



28 Lyme Road South
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**MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING
Friday 12th March 2021 – SFPO Office / Zoom**

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

1 Welcome

2 Apologies

3 Confirmation of the Previous Minutes

Proposed by SPT and seconded by NM

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

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

Membership:

Subscription Statements were sent to those that have been invoiced but have not as yet paid. This has so far produced 25 more subscriptions. **PLP/LA**

Administration:

- No discussion.

Insurance:

- The Association has been added to the NPC Liability policy. **CG/DH**

6 Marketing and Communication: .

6.1. Database:

- The databases will be updated as new details for the demarcated (Village and Canals) area have now been provided by the KLM. KLM will be approached to supply updated information for the greater St Francis Bay area. **LA**
- The email database will be housed within the new website currently being designed.
- SPT has furnished LA with the SFBRHOA database to update and run alongside the SFPO databases. **SPT/LA**
- LA and Craig Jarvis (CJ) are discussing a more effective database technology with DNA to avoid multiple databases, and accommodate multiple uses ie SRA membership, SFPO Association membership and marketing, SFBRHOA, etc for St Francis Bay property owners, residents and businesses. **LA/CJ**

6.2. Website, Social Media and Newsletter:

- The new website has been re-designed and hosted by DNA Online and is now live. **CJ/LA**



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- LA now maintains the documents on the website. CJ loads and sends our newsletter through this website. The latest newsletter has been sent and is being well received.
- Committee members are asked to provide comment/recommendations for website improvements as well as suitable content for ongoing newsletters.
- It was suggested that charitable organisations could be promoted on the website and/or through the website. LA/CJ
- Building up membership numbers continues to be our priority.
- The series of 8 x 2 minute videos on the NPC/Association activities have now aired and have received good attention. More of these type of videos will be recorded and aired to regularly update our members. CJ is also using his own publication, "The West Wind" to air these videos. CJ

7. Technical

7.1 NPC Projects

- Beach Phase 2 : The EIA public participation period has now closed and all comments have been received and are being processed. A comment from DEDEAT is expected later today. CG/GM
Once the final document is submitted to DEDEAT they have 107 days to make a decision (all being well by mid June 2021).
- Beach Phase 1: Repairs to the revetments on Main Beach is still in progress. GM
- Spit - Emergency: SFBRHOA and SFPO are monitoring the Spit revetment. SFBRHOA continue to dredge sand onto the Spit. GM
- NPC Company for donations : A second NPC is being set up to accept and manage donations and other funding for NPC projects aside from the SRA Levy. WF

Roads:

- Entrance: Complete. GM
- George Road Car Park: Complete. GM
- CCTV Security Cameras: Significant structural improvements to the CCTV installation will be taking place through the NPC with expansion in terms of capability. Some additional cameras are to be placed in identified areas. Analytic cameras are to be installed on all static cameras. Rivertide have expressed interest in installing CCTV as part of the overall system. Residents of Ralph Road are discussing an additional camera in their street. A camera pole was discussed for the small boat harbour and a proposal will be taken to the SFBRHOA by SPT. DT/GM
SPT/DH
Cost effective pricing on camera installations is available. DH will take this to the Santareme sub-committee.
- Sea Vista Pathway: The construction side of the project has reached practical completion. The landscaping work is complete. A formal hand over of the pathway to KLM will take place to transfer the responsibility for ongoing maintenance to KLM once the COVID crisis eases. GM has amended the proposed Phase 2 of the Pathway project to conform to new requirements. The project will include CCTV cameras for Sea Vista community areas including the school, clinic, community hall and churches. BICD has been appointed to replace Sofisa Phillips to act on behalf of the Kouga Wind Community Development Trust. 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



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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 give feedback on this proposal. The DPW has reportedly advertised this Erf on the open market for development which is a concern.

DT

- **Interim CBD Improvement and Roads:** Further work by KLM to resurface roads is set to begin on Lyme Road South and St Francis Drive from Lyme Road North to Sea Glades Drive intersection. GM will establish whether this will include Lyme Rd North. The problem of poor storm water drainage on the intersection of Lyme Rd North and Link Road has been outstanding for some years and needs to be properly addressed before this road is re-surfaced. GM will request these repairs are made and the inclusion of Link Road in the Lyme Rd North re-surface project. DT will facilitate a discussion with the Golf Course chairman to discuss the drainage from this area onto the course.

GM/DT

- **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. 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 was also submitted a couple of years ago, and our recent submission to KLM's Spatial Development Framework during the public participation period. The KLM will be asked to formally adopt this proposal. DH and CG are considering improvements and upgrades to the area as an Association project through sponsorship and donations. DH recommends applying for permission to landscape the dune behind the facility to improve the area before the Easter holidays. GM will motivate to the KLM director for the necessary improvements to the ablutions before the Easter holidays. An independent contractor will be sought to address the immediate problems in time for the holiday period gratis in exchange for an advertising board and a meeting on site arranged with Ward Councillor Ben Rheeder. DH, CG, GM and NM will be the project team on this project. A proposal is being discussed with a view to attracting potential sponsors/donors/investors. DH has approached Bruce Brooker to provide a conceptual re-design of the area.

GM/NM
DH/CG

- **Two Harbours Walk Way :** The importance of this facility was highlighted during the COVID restricted December Season. Improvements to make this more accessible to everyone are to be investigated through sponsors and donations. Currently this is a Kromme Enviro Trust (KET) project but they do not have the financial means to properly maintain or improve it. DH will approach the KET and the Rotary Club to propose a collaboration on this project.

DH/LA/GM

- **Street Cleaning :** A street cleaner with a bicycle bin was proposed to collect litter along the main roads of the town. A Sweep-it-Up concept similar to this was tabled to the Rotary Club. LA will share the details. Community service men seeking employment could be targeted for employment.

LA/SPT/GM
/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



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Roads resurfacing and storm water drainage
Planning, Certificates of Occupation, Aesthetics and Signage
Improvement to Water infrastructure and Sewerage
Beach Access
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:

- A candidate needs to be identified to take on the responsibility of monitoring community issues such as illegal hawkers and infrastructure problems and reporting them to the relevant authorities. This person does not necessarily need to be committee member.
- COVID-19 Crisis : No discussion
- Storm Water Drains: Nothing to add.
- Transfer Station / Recycling Depot: It is well staffed and functions reasonably smoothly.
- Illegal Dumping and Plot Clearing: No discussion.
- Planning and Certificates of Occupation:
WF, SPT and DH had a virtual meeting with the MM and presented the proposal for an Occupation Certificate amnesty. This proposal was developed together with Mike Morrison and Lois Fox. The MM is discussing it with his officials and will revert.
- Thatch and Property Insurance : NM has met with Willem Kriel. He's keen to pursue the Municipality's (unkept) undertaking to maintain the areas cleared with SANTAM funds. NM agreed to collaborate and share information with him.
- Bush Clearing : NM has met with the Municipal Manager and raised two issues: Eskom Servitude and the need for Municipality to enforce its own bylaws. The MM is aware of the servitude issue of "chopping and dropping" and is frustrated by it but no clear steps are in place to address what appears to be a widespread issue.
The MM claims 60 WOF team members are working across Kouga with access to chippers and bossiekapper (but it's a big area and a big task).
The KLM plans for a bio-processing plant at Humansdorp dump site that will use future bush cuttings has been approved. It might be a long wait before it's operational, however, and it doesn't address the issue of transporting the cuttings (which has been the excuse given to date). NM has raised the issue again with Ben Rheeder.
- Sewerage: The problems experienced with the poor service received over the holiday season were addressed by WF with the KLM MM. Complaints continue with regard to lack of service and these will again be raised with the MM. The SFPO will be prioritising the provision of water born sewerage as soon as possible.
- Water infrastructure: The Association continues to put pressure on KLM to replace failing water infrastructure. KLM has issued tenders 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. Road re-surfacing of the main arterial roads will continue as part of a three year plan by KLM.

SPT/DH
WF

NM
DH/CG

NM

9 Other Committees

- SFBRHOA: There is discussion taking place on the number of commercial boats and tour operators permitted, suitable moorings and an acceptable code of conduct as the waterways are a residential area. Two new Directors have joined the Association. They are Simon Sayer (Finance) and Marshall Thompson. Richard Foulds has resigned.

SPT



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- KJRC: A physical AGM is planned for 30th April. There is some frustration with getting response from DEDEAT on several issues. ND was referred to Deon Pienaar for assistance in reaching the correct person in DEDEAT. **ND**
- Santareme: Aesthetic transgressions have been reporting to the Planning Department. Petty crime incidents again highlighted the need for CCTV cameras. **DH**
- The Police Sector Forum: The CPF AGM took place and David Truter was elected chairman. **DT**
- DVG: David Truter controlled 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. Lorraine Maree and Trevor Wright are both standing to replace Alderman Ben Rheeder as Ward Councillor before the next election. Shena Ruth is standing as PR Councillor. The last meeting was cancelled due to the Munciiपाल workers strike. **DT/WF**
- Sea Vista: KLM are awaiting the transfer of land from DPW for the area west of the township, which we understood would be this year. It appears that this land has now been transferred to the Housing Development Agency instead of the KLM.
- Cape St Francis: Da Gama Road is currently being re-surfaced.
- St Francis Business Forum: the Kouga Business Forum are sponsoring the next phase in the development of the Kouga LED strategy and plan. WF is assisting them. Infrastructure development is key to attracting investment. **WF/NM**
- Levy Relief Programme: KLM have now also put rates relief for pensioners in place.
- Aesthetics Committee: Transgressions in Santareme should be reported to the KLM Planning Dept and Aesthetics committee through Ward Councillor Ben Rheeder and copied to DH. **DH**
- Tourism: The Association approved funding of R4740.00 for new "Welcome" signage designed by Tourism to be placed at the entrance to the town. The SFPO logo to be included on the hoarding. WF will discuss the management of the signage in the village with the Chairman of St Francis Tourism, as we understand that they are having difficulties enforcing the by-laws on signage. By-Law enforcement should rest with the Municipal Law Enforcement and control should be influenced by the Association through the Ward Committee. **LA/WF**

10 General

11. Next Meeting Friday 9th April 2021 – 11 a.m. – SFPO office/Zoom