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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING
Friday 12th November 2021 – SFPO Office / Zoom

Present: W Furphy (WF); P Pezarro (PLP,); L Aitken (LA), G Miller (GM); D Harpur (DH); N Munday (NM); C Jarvis (CJ) **ACTION**

1 Welcome

2 Apologies

S Picton-Turbervill (SPT); N Dyer (ND); D Truter (DT); C Gray (CG)

3 Confirmation of the Previous Minutes

Proposed by DH and seconded by NM

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

- The financial statements for October were presented by PLP ahead of the meeting and approved. **PLP**
- PLP has prepared the Annual Financial Statements in preparation for the AGM.

Membership:

- The new billing cycle is underway. 321 renewals had been received as at the end of October. **LA/PLP**
- A Quicket payment option is now active, as well as the EFT and Payfast options.
- A Statement run will be done at the end of November to those who have not paid as yet.

Administration:

- PLP will create an estimated project budget for the next year

6 Marketing and Communication:

6.1. Database:

- **POPI Act Compliance** : Compliance with provisions of the Act were implemented by 30 June 2021. **LA**
- **POPI Training** : The Committee decided against undertaking the POPI Training modules offered by Simon Sayer of the SFBRHOA, as they believe they have studied the policy and are fully conversant with it.

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



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- improvements as well as suitable content for ongoing newsletters. **LA/CJ**
- Building up membership numbers continues to be our priority. **CJ**
- 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 continues to be sent out. The drive for CCTV cameras in Santareme will be given exposure in this medium. **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. **CJ**
- CJ is now publishing St Francis Today. **CJ**
- DNA are creating the online voting system on the website ahead of the AGM.

7. Technical

7.1 NPC Projects

- Beach Phase 2 : We are in the appeal process with one appeal having been received. The KLM Municipal Manager lodged the response ahead of the cut-off date of 11th October. We await the appeal authority's decision. **GM/WF**
- 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/ Ralph Road and Mary Crescent. **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 now includes the extension and breakwater of 67 metres (about 42 metres completed by 16th December). Design work has been completed. The works have now started. The contractor will be requested to put safety measures in place to stop people walking in the area while works are underway. **GM/WF**
- NPC Company for donations : A second NPC with PBO status was set up to accept and manage donations and other funding for the Beach Phase 2 project aside from the SRA Levy. Part of the fundraising exercise will be a raffle for two donated butchered sheep to be drawn on December 22nd. This has been registered with the National Lotteries Commission as required. Tickets will be sold for R100 each and will be available on Quicket. **WF**

Roads:

- Entrance: Complete. **GM**
- George Road Car Park: Complete.
- Arterial Roads : Complete.
- Road Furniture : To be completed after the beach restoration is complete.



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CCTV Security Cameras:

Installation and commissioning of all new poles and cameras has been completed. Batteries have been replaced in all of the older cameras. The new analytic features are picking up a lot of movement and fine tuning is in process to ensure optimal results without unnecessary call outs. A new SOP has been drafted to allow cooperation between the 3 main security companies which is awaiting sign-off. Calibre remains the first responder to camera alerts but if required an alert can be sent to the others to respond. This will also allow direct access between the responders and Atlas during “live” responses. All POPI requirements will be met and the responders all have to sign the relevant documents before being allowed access to this group. Regular meetings are being held with residents in Santareme to have a CCTV network in the Esmeralda area. This would be from Porta Cervo to Romazini including Sardinia. Calibre have been selected as service provider with the monitoring being done at Atlas while the invoicing will be done through Calibre. Calibre will provide a dedicated reaction vehicle for Santareme. There has been no further news from Dave Phelan who heads up the KM CCTV infrastructure initiative.

DT/GM

Sea Vista Pathway:

Phase 2 – Awaiting a decision from KWFCDT.

7.2

Association Projects:

- **Precinct Pan for St Francis** : Consultants have been appointed to prepare a new precinct plan for St Francis and the CBD in particular and any required rezoning. This is an opportunity to manage ideas such as the rezoning of Erf 53 as part of the overall plan for Main Beach development and beach restoration programme as well as areas such as Granny’s Pool for sporting and recreation development. **GM**
- **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 was submitted some time ago. Rezoning of erf 554 is currently in the hands of a consultant. **WF**
- **Main Beach Facilities:** The facilities have been vandalised again and the condition of this facility is unacceptable. The facility needs to be operational and in acceptable condition ahead of the December holiday season. DH has been working with Nigel Aitken to liaise with the Municipality and ensure remedial works are undertaken before the December holidays. We submitted an application for replacing the existing ablution block with a multi-purpose Pavilion to the national Oceans & Coasts department in DEDEAT. DEDEAT approved the funding application. KLM have reported that DEDEAT ‘s funding granted a few years ago of R10 million was withdrawn because of the pressure on budgets due to the COVID pandemic, but has recently been advised that it has been reinstated. We need to follow up through KLM. **DH/WF
CG/GM**
- **Two Harbours Walk Way** : Quite a substantial amount of work has been completed by the Kromme Enviro Trust but funds have now run dry. These are repairs to current infrastructure. Further planning is underway. **DH**
- **Entrance Circle** : The Association agreed to share the cost of repainting the pedestrian



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crossings at the entrance circle with St Francis Links, ahead of the major PGA event this month.

- **Link Road drainage** : This has been done as an Association project to protect the integrity of the newly resurfaced Lyme Rd North along Link Road. The Golf course have agreed to allow drainage through onto the course and will manage that section of the project. It will be maintained by the KLM. **GM**
- **R330** – DH is liaising with the authorities and contractor responsible for this road to clear dangerous section in the ravine where grass and sand has built up leaving no track for cyclists which make a lot of use of this road. He is hopeful that Council will agree for the contractor to clear this dangerous section for the safety of all road users before the holiday season. **DH**

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 : Ongoing.
- 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 reported very limited activity on the bush-clearing front for the last month: **NM/GM**
- Ralph Road Pathway : This public amenity is now complete, and allows people to traverse between Ralph Road and George Road, where walking along the beach or along the top of revetments is not possible. The Association paid for the development of this pathway with support of the Ralph Road property owners. **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, and ensure sufficient honey suckers are servicing the town. **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 publicise the water shortage 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 Tarragona Road. Lyme Road North has been completed. Depending on budget review early next year, Grand Comore to the small boat harbour will **GM**



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be undertaken.

- 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 has gone ahead as an Association project. **GM**
- SA Post Office Closure – The Post Office has been closed and the post boxes are no longer serviced. Clarity on where box holders can collect post is to be sought from the Humansdorp Post Office. It is understood that the post office boxes will be reinstated in St Francis at some stage. **CG**

9 Other Committees

- SFBRHOA: The pump house wall project will be finished in the next week. The river mouth is moving fast and the ski canal channel is open. Dredging will continue around the pump house once works are completed. **SPT/GM**
- KJRC: The opening of the ski canal is a concern for the KJRC with Jetskis having to traverse up the river to access the river mouth. 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: DH reported that there is now an active group of Santareme residents working on security improvements for their sector. This will also present an opportunity to collect property owners' data to update our database. This group of people are working on introducing CCTV Cameras to protect Santareme. There has been a lot of interest. Calibre Security have been selected as service provider and will be doing the invoicing. CJ will drive awareness through the security updates, newsletter and St Francis Today. **DH**
- Community Policing Forum: SAPS - major staffing issue with only one detective serving at present. Understaffed to such an extent that they are frequently unable to do call outs at night. The biggest issue is with Public Prosecutors and DT is meeting with Head Prosecutor next week. WF suggested DT reach out to the Mossel Bay CPF for recommendations on how to overcome the problems. **DT/CJ**
- DVG: No discussion
- Ward Committee: WF and DT continue to represent SFPO on this committee. The committee is suspended until after the election. Lorraine Maree is the new Ward Councillor for Ward 12 and will constitute a new committee. **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 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.
- Kouga Business Forum St Francis Branch: The SFPO office will be available for use as a satellite office for the St Francis Branch where local meetings can be held. A local Branch committee has been formed There was a second branch meeting last week with good representation and attendance. **WF**
- Levy Relief Programme: No new discussion.
- Aesthetics Committee: LA continues to provide administration work. The current chairman will step down at the end of this year and new committee members are to be nominated. CG will be asked if he will volunteer for this committee. **LA/CG**



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- St Francis Tourism: The Association has agreed once again to part sponsor the back page Save Water appeal on the What's On Guide @ R1700.
- 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

- AGM : The date for the AGM has been set for Tuesday 7th December at 16h00. This will be a virtual AGM. This is an election year for the Committee. An online voting and registration system is being created for the website. Voting forms will be SMS'ed to paid up members ahead of the meeting. Advertising will appear in The Chronicle and St Francis Today. Nick Munday will be standing down and was thanked for his service. The standing committee will be Wayne Furphy, Chris Gray, Norman Dyer, Simon Picton-Turbervill, David Harpur and David Truter. Nominations for community candidates are welcome within the next week.

ALL

11. Next Meeting Friday 3rd December 2021 – 11 a.m. – SFPO office/Zoom