are linked to the website.
- Membership : The next newsletter will highlight the differences between the Association membership subscription and NPC membership with emphasis on the additional value that the Association provides.
- A 4-page insert is being planned to go into the print edition of West Wind in December which will include the benefits of Association membership.
- NM has been researching what HOA's in other towns and parts of the world and highlighted the need for clear communication to build membership. He has taken responsibility for putting this framework together. CG highlighted that a well functioning Rate Payers Association is vital to the efficient functioning of the Ward Council. A few active members of the Association representing each sector will be asked to provide reasons why they support membership of the Association, including Sea Vista residents on the benefit of the pathway project which was motivated through the Association and the Police Forums. NM suggested Craig Jarvis be asked to record a video highlighting all the factors for the AGM.
- The morning market in December is an opportunity to use the promotional gazebo to canvas for membership and advertise the AGM. LA to provide dates.

7. Technical

7.1 NPC Projects

- Beach Phase 2 - There was a week's delay on the review report on the sand survey and Advisian requested an extension until 21 October which DP has agreed to. 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. CG/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, funded by local property owners. GM
- Spit - Emergency: after the most recent breach PRDW tabled a report with suggested extension of the revetment. This was later rescinded and the SFBRHOA and SFPO agreed to fill and place sand bags as an emergency response to assist vulnerable property owners and the pump house gratis. Negotiations are underway between the existing contractor, PRDW and the KLM regarding the protection of the spit and a collaboration is likely whereby the SFPO and SFBRHOA will supplement these works with sand bags. CN will keep the Board informed through the Board Whatsapp group. 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



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- 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. 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. **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. A proposal for the use of this land as a shared infrastructure for a school and church, with sports fields, endangered plant species garden/protection, and additional shared parking facilities is under discussion. DT is in communication with parties representing the church and will feedback on this proposal. **DT**
- **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
 - Property Insurance
 - 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.

8. Community Issues:

- Storm Water Drains: Nothing to add.
- Transfer Station / Recycling Depot: This facility continues to function well. CG commented that the recycling waste is sorted by pickers at the Humansdorp waste site. He suggested that residents be asked to separate their recycling. LA to ask Nigel Aitken to clarify where recycling from St Francis is taken, and whether this is a general drop-off station or a proper recycling centre. **LA**
- 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



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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/
SPT**

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 : MN is in liaison with various insurance organisations. Clarity is needed on whether new home owners will be able to get insurance on thatched roof homes.
- Bush Clearing: Four private stands are scheduled for clearing in October. Only one stand was cleared in September, but eight quotes issued, including two in Cape St Francis. Five complaints regarding overgrown stands were received from property owners, and were forwarded to the Fire Department for action.

NM

NM

At a municipal level, the Fire Department's performance remains slow, with limited resources and a focus on open areas while they ensure their own regulatory compliance. A meeting has been scheduled with Fire Department to discuss options for maintaining Santam-funded clearing. An online meeting set with Hollard.

One article was published in SF Today and a further short interview in the West Wind. Positive feedback received.

The key challenge that, if addressed, will drive by-law compliance is positive follow-through by the Fire Department, whether by clearing on behalf of the owner or taking legal action. Without this, compliance will remain based on owner goodwill and a sense of civic duty. Important to note that property-owners may be liable if negligent in keeping their stands within by-law requirements and a fire starts on, or traverses, their stand. Ignoring a municipal notice may also constitute negligence. This needs to be clearly-communicated to property owners.

The single most important and immediate issue is for the municipality to maintain control of the open areas already cleared using SANTAM funds. This is particularly true of the wildland-urban interface.

It was suggested that a group of key-players be formed to discuss alien control through introduction of natural enemies such as a specific wasp that kills these trees.

- 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 first eradicating the bucket system in Kouga. The spend on the proposed sewerage upgrade (to the Big Time Taverna Restaurant and surrounding area 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.
- 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 water pipe 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

WF

WF/GM



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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.

9 Other Committees

- SFBRHOA: No discussion. SPT
- KJRC: ND sent his report : Payment from KLM is still outstanding as at end August. DEDEAT (Green Scorpions) did a site inspection on the 7th October of various transgressions that exist on the Hurley property – illegal dumping in the river, jetty erected without the required permission, interfering with a wetland. A roll of fencing wire that was deposited adjacent to the Hemsley property when the Sand River flooded in 2012 was removed today as well a sizeable chunk of iron on the northern bank just below the bridge on the R330 that was placed in the river when the Chokka boats use to moor there but had now become exposed in a very narrow section of the river and consequently now posed a serious threat to craft. ND
- Santareme: No Discussion DH
- The Police Sector Forum: The Police Sector Forum has not yet met as a body. SAPS are happy with the camera usage. 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 weeks. This could be offered to Association members as an added benefit for their annual membership. An Association App is to be investigated as a means to download this service. DT/GM
- DVG: David Truter is controlling the Food Relief Funds donated to the DVG, St Francis United Church and Rotary Club of St Francis. Four soup kitchens continue to be supplied from these funds. DT
- Ward Committee: SFPO have provided a listing of approximately 150 curb side street signs to be provided through the Ward Committee.
- 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: Kouga Business Forum have asked if St Francis Bay would participate in the development of an LED. WF and NM will investigate further. WF
- 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. A Webinar format is being considered to take into account COVID-19 restrictions. WF/NM

11. Next Meeting Friday 6th November 2020 – 11 a.m. – SFPO office/Zoom