



28 Lyme Road South  
St Francis Bay  
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**MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING  
Friday 6<sup>th</sup> November 2020 – SFPO Office / Zoom**

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

**1 Welcome**

**2 Apologies**  
N Munday (NM)

**3 Confirmation of the Previous Minutes**  
Proposed by CG and seconded by DT

**4 Matters arising from the Previous Minutes of Meeting**

**5 Finance:**

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

**Membership:**

Membership renewal invoices for 2020/21 due on 1<sup>st</sup> October have been sent. The differences between the Association membership subscription and NPC membership with emphasis on the additional value that the Association provides has been highlighted in newsletters and social media. The membership number for the current year has risen to 400 to date. The next recruitment opportunity will be in December and will be dependant on the COVID-19 situation at the time. **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. The Association liability could be included with the NPC policy. **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. The database needs to be updated, particularly for Santareme, within the POPI regulations. **LA**



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**6.3. Website, Social Media and Newsletter:**

- Building of membership numbers has been prioritized.
- The first 3 of the series of 8 x 2 minute videos on the NPC/Association activities have now aired and have received good attention.
- The videos are linked to the website.
- 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.
- The SFPO website has had to be re-built after the site was hacked. Until further notice all to access the site at [www.stfrancispropertyowners.com](http://www.stfrancispropertyowners.com). Professional assistance is being considered to uncover the source of the problem.
- All AGM documentation will be available on the website.
- COVID-19 spike will be given wide coverage in the newsletter which will be stepped up to weekly editions until after the holiday Season.
- DH has offered to liaise with CJ on Facebook technicalities.

LA/  
CJ

**7. Technical**

**7.1 NPC Projects**

- Beach Phase 2 : Two reports have been received from Advisian as promised. The first for the Long Shore Drift Modeling report and the second for the Estuary Hydrodynamics Report. The Technical Committee have sent a consolidated report through to Advisian as well as CES for their environmental point of view. Their feedback is expected by Tuesday next week. CES will complete a new EIA report with sand sourcing report and management programme. All of these documents will then be made available for review during a further 28 day public participation process in December and January.
- 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.
- 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 has been proposed whereby the SFPO and SFBRHOA will supplement these works with sand bags. DEDEAT will need to approve the use of sand bags to extend the spit revetment, before any work may commence.

CG/GM

GM

GM

Roads:

- Entrance: This project is complete. The 12-month defects liability period ended on 9th October 2020.
- 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.
- 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. The CCTV cameras were instrumental in identifying a suspect in a recent murder in Sea Vista.
- Sea Vista Pathway: The construction side of the project has reached practical completion. The landscaping work is complete. The final report for Sofisa Philips who represent the Kouga Wind Farm CommunityTrust will be handed over by December. A formal hand over

GM

GM

DT

GM



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of the pathway to KLM will take place to transfer the responsibility for ongoing maintenance to KLM.

## 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.

- **December 2020 - The ablution facilities at Main Beach :** These continue to be vandalised and are not fit for purpose for the life guards and holiday season. KLM agreed to fix the revetment at Main Beach in time for the Christmas holidays. In the long term a new beach pavilion was proposed as part of the Phakisa submission a couple of years ago, a separate submission to DEDEAT for funding also a couple of years ago, and our recent submission to KLM's Spatial Development Framework during the public participation period. A temporary ablution block solution could be "sponsored". DH will liaise with GM and consult Nigel Aitken on past measures. The cost of hiring a converted container ablution facility for December will be investigated by DH and CG. DH/CG

- 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.

Insurance – Liaison with insurance companies on ongoing insuring of St Francis properties

## 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



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The Planning Department has provided WF with guidelines on requirements for issue of Certificates of Occupation which have been circulated. Compliance will be enforced. Going forward all building plans are to be submitted electronically. A planning meeting will take place next week. SPT has provided DH and WF with suggestions to table on Occupation Certificates which are presenting problems with property values and sales.

**SPT/DH  
WF**

- **Thatch and Property Insurance** : NM is in liaison with various insurance organisations re thatch insurance. Clarity is needed on whether new home owners will be able to get insurance on thatched roof homes. DH and CG will also discuss the broader issue of insurance companies withdrawing from insuring St Francis property due to rising sea levels, fire threat etc
- **Bush Clearing**: NM's report was tabled. Feedback was received from Chris Gray on the wasp that attacks Port Jackson. NM is yet to pursue this with Richard Cowling. A meeting was held with the Fire Department at the SFPO offices to discuss insurance implications of public land not being adequately maintained post-clearing (funded by Santam). It was agreed that collaboration is required between the private sector and municipality. Trevor Wright is presently developing a plan to enlist support from owners of suitable equipment. Also developing a business model to include equipment and also associated costs (fuel, etc.), training, operations, project management, and downstream uses of chipped material / cuttings (for biofuel, etc.) In response to pressure, KLM has now bought 2 x large chippers for bush-clearing applications. They are also investigating the purchase of a "bossie-kapper" or arrangement with Paradys to use theirs. The key challenge remains commitment by the Fire Department to follow through on non-compliance notices issued to property owners, something they seem very reluctant to do. Without this, compliance is based on owner goodwill and sense of civic duty, both of which are in short supply. A further problem is the declared intention of the Mayor (supported by a tender being issued) to hold multiple fireworks displays over the Festive Season; a decision that fundamentally undermines the fire risk reduction messaging of the last 12 months.
- **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 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.

**NM  
DH/CG**

**NM**

**WF**

**WF/GM**

## 9 Other Committees

- **SFBRHOA**: SPT reported KLM apyments are satisfactory. The Riparian Law Enforcement



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Officer, Stanley Floors, recently passed away and a permanent replacement is being sought along with a temporary law enforcement officer for the holiday season. The positions are being advertised.

**SPT**

- **KJRC:** Payment from KLM is still outstanding as at end August. ND will attend the next meeting with the KLM MM and WF to address the matter. DEDEAT (Green Scorpions) did a site inspection on the 7<sup>th</sup> 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. **ND**
- **Santareme:** DH will be attending the KLM Town Planning meeting on 13<sup>th</sup> November to follow up on progress with the aesthetics by-law. **DH**
- **The Police Sector Forum:** Nominations are being sought to represent the various associations and groups on the Community Police Forum. DT will send information to ND as the KJRC Law Enforcement Officer could be a suitable candidate. All organisations are to consider nominating a representing. **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:** WF and DT continue to represent SFPO on this 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 are looking this opportunity and compiling a proposal. WF is attending the first meeting today.
- **Levy Relief Programme:** KLM have now also put rates relief for pensioners in place. **WF**
- **Aesthetics Committee:** A Draft Aesthetics Policy was 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 21<sup>st</sup> 2020. Due to the rise in COVID-19 statistics, a Zoom Webinar format has been decided upon.

**WF/NM**

**11. Next Meeting Friday 4<sup>th</sup> December 2020 – 11 a.m. – SFPO office/Zoom**