



28 Lyme Road South  
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**MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING  
Friday 10<sup>th</sup> September 2021 – SFPO Office / Zoom**

**Present:** W Furphy (WF); P Pezarro (PLP), C Gray (CG); L Aitken (LA), G Miller (GM); D Truter (DT); N Dyer (ND); N Munday (NM); C Jarvis (CJ) **ACTION**

**1 Welcome**

**2 Apologies**

D Harpur (DH); S Picton-Turbervill (SPT)

**3 Confirmation of the Previous Minutes**

Proposed by DT and seconded by GM

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

7.1 Spit Emergency ND recorded that the river mouth is officially 60 metres wide. The proposed 80 m extension will now be +/- 43m and will take the spit to the maximum northern point per the tabled planning.

**5 Finance:**

- The financial statements for August were presented by PLP ahead of the meeting and approved. **PLP**

**Membership:**

- The proposal that a subscription/donation service offered through Qicket be implemented will go ahead. LA has requested an updated demarcated area database from the KLM so that the Sage system customer accounts can be updated ahead of the new billing cycle. Renewal invoices are to be sent before end of September ahead of 1<sup>st</sup> October renewal date. **LA/PLP**

**Administration:**

- The rental for the new office at 9 Phillipa Place will be split equally between the Association and the NPC at R2250.00 each per month inclusive from 1st November 2021. The lease is for a period of 2 years.

**6 Marketing and Communication:**

**6.1. Database:**

- POPI Act Compliance** : Compliance with provisions of the Act were implemented by 30 June 2021. **LA**

**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.



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- CJ has been in communication with the KLM who are keen for the Association to extend communications on their behalf. Links to pertinent notices on the KLM website can be placed on our website. CJ
- More of the 2 minute videos will be recorded and aired to regularly update our members. The Association projects and services will be highlighted. CJ
- Newsletter - the Security update attracted a lot of attention on social media. Regular security updates are planned and CJ has now done a full tour of the Atlas Security facility and has met with their marketing team. CJ
- CJ has access to the advertising flat screens in Spar and Kouga Print for advertising. Association projects and membership can be promoted on this medium. Reminders for boat licence renewals could also be promoted. These screens will also be erected in the Tourism offices. Unlimited use would be in the region of R3000.00 per annum. This would provide a further channel of communication in addition to the email newsletters, social media and print copy of Info Ads. CJ

## 7. Technical

### 7.1 NPC Projects

- Beach Phase 2 : DEDEAT's authorisation was received with conditions. These stipulate that work must commence within three years and the project must be completed within seven years from date of commencement. Most of the conditions are environmental and in line with expectations. CES has notified all I&AP's that the authorisation has been received. The 20 day Appeal Period has commenced and will expire on 15th September 2021. CES has notified all I&AP's that the authorisation has been received. The 20 day Appeal Period has commenced and will expire on 15th September 2021. DEDEAT can withdraw their authorisation if an appeal is upheld or it may alter the conditions. The National Institute of Water & Atmospheric Research (New Zealand) has been appointed to do a peer review of Advisian's work. The review is performed by Dr Christo Rautenbach, a specialist in Coastal Protection and Estuaries. This will likely be a two-step approach with a second review possibly commissioned at detail design stage. Discussions are to be held with CES and Advisian with a view to preparing their proposals for the next phase. DEDEAT can withdraw their authorisation if an appeal is upheld or it may alter the conditions. During this period, no unauthorised works such as dredging in the river should take place until the process is completed. ND will take this message to the KJRC. GM
- Beach Phase 1: There is some ongoing work by KLM. Work at Main beach is now completed. 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: The SFBRHOA and SFPO continue to monitor the status of the spit revetment. The KLM have appointed PRDW to undertake further emergency work on the spit which includes the extension and breakwater of +/- 43 metres. Design work has been completed. The SFBRHOA is dredging in ski canal in the meantime. GM/SPT
- 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.
- Arterial Roads : Complete. GM
- Road Furniture : To be completed after the beach restoration is complete.



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#### CCTV Security Cameras:

- Intersec have almost completed the upgrade and extension of the system. The Atlas upgrade analytics system has been fully operational since 1st September. 15 new poles and 50 additional cameras with full analytics are being added to the upgraded system. **DT/GM**
- Residents of Ralph Road have raised funds to purchase a camera system for the corner of Saxe, Liege and Ralph Roads, which will be the first CCTV addition paid for by a street committee. Another request for quotation has been received from residents of Aldabarra Run and Mahe Beat. In addition, residents of Esmeralda Rd, which is outside of the demarcated area, have requested a quotation.
- Power supplies to the various new camera poles are being addressed.

#### Sea Vista Pathway:

- Phase 1 – No new discussion. Final retentions have been paid out. A formal hand over has still to take place to the Kouga Wind Farm Community Trust and the Kouga Municipality by the end of September. **GM**
- Phase 2 : No new discussion.

## 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. Rezoning is currently in the hands of a consultant. **GM/DT  
WF**
- **Interim CBD Improvement and Roads:** The recent Notice for Rezoning from Residential to Business for the development of a satellite CBD on Erf 3808 is not in line with the current SDF and the Association will suggest that this application is considered at the forthcoming discussion forum for the new Spatial Precinct Plan. **WF**
- **Main Beach Facilities:** Repair works to facilities and revetments have been completed. 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. KLM have reported that DEDEAT funding granted a few years ago of R10 million has been reinstated. **DH/NM/  
CG/GM**
- **Two Harbours Walk Way** : No discussion.
- **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.

## 8. **Community Issues:**

- The regular monthly meetings between the Chairman and the Municipal officials have continued in virtual format.
- 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.



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- Transfer Station / Recycling Depot: It is well staffed and running properly.
- Illegal Dumping and Plot Clearing: No discussion.
- Planning and Certificates of Occupation:  
No further progress. Kouga homeowners have been granted a further six months until end of December 2021 to apply for amnesty from fines and penalties for incomplete or incorrect building plans. The Association will continue to press KLM to improve the service. **SPT/DH  
WF**
- Bush Clearing: NM reports that a workshop with DAFF on 27 August took place to ensure alignment between bush clearers and other stakeholders. Review KLM policies and By-laws against existing laws. It was agreed that a site meeting will be held on an overgrown plot to agree a process for getting approvals processed and guidelines for acceptance going forward. **NM/GM**
- Ralph Road Pathway: This public amenity is now required for people to traverse to the 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 continue to be raised by concerned residents. SFPO will continue urging KLM to prioritise the provision of water born sewerage. **WF**
- 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. Kouga Dam is running very low and may reach Day Zero soon. CJ continues to tackle this in newsletters. **CJ/  
WF**
- Roads: Pothole filling is taking place. Road re-surfacing of the main arterial roads will continue as part of a three year plan by KLM. The KLM have resurfaced Lyme Road South, St Francis Drive from Lyme Rd North to Sea Glades Drive as well as Taragona Road. Lyme Road North was now been completed. Depending on budget review early next year, Grand Comore to the small boat harbour will be undertaken. **GM**
- Storm Water drains: KLM has begun giving attention to cleaning drains around the town and this needs to be highlighted in communications. The improvement of the drainage at the Link Rd intersection with Lyme Road North is approved to go ahead. DT will follow up with GM regarding the provision of labour by the Golf Club. **GM/DT**

## 9 Other Committees

- SFBRHOA: No new discussion. **SPT/GM**
- KJRC: ND reports that the new chairman and treasurer are settling in and the statutory processes underway. Once the EIA appeal period is finalised, a meeting should be arranged between the NPC and the KJRC and a public presentation organised over December period if COVID restrictions allow. **ND**
- Santareme: The survey on the aesthetics theme for Santareme had some 50 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. The updated Aesthetic guidelines are now **DH**



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- on the website.
- Community Policing Forum: The problem of children misbehaving on streets will be taken more seriously. Scrap yards are being monitored limiting the theft of copper etc. More road blocks are to be scheduled. Speeding traffic is an increasing problem. A drug campaign is to be launched in Sea Vista. Security Updates will now be sent monthly on social media and in the newsletter. DT/CJ
- DVG: No discussion
- Ward Committee: WF and DT continue to represent SFPO on this committee. Alderman Ben Rheeder is standing down after the election and the new candidate is Lorraine Maree. 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 is now in hands of the the Eastern Cape Public Works. WF  
It has been suggested to the Kouga Wind Farm Community Development Trust that they consider installing solar panels in Sea Vista to provide power to the township and to feed into the grid. They have now gone ahead with this idea in Oyster Bay.
- 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 Branch 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. WF  
Kouga Business Forum are keen to begin promoting the satellite office in St Francis. WF hosted a meeting of a local committee of business people to begin focusing on what St Francis needs from the IDIS investment should it become available.
- Levy Relief Programme: One person is still receiving relief. The re-application has been approved. DT
- Aesthetics Committee: LA continues to provide administration work. There are technical difficulties with establishing a By-law and it is hoped that it will be passed at the next Council meeting. LA/WF
- St Francis Tourism: No further discussion.
- Thyspunt Alliance: Regarding the National Nuclear Regulator's call for public comment/objection on Eskom's application for a Nuclear Installation Site Licence (NISL) for the Thyspunt site, the Association will monitor progress against the proposed Thyspunt nuclear site and how it might affect St Francis.

10 **General**  
Nothing further.

11. **Next Meeting Friday 8<sup>th</sup> October 2021 – 11 a.m. – SFPO office/Zoom**