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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 14th January 2022 – SFPO Office / Zoom

Present: W Furphy (WF); P Pezarro (PLP); L Aitken (LA), D Harpur (DH); N Dyer (ND); J Viljoen (JV); D Truter (DT); **ACTION**

1 Welcome

Chairman welcomed everyone to the first meeting for the year.

2 Apologies

C Gray (CG); S Picton-Turbervill (SPT); C Jarvis (CJ)

3 Confirmation of the Previous Minutes

Proposed by JV and seconded by PLP

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

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

Membership:

- Distribution of unpaid invoices for subscriptions took place in late December. 395 renewals had been received as at the end of December. **LA/PLP**
- A Quicket payment option is now active, as well as the EFT and Payfast options.
- Membership renewal is being advertised in Info Ads and through St Francis Today and all other medium at CJs' disposal. **CJ/LA**
- A membership offer is to be proposed to the management of The Links to encourage their residents to join our Association. **WF**
- It was proposed that a campaign be launched through estate agents automatically giving each new buyer their first year's membership for free, as a means to maintain an accurate database whilst building membership. **CJ/LA/WF
JV**
- CJ will provide a regular advertising corner in St Francis Today for the subscriptions drive with a widget directly to the payment facility. This corner can also be utilized to advertise Association projects such as the Santareme CCTV drive. **CJ/LA/DH**

Administration:

- PLP has created an estimated project budget for the next year **PLP**

6 Marketing and Communication:



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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. DNA Online are managing the website very smoothly. **LA/CJ**
- All the AGM documentation and presentation are published on the website.
- Committee members are asked to provide comments/recommendations for website improvements as well as suitable content for ongoing newsletters. **CJ**
- Building up membership numbers continues to be our priority. CJ will create a regular SFPO corner in St Francis Today for the subscriptions drive with a widget directly to the payment facility. **CJ**
- CJ has been in communication with the KLM who are keen for the Association to extend communications on their behalf. He will be meeting with new Councillors, Lorraine Maree and Shena Ruth to interview them for his next newsletter. He will also include thanks to retired Ward Councillor Ben Rheeder for his service to the community. **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.
- Newsletter – the first newsletter for the year went out today. The drive for CCTV cameras in Santareme is being given exposure in this medium. CJ will also be focussing on the water shortage in the next few months. **LA/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**

7. Technical

7.1 NPC Projects

- Beach Phase 2 : The outcome of the appeal is still awaited. **WF**
- Beach Phase 1: Repairs were completed to the wash away area at Main Beach in December. Repairs are currently underway on the Ralph Road revetment. **CG**
- Spit - Emergency: The SFBRHOA and SFPO continue to monitor the status of the spit revetment. The KLM appointed PRDW who have now commenced further emergency work on the spit which now includes the extension and breakwater of 67 metres. About 42 metres has been created. Work on rock armouring was halted over the holidays and has now re-commenced. **CG/WF**
- NPC Company for donations : A second NPC has been set up to accept and manage donations and other funding for the Beach Phase 2 project aside from the SRA Levy. An application for PBO status was submitted to SARS, and is still in process. The raffle to raise funds for the acceleration of the beach project was drawn on 22nd December and raised R23 750.00 less Quicket commission. The winners have been published in St Francis Today and social media and have been directly notified. **WF**



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Roads:

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

CG

CCTV Security Cameras:

DT was very happy with the performance of the CCTV camera system over the Festive Season. The Santareme CCTV project is gathering momentum and DT is in liaison with DH's team on this. There are five more street projects underway for possible CCTV installation. Ralph Road community project has been a great success.

DT/DH/JV

Sea Vista Pathway:

Phase 2 – Awaiting a decision from KWFCDT.

7.2

Association Projects:

- **Precinct Plan for St Francis** : Consultants are expected to be appointed to prepare a new precinct plan for the St Francis Bay CBD area. 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.
- **Erf 400 Village Common and Erf 554**: Continue to await 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.
- **Main Beach Facilities**: The facilities were refurbished by the KLM assisted by the SFPO and Nigel Aitken.
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. KLM is following up.
- **Two Harbours Walk Way** : DH is attending Kromme Enviro Trust AGM on 27 January and will give feedback. He reported the walkway was used extensively over the Season. Funding for the maintenance of the walkway is needed.
- **Entrance Circle** : No discussion.
- **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 now provided drainage through onto the course. CG has obtained quotes to build two catch pits totalling R12 400.00. This expenditure was approved through the Association. It will be maintained by the KLM.
- **Granny's Pool Development** : This area is a feature for visitors and is under-equipped to cope with current numbers. DH will take this up with the Kromme Enviro Trust with a view to creating more parking, a tidal pool etc.

DH/NLA

WF

DH

CG

DH



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8. **Community Issues:**

- The regular monthly meetings between the Chairman and the Municipal officials have continued in virtual format. The hearing for the application by the CRA against the KLM took place on 2 December 2021. Judgement is not expected before end of January and the KLM will provide feedback in due course. WF
- 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 was 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 : Plot clearing is taking place around the town to help reduce risk of fire.
- 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. 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. A private service was available over the Season to provide supplementary service for those who chose to pay the extra for a quicker service. DH highlighted seepage taking place in Santareme as a problem needing urgent intervention. WF/DH
- 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. CJ/
WF
Kouga Dam is running very low and may reach Day Zero soon. CJ continues to publicise the water shortage in newsletters.
- 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. WF/JV
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 be undertaken. JV has requested that the resurfacing of the section of St Francis Drive to the Port be prioritised.
The new street names mounted on concrete poles are in the process of being mounted.
- Storm Water drains : KLM has begun giving attention to cleaning drains around the town and this needs to be highlighted in communications. DH highlighted the need for more of this work in the Santareme area. He will talk to Nigel Aitken to put this on his list of projects to take up with the municipality. CG/DH
- 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



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9 Other Committees

- SFBRHOA: There was heavy boat traffic on the canals and river over Season which presented management challenges. **SPT/GM**
- KJRC: ND reported that by all accounts the very busy Season went well on the river with nothing untoward taking place. **ND**
- Santareme: DH and JV reported that the active group of Santareme residents working on security improvements for their sector is proving to be very strong. 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. Nina is marketing through Calibre Security in compliance with the POPI Act. DT has asked LA to prepare a list of property owners in that area for an email drive to be sent through the SFPO. CJ will drive awareness through the security updates, newsletter and St Francis Today. **DH/JV/CJ**
- Community Policing Forum: SAPS - The main concern at the moment is the lack of resources at our local SAPS with the loss of detectives. Crime over the Festive Season was the lowest it has been for a long time and DT is very happy with the performance of the CCTV system. The problem of petty theft of copper piping and taps has reduced since the Kouga SAPS involvement. Incidences of petty theft have increased in the last week as the town has become quieter, mostly opportunist in nature. **DT/JV**
- DVG: No discussion
- Ward Committee: The election of the new Ward Committee under Ward Councillor Lorraine Maree will take place on 20th January. LA will represent the SFPO in place of WF and DT will continue to represent the CPF and SFPO on this committee. **DT/LA**
- Sea Vista: The new Ward Councillor for Ward 1 is a lady called Nozuko Ntshota of the ANC who we understand is well respected in the community. KLM are still waiting for the transfer of land from DPW in the Eastern Cape for the area west of the township. **WF**
- 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. Public/Private partnership for Infrastructure development funding is being explored. The focus is on development of the LED. **WF**
- Levy Relief Programme: A second person has now qualified for Levy Relief and DT is working with him to assist with a payment plan to cover arrears incurred.
- Aesthetics Committee: This committee will also need to be re-constituted since the Municipal elections. LA continues to provide administration support. The current chairman has stepped down and new committee members are to be nominated. CG will be asked if he will volunteer for this committee. **DT**
- St Francis Tourism: No 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. **LA/CG**



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10 General

ND offered a vote of thanks to chairman WF for his leadership and hard work.

11. Next Meeting Friday 11th February 2022 – 11 a.m. – SFPO office/Zoom