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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 11th March 2022 – SFPO Office / Zoom

Present: W Furphy (WF); P Pezarro (PLP), L Aitken (LA), D Harpur (DH);
C Gray (CG); D Truter (DT); J Viljoen (JV); C Jarvis (CJ)

ACTION

1 Welcome

The Chairman welcomed all.

2 Apologies

N Dyer (ND); C Northwood (CN)

3 Confirmation of the Previous Minutes

Proposed by DT and seconded by CG

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

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

PLP

Administration:

- PLP has created an estimated project budget for this year.

PLP

6 Marketing and Communication:

6.1. Database:

- POPI Act Compliance** : Compliance with provisions of the Act were implemented by 30 June 2021.
- A Resolution by Committee members agreeing to appoint Nina Cloete of Satareme as a temporary assistant Information Officer to enable her to contact Sanatareme residents in this regard was approved and signed at the last meeting.

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. The Santareme Survey and the Aesthetics Guidelines will be accessible from the home page.
- Committee members are asked to provide comments/recommendations for website improvements as well as suitable content for ongoing newsletters.
- Building up membership numbers continues to be our priority. CJ has created a regular SFPO corner in St Francis Today for the subscriptions drive with a widget

LA/CJ

CJ



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- directly to the payment facility.
- CJ has been in communication with the KLM who are keen for the Association to extend communications on their behalf. He interviewed Ward Councilor, Lorraine Maree, for the newsletter going out on Monday. He will also include thanks to retired Ward Councillor Ben Rheeder for his service to the community. CJ
- CJ is keen to profile active community members who are contributing time and effort to community projects through the SFPO. CG will send CJ notes on the recent Link Road facilitation through networking with multiple parties.
- 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 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. The Q2 report went out last month and the next one is due in April. 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. LA/CJ
- CJ is editing the leaflet targeting new property owners to boost Association membership. It is proposed to offer new property owners their first year membership for free. Estate agents are a distribution target as well as real outlets. CJ has proposed inserting it into the new Wildside Times community magazine either as a loose insert or in the content. A link could be incorporated from St Francis Today to the leaflet on our website. CJ
- A photo collage is to be built up to be posted to the website showing the Association projects, such as Link Rd, 2 Harbour Walk, Main beach ablutions, Ralph Rd, Erf 53, Erf 400, etc. LA will share these with CJ. LA

6.3 Membership:

- We have received 460 membership subscription payments as at the end of February 2022. LA
- A Quicket payment option is now active, as well as the EFT and Payfast options.
- Membership renewal is being advertised in Info Ads, St Francis Today and all other medium at CJs' disposal. CJ
- A membership offer is to be proposed to the management of The Links to encourage their residents to join our Association.
- A campaign to 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 is still to be launched.
- CJ is providing 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

7. Technical

7.1 NPC Projects

- Beach Phase 2 : Status of the Appeal against the EIA authorisation : a virtual meeting was held by DEDEAT on 15/02/2022 to hear the arguments for and against the Appeal by



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the Appellant (R. Donnelly) and by the EIA Applicant (KLM/Advisian/CES/ SFPO NPC). We are waiting for DEDEAT's decision on the Appeal.

- Beach Phase 1: Repairs were completed to the wash away area at Main Beach in December. Repairs on the Ralph Road revetment have been completed.
- Spit - Emergency: The SFBRHOA and SFPO continue to monitor the status of the spit revetment. The KLM appointed PRDW to oversee further emergency work on the spit which includes the extension and breakwater of 67 metres. About 42 metres has been created. Work on rock armouring was halted over the holidays. Funding has now been allocated to complete the work and works have re-commenced.
- NPC Company for donations: A second NPC is operational to accept and manage non-SRA levy funding for the Beach Phase 2 project. SARS has approved our PBO and Section 18A application for donations. A proposal to raise funding for the acceleration of the beach project is ready, and will be launched once the EIA Appeal decision is finalised by DEDEAT.

Roads:

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

CCTV Security Cameras:

DT and WF met with Atlas to address problems with communications and Atlas have approached Calibre and will be working towards more visibility in St Francis Bay. Another meeting will be requested in the next week to follow up.

Facts on the CCTV system and security are being communicated through the CPF. The CPF will now be holding public meetings every quarter with a view to improving communication with the community. Minutes of these meetings will be included in a security page to be created on the SFPO website. This could include materials such as a video at Atlas explaining the CCTV monitoring system.

There are 9 projects in progress where groups (eg streets) have offered to pay for additional cameras and monitoring to strengthen the security in their areas. These include the following streets/areas : Lovemore, Peter, Kansies, Aldabarra Run, The Island, Golf Course, Frank, Napier Rds and Ann Avenue. A survey has been done for the golf course and surrounds which is being considered.

The Santareme CCTV is gathering momentum. Approximately 58% of the target number of residents has been achieved so far. The target is 65% of residents in favour and willing to pay a monthly fee. DH is leading this initiative.

CCTV is being investigated by the Village business owner's association.



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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. DT has assured the Kromme Enviro Trust that the church will work in tandem with them to preserve the endangered plants in part of this area. A meeting between the church, Kromme Enviro Trust and SFPO to be arranged to discuss the plans.
- **Main Beach Facilities**: The facilities were refurbished by the KLM assisted by the SFPO and Nigel Aitken. Although the facilities are functional some work to make this area attractive is needed.
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.
- **Ann Avenue Stairs** : The staircase has now been secured.
- **Two Harbours Walk Way** : Funding for the maintenance of the walkway is needed. There are problems where banks below some properties are collapsing. One property owner has spent a considerable sum to shore up his section with gabions. The walkway may need to be diverted to prevent further damage to private properties. A possible solution may be to shore up the banks using the sand bags owned by the NPC. DH is to contact Colleen Ebersohn (local coastal engineering expert) for advice.
- **Entrance Circle** : CG organised a sweep up of loose stones and rubbish at the entrance circle and sprayed for weeds. CG will submit costs for payment.
- **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 built two catch pits and the project is now completed. This expenditure was approved through the Association. It will be maintained by the KLM. Rubble from a demolished water tank stand has now been removed from this cul-de-sac.
- **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.
- **Erf 53** : Public open space around the old hotel site bordering St Francis Courts and Ann Avenue. The area is being abused by vagrants, criminals and illegal dumping is taking place. A meeting was held on site on Saturday 12th Feb with Nomvelo Siwelo, Nigel Aitken, WF, Simon Jordan, Jason Erlank (affected resident with a house bordering the area and also representing the Hotel Site property owner) and Jon Rigby-Fielder (St



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Francis Court) and other affected parties to investigate possible clearing of non-indigenous bush from this area.

8. Community Issues:

- The regular monthly meetings between the Chairman and the Municipal officials continue. The hearing for the application by the CRA against the KLM took place on 2 December 2021. Judgement is still pending. **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 were granted a further six months until end of December 2021 to apply for amnesty from fines and penalties for incomplete or incorrect building plans. **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, and driven by Simon Jordan. **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. **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. **CJ/ WF**
Water shortage continues to be a major problem. 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 the budget adjustment in early 2022, 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. DH recommended Tom Brown Blvd and Esmerelda Street in Santareme for consideration. The ring road comprising Sunset Drive and Canal Road will follow for submission.
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



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longer serviced. Clarity on where post can be collected has been sought from the Humansdorp Post Office. It is understood the post boxes will be reinstated at some stage.

9 Other Committees

- SFBRHOA: The commercial operations on the canals are being reviewed to produce a sustainable system and ensure that the canal waterways are not abused. This will need to be done in conjunction with the KJRC. CN
- KJRC: No discussion. ND
- Santareme: DH reported that the active group of Santareme residents working on security improvements for their sector continue to try and increase support. 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. It is proposed that the project will be implemented in two phases. DH/JV/CJ
- St Francis on Sea and Port : Now represented by Johan Viljoen. JV
- Community Policing Forum: The AGM will be held on 30th March 2022. The CPF will now be holding public meetings every quarter with a view to improving communication with the community. Minutes of these meetings will be included in a security page to be created on the SFPO website. This could include materials such as a video from Atlas explaining the CCTV monitoring system. There is a Community in Blue initiative being started by CPF/SAPS which will assist to take over from Neighbourhood Watch which is no longer active. Training will be given by SAPS. DT/JV
DT reported 7 arrests during the past four weeks and as a result crime has been quiet. A new detective has been appointed in St Francis and is working well.
- DVG: No discussion
- Ward Committee: The first Ward Committee meeting under under Ward Councillor Lorraine Maree took place on 9th March. Nikita Hendricks the Ward assistant was introduced. DT/LA
LA and DT represent the CPF and SFPO on this committee. Matters to raise include CBD parking and Erf 554, and illegal sign posting.
- 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.
- 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 of the KBF. The local Branch Committee meets monthly. It is focussing on two primary activities: WF
 - Membership : building membership of the KBF in the SF business community.
 - Business development : it has identified a number of events being held in SF over the next 12 months that will be supported by the KBF, with specific focus on identifying opportunities for local businesses to participate in and benefit from these events.
- 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. DT
- Aesthetics Committee: LA continues to provide administration support. Councilor Hattingh LA



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Bornman is the new Councillor in charge of Planning. He has confirmed that at some stage the administration should be taken in-house but for the time being LA will continue. The department is under-staffed at present. LA will ask this committee for their view on what information should be included on the SFPO website to assist architects and contractors with compliance to guidelines. The Aesthetics Committee have been informed of a consultant being appointed for the Erf 400/554 precinct plan process and will participate.

- 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.
- Street Signage : There is a proliferation of illegal signage around the town. LA will raise it at the Ward Committee. Municipal Law Enforcement are the correct body to police this matter.

CN/LA

10 **General**

11. **Next Meeting Friday 8th April 2022 – 11 a.m. – SFPO office/Zoom**