



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 8th April 2022 – SFPO Office / Zoom

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

ACTION

1 Welcome

The Chairman welcomed all.

2 Apologies

N Dyer (ND); D Harpur (DH); C Jarvis (CJ)

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 March were presented by PLP and approved.

PLP

Administration:

- PLP also tabled an updated budget that projected a small surplus of R14 500 for the year.

PLP

6 Marketing and Communication:

6.1. Database:

- **POPI Act Compliance** : Nothing to report.
- LA will provide the committee with a breakdown of membership to show figures for the canals/village vs Santareme/Port.

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 directly to the payment facility.
- CJ has been in communication with the KLM who are keen for the Association to

LA/CJ

CJ



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- extend communications on their behalf. 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. 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/DH
- 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 Q3 report is due to be sent 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 retail 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. LA will follow up on the production of this leaflet. LA/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/CJ

6.3 Membership:

- We have received 472 membership subscription payments as at the end of March 2022.
- 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.
- 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. LA to follow up.
- 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 the Appellant (R. Donnelly) and by the EIA Applicant (KLM/Advisian/CES/ SFPO NPC). We are waiting for DEDEAT's decision on the Appeal and an outcome is expected next week. WF
- Beach Phase 1: Repairs were completed to the wash away area at Main Beach in



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- 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. Works have been stalled due to problems with equipment and works are expected to re-commence this week. CN
- **NPC Company for donations and loans:** 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. WF

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:

In general crime has been quieter.

An open day was arranged at Calibre Security for members of the public to view the CCTV camera monitoring system. However, only one member of the public took advantage of this opportunity.

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

There are 9 projects for additional street cameras (paid for by property owners in these areas) at 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 project is now standing at 70% (the target number was 65%) of residents in favour. Administrative work through Calibre Security is now underway. DT

7.2

Association Projects:

- **Precinct Plan for St Francis :** A Consultant has been 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. DH/WF
- **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 and has been prioritised. 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. DT/WF
- **Main Beach:** Monitoring status.



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- **Anne Avenue** : Monitoring status of stairs.
- **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. DH
- **Entrance Circle** : No discussion. CG
- **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 project is now completed. This expenditure was approved through the Association. It will be maintained by the KLM. CG
- **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
- **Erf 53** : Public open space around the old hotel site bordering St Francis Courts and Ann Avenue. Clearing of non-indigenous bush from this area will be undertaken by Working for Fire through the Fire Department and the KLM will remove all waste from illegal dumping and cut bush. WF
- **Storm Water Drain – Santareme** : Nigel Aitken is working with the KLM to find a solution to water seepage affecting properties in Santareme below St Francis Drive. CG

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 being received 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



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infrastructure.

Water shortage continues to be a major problem. 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 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.

WF/JV/DH

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 and JV have highlighted the need for more of this work in the Santareme to Port area.
- SA Post Office Closure – The Post Office has been closed and the post boxes are no 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.

DH/JV

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: The active group of Santareme residents working on security improvements for their sector continue to try and increase support have now achieved 70% of the target number of 65% of residents in favour fo the CCTV project. Administrative work through Calibre Security is now underway.

DH/JV/CJ/DT

This will also present an opportunity to collect property owners' data to update our database. 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.

- St Francis on Sea and Port : JV requested an opportunity to meet with the KLM to discuss infrastructure issues in this sector. WF suggested that he submit agenda items to be added to the monthly meeting agenda with the MM which JV can attend with WF. Property sales in this sector are lagging due to poor infrastructure. JV is keen to investigate an SRA to address some of the more critical problems.

JV/WF

- Community Policing Forum: The CPF AGM was held on 30th March and was well attened with all relevant parties being represented, including KLM Councilor for Safety, Daniel Benson. The meeting was an open meeting. Open meetings will take place each quarter going forward. LA has taken up secretarial duties for the CPF.

DT/LA

Facts on the CCTV system and security are being communicated through the CPF. 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



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monitoring system.

There is a Community in Blue initiative being started by CPF/SAPS which will assist to take over from the existing Neighbourhood Watch. Training will be given by SAPS.

DT reported one scrap metal dealer has been arrested in Sea Vista for being in possession of stolen property. Theft of metal objects remains a problem throughout Kouga.

The upgrade of the Victim Support facility at the SAPS Station is underway and funds and services have been donated by various community organisations.

The reintroduction of a permanent Municipal Law Enforcement office in St Francis for by-law and traffic enforcement is being planned.

- DVG: No discussion
- Ward Committee: LA and DT represent the CPF and SFPO on this committee. The following were noted from the last meeting : 1) A budget has been granted for the establishment of a Municipal Court to assist with Law Enforcement. 2) The draft Budget for the next year has been approved. 3) Property rates and tariffs are expected increase significantly next year due to a 7 year period of under-charging. This will go to public participation. 4) The draft IDP will be tabled for public participation at the Bowling Club at 10 a.m. on 3rd May. 5) Problems with municipal billing are being addressed. 6) A problem was identified with rates charged for plots which have been recently developed. Most continue to pay on open land rates only. DT/LA
- Sea Vista: The new Ward Councillor for Ward 1 is a lady called Nozuko Ntshota of the ANC. We are advised that the transfer of land from DPW (Eastern Cape) for the area west of the township has now taken place and planning for RDP and other housing development can now commence. WF
- Cape St Francis: No further input from the CSF Civics noted.
- Kouga Business Forum St Francis Branch: The SFPO office is 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: DT reported the second person who qualified for Levy Relief will not be doing so at this time. DT
- Aesthetics Committee: LA continues to provide administration support. Councilor Hattingh 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. The Aesthetics Committee have been informed of a consultant being appointed for the Erf 400/554 precinct plan process and will participate. LA
- 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 has raised



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it at the Ward Committee. Municipal Law Enforcement are the correct body to police this matter.

CN/LA

10 General

DT has proposed to the St Francis Golf Club a monthly St Francis Property Owners Association golf inter-town league to build SFPO branding. SFPO could sponsor a Board at the Club to display winners names. DT will get pricing for this. The concept could possibly be extended to other sporting codes in the town.

DT

11. Next Meeting Friday 13th May 2022 – 11 a.m. – SFPO office/Zoom