



28 Lyme Road South
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**MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING
Friday 9th July 2021 – SFPO Office / Zoom**

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

1 Welcome

2 Apologies
C Jarvis (CJ)

3 Confirmation of the Previous Minutes
Proposed by NM and seconded by SPT

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

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

Membership:

- It was proposed that a subscription/donation service offered through Quicket be implemented. DNA Online have confirmed that this is a very cost effective offer and that they can assist with setting it up. This would need to be marketed through our newsletter and social media. Quicket will automatically remind subscribers that pay their subscriptions through their service when subscriptions fall due. The committee agreed to proceed with the implementation of this system subject to clarification of all charges. **LA/PLP**

Administration:

- No discussion.

6 Marketing and Communication:

6.1. Database:

- **POPI Act Compliance** : Compliance with provisions of the Act were implemented by 30 June 2021. **LA**
 - All documentation is available on the website
 - Committee members have been trained
 - The Information Officer (LA) registered
 - The Association Committee adopted a Resolution accept the responsibility of applying the requirements of the POPI Act on 29 June 2021
 - Notices advising our members were sent out informing them of what their personal information will be used for and given assurance that this information will not be sold or shared.



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6.2. Website, Social Media and Newsletter:

- LA maintains the documents on the website. CJ loads and sends our newsletter through this website. **LA/CJ**
- Committee members are asked to provide comment/recommendations for website improvements as well as suitable content for ongoing newsletters.
- Building up membership numbers continues to be our priority.
- More of the 2 minute videos will be recorded and aired to regularly update our members. The Association projects and services will be highlighted. This is planned for September this year.
- Newsletters have covered the Notices regarding the POPI Act compliance.

7. Technical

7.1 NPC Projects

- Beach Phase 2 : The EIA application is with DEDEAT. **CG/GM**
- Beach Phase 1: Main beach revetments are expected to be completed this week. Significant works to revetment repairs have been budgeted for in the KLM's new financial year including Ann Avenue and Ralph Road. **GM**
- Spit - Emergency: SFBRHOA and SFPO are monitoring the Spit revetment. Repair works to the revetment will take place within the KLM new financial year from 1 July. The river mouth area is very dynamic at this time. Ski Canal is currently closed to the river mouth at low tide and the KJRC have issued a Notice to allow jet skis to traverse from the Cove entrance in the short term. **GM/SPT/ND**
- NPC Company for donations : A second NPC with PBO status has been set up to accept and manage donations and other funding for the Beach Phase 2 project aside from the SRA Levy. **WF**

Roads:

- Entrance: Complete.
- George Road Car Park: Complete.
- CCTV Security Cameras: The NPC Board approved the upgrade of the CCTV system with an extra 15 poles and 50 cameras with full analytics on the outer and inner ring around the town. We have completed 30 months of the existing 60 month contract. A further 30 months will be added to this contract and will in effect run for 90 months in total, 30 months of which has been completed. **DT/GM**
We now have dedicated controllers at Atlas. In addition, a local monitoring facility is also being provided to monitor the camera system performance.
Ralph Rd residents have raised funding for an additional pole and camera to monitor Ralph Lane, Ralph Rd, Liege and Saxe Rds.
- Sea Vista Pathway: Phase 1 – No new discussion. A formal hand over has still to take place to the Kouga Wind Farm Community Trust and the Kouga Municipality. **GM**
- Phase 2 : No new discussion. GM has amended the proposal previously submitted for Phase 2 of the Pathway project to comply with new documentation. The project includes CCTV cameras for Sea Vista community areas. BICD has been appointed to replace Sofisa Phillips to act on behalf of the Kouga Wind Farm Community Development Trust. BICD will advise within the next week on whether the account for the Phase 1 funds needs to be kept open or not. A decision on whether the Phase 2 proposal will be accepted to commence in the next financial year has not yet been received. **GM**



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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 met with Councillor Rheeder and has been advised that a decision on this should be finalised within the next 18 months. **GM/DT
WF**
- **Interim CBD Improvement and Roads:** Consultants are busy working on the spatial development plan for Jeffreys Bay and Humansdorp following the Spatial Development Framework submissions. Once completed they will progress to St Francis Bay which will take into account our submissions. **WF**
- **Main Beach Facilities: No new discussion.** Repair works to facilities and revetments are expect to be completed this week. Whilst some work was done to restore the ablution facility this has not been productive and they have again been vandalised. CG proposes the use of vandal proof self contained containers on a seasonal basis would be the ideal interim solution. CG was asked to source costings for such a solution and further information for review by the committee. **DH/NM/
CG/GM**

In the longer term a new beach pavilion was proposed as part of the Phakisa submission a few 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.
- **Two Harbours Walk Way :** DH reports that the improvements to the wooden walkways have begun and good progress is being made. The KET is financing and managing this. **DH/NM**
- **Street Cleaning :** A property owner has offered to pay a team of four men who currently collect litter along the coast line to do further work and projects for the SFPO around the town. This offer was accepted with thanks. LA will feedback for further details before project planning takes place. **LA**

8. Community Issues:

- The regular monthly meetings between the Chairman and the Muncipal officials have not been possible due to the COVID-19 infection rate at the municipality and among the officials.
- 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 a committee member.
- COVID-19 Crisis : The increase in numbers in the region is of concern.
- Storm Water Drains: Nothing to add.
- Transfer Station / Recycling Depot: It is well staffed and running properly.
- Illegal Dumping and Plot Clearing: No discussion.
- Planning and Certificates of Occupation:
No futher progress. Kouga homeowners have been granted a further six months to apply for amnesty from fines and penalties for incomplete or incorrect building plans. **SPT/DH
WF**
- Bush Clearing : NM reported a quiet month. NM met with the Kromme Enviro Trust to discuss their proposed position on the ways in which stands can be cleared in an environmentally friendly manner. There is some controversy over the extent of clearing giving rise to issues of aesthetics, endangered/indigenous plants, etc. The position of the SFPO needs to be clearly defined to align with the KLM policy and by-laws. **NM/GM**
- Ralph Road Pathway : This public amenity is now required for people to traverse to the



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beach where walking along the top of revetments is no longer possible along Ralph Road. Security will be included in the plan within reason. Bollards are proposed to replace the present gate. Much illegal dumping is taking place and hopefully this will be less of an issue going forward. The entrance will be neatened up and the pathway widened making the area safer and more user friendly. This feature will also form a fire break for the area. The proposed cost will be approximately R11 000 which has been approved in principal by the Association.

GM/DT/WF

- **Sewerage:** The problems experienced with the poor service received over the holiday season have again been raised by concerned residents. GM suggested proposing a solution for the trucks which are not able to pump tanks below 3 meters from road level, SFPO will continue urging KLM to prioritise the provision of water born sewerage. **GM**
- **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. **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. Road re-surfacing of the main arterial roads will continue as part of a three year plan by KLM. **WF**
The KLM have resurfaced Lyme Road South, St Francis Drive from Lyme Rd North to Sea Glades Drive as well as Taragona Road. With the start of the KLM new financial year, work on Lyme Rd North will commence shortly.
- **Water :** Kouga Dam is running very low and may reach Day Zero by 1st July. SFPO Association should be doing more to raise awareness. Letting agents in particular should be requested to heighten awareness amongst visitors to the town. CJ will tackle this in newsletters. WF to raise the projects which are out to tender at the Ward Committee meeting. **CJ/WF**

9 Other Committees

- **SFBRHOA:** New boat licences are required from 1st July. Further problems have been reported with pump stations on the canals and the public continue to complain of poor service. SPT highlighted that pollution problems in the canals will happen again if urgent action is not taken. This matter will be put on the agenda for the next meeting with the MM. Ski canal access to the river and sea is being monitored until the effect of the winter storms has become clear. **SPT**
- **KJRC:** THE KJRC have decided to open the Cove to Jeskis for accessing the sea via the river until such time as the ski canal access is re-opened. A notice has been prepared and is being distributed to all licenced jetskis owners. LA to circulate this notice to committee. ND will continue to represent the KJRC on this committee until further notice. **ND**
- **Santareme:** The survey on the aesthetics theme for Santareme had 50/60 responses mostly supporting the current theme and ideas. The next step is to issue a more detailed questionnaire to those who agreed to participate. Aesthetics planning for Santareme remains the most pressing issue in this sector. DH's responses have been fed back to Aesthetics Committee for inclusion in revised guidelines. Sewerage is becoming more of a problem and water born sewerage remains a high priority for this area. **DH**
- **The Police Sector Forum:** DT will investigate municipal by-laws regarding regulations governing car guards and hawkers. Meetings are taking place on Zoom which limits participation from Sea Vista at present. **DT**
- **DVG:** A fire at the Nexus Boat yard was brought under control swiftly with Fire Dept and DVG assistance. **GM/WF**
- **Ward Committee:** WF and DT continue to represent SFPO on this committee. DT has raised the problems of removing illegal signage, car guards and hawkers through this forum. **DT/WF**



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- 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 may instead be transferred to the Housing Development Agency instead of the KLM. WF
- Cape St Francis: No further input from the CSF Civics noted.
- St Francis Business Forum: The SFPO office will be available for use as a satellite office for the KBF where local meetings can be held. A local sub-committee is to be formed. KBF signage will be erected. Following the LED Forum, it is believed that significant investment can be attracted if infrastructure is upgraded properly. Funding models are being investigated for consideration by the KLM. 10 different industry sectors were identified to be represented. Any suggestions in this regard are to be forwarded to WF. WF
- Levy Relief Programme: One person is still receiving relief and DT will follow up ahead of the new financial year as at end of September. Another application is currently being processed. KLM has put rates relief for pensioners in place. DT
- Aesthetics Committee: The application for Rezoning of ERF 399 from Residential 1 to Business Zone 2 for the proposed development on this Erf of a 6 bed Boutique Hotel has been advertised for objection. The committee will follow the Aesthetics Committee guidance and will not support this application for rezoning. LA/SPT
- Tourism: The Kwela Dorp van die Jaar competition voting will open on Sunday and St Francis stands a good chance of being voted in. This will be promoted on all our social media channels. LA/WF
- Thyspunt Alliance : Regarding the National Nuclear Regulator's call for public comment/objection on Eskoms's application for a Nuclear Installation Site Licence (NISL) for the Thyspunt site before 31 July 2021, DH urged the committee members to read the recent report. The Association will monitor progress with activism against the proposed Thyspunt nuclear site to ensure the best interests of St Francis. The Association will take a neutral but informed stance on this.

10 General

- 10.1 Buco bus shelters : GM has had no further communication at this stage. GM

11. Next Meeting Friday 13th August 2021 – 11 a.m. – SFPO office/Zoom