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**ST FRANCIS PROPERTY OWNERS COMMITTEE MEETING**  
**Monday 9<sup>th</sup> July 2018 – SFPO Office**

**Present:**– W Furphy (WF); N Aitken (NA); L Aitken (LA), P Pezarro (PLP); G Miller (GM), D Truter (DT), N Dyer (ND), D Harpur (DH), C Gray (CG)

**1 Welcome**

WF welcomed committee.

**2 Apologies**

S Picton-Turbervill (SPT)

**3 Confirmation of the Previous Minutes**

NA proposed and GM seconded

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

**5 Resolution Register :**

a) SRA Submission to Kouga Municipality :

-The SRA has come into being from 1<sup>st</sup> July.

- The SFPO has been approached by several groups and individuals to establish a SRA Levy Relief Programme for those who cannot afford the levy. The St Francis United Church has agreed to act as the conduit for those wishing to submit to a means test to see if they can qualify for relief from the SRA. A fund is to be established to reimburse those that do qualify. We are not permitted to use and SRA levy income to fund such a programme, and so a donation drive and holding specific fundraising events will be required to raise the necessary funds once the requirement has been established. A panel of trustees of the fund will consider each application in confidence.

- We have been contacted by a number of people who have own properties outside the demarcated area who wish to contribute to the SRA projects. These will be treated as donations. An oversight committee to collect these donations is to be formed by Mike Tagg.

- The signing off of the Finance Agreement governing the SRA is in the process of being finalised.

- PLP and LA are in the process of registering the SFPO on the KM central supplier database to ensure proper flow of payments.

b) NPC membership :

- PLP to provide LA with a membership form to be distributed to all property owners as membership has to be applied for. This needs to be advertised and emailed to the full database and the form available on the website. This membership is governed by the NPC's MOI.

c) Finances :

- The financial reports for June 2018 were presented by PLP and accepted.

- A new A3 colour printer has been purchased for use by the SFPO and NPC.

- Association memberships for the next financial year are due from 1 October. Membership reminder invoices should be sent prior to this. A Corporate membership for local businesses is to be offered at R500 p.a. Benefits could include free advertising promotions through our database.

d) Marketing :

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- The SFPO pays for a monthly article in the Info Ads for those who don't use electronic media.
  - Our newsletter is distributed on the Mail Chimp database which goes to the full database and on our Facebook page. The newsletter is also published on the Info Ads Digital version.
  - Regular articles appear in St Francis Today and the monthly St Francis Chronicle.
  - Greg Darke is to be taken up on his offer to look at ways and means to improve our communication campaign, particularly through social media.
  - A document is to be prepared by NA and LA to provide estate agents with information on the SRA levy and membership of the Association to pass on to their clients.

## 6. Technical -

### **NPC Infrastructure Projects:**

#### **NPC Projects**

##### **Beach – Phase 1**

Main beach: all approved repairs are now complete. We have the engineering sign off, but are awaiting the final ECO sign off on all zones.

##### **Spit – emergency buttress**

No progress has been made in the last month due to unreasonable requirements set out by the KM ECO. We have detailed the issues to the Municipality and ECO and we are expecting a response from either KM or DEDEAT as to how we should proceed. Currently, we are not able to proceed with this project.

We are going to be meeting with KM to agree that they reimburse us for the sand bag purchase as per their initial commitment and to get KM's assurance that a disaster plan for the breach of the spit has been put in place.

##### **Phase 2 – River, Spit and Beach**

**Timeline** – the timeline presented at the June board meeting is currently delayed as we have still to submit the EIA Application. This is delaying the delivery of the project and will be rectified as soon as possible. That being said, we do not want our environmental application to be rushed in such a way that may put timely authorisation for Phase 2 at risk.

##### **EIA process**

BID- The "soft" Public participation period of the BID process was completed with a disappointing level of participation. As a result, Eco Route (our environmental consultants), have no further guidance as to which specialist studies are going to be required for the final EIA. This raises a few concerns and will be dealt with in our next meeting with Eco Route. The next step should be to lodge our application for authorisation. From this point the regulated time line starts. We understand this timeline to total 350 days.

##### **Design/ Engineering: on "hold"**

##### **Roads (SRA)**

**SFB Entrance:** EAS have been requested to proceed with the St Francis Bay entrance intersection (ie the circle), this project is planned to be completed by 31 November 2018. The position of the taxi drop off area and bus stop needs to be carefully considered.

**CBD Upgrade:** EAS have been requested to proceed with the design development of the CBD and to provide schematics that can be used in our AGM presentation.

**"Cycle" Path:** No further progress but we still plan to install the section from Peter road to Guinevere road by November 31<sup>st</sup> 2018.

**George Road Car Park:** If further donations can be sourced from local residents for the improvement of this car park, this project could be undertaken by the same contractor that will be engaged to improve the SFB entrance at the traffic circle.

##### **Security Cameras**

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We have selected **Intersec** as our preferred supplier of the CCTV solution. We have held a kick off meeting with Intersec and have asked them to fully detail their proposal.

Intersec are going to make contact with Bennie Bosch from the KM electrical department and quantify the connection requirements for the system. This will be completed shortly and will give us the necessary information to approach KM for formal approval and connection assistance.

Intersec are comfortable with a 90 working day installation for the complete system and barring municipal complications they see no reason why it can't be fully operational by December.

Santareme are encouraged to participate at street level.

Funding for CCTV coverage for Sea Vista to be proposed through the Kouga Wind Farms and sponsors sought for areas such as Santareme, Industrial area, etc.

### **Association Projects**

- **Village Common** : The transfer of Erf 400 to the KM is still outstanding from Dept of Education. Erf 400 is still zoned for a school and is a possible new site for the St Francis College. NA is pursuing KM to have the grass and bush kept cut and tidy.
- **Sea Vista Pathway Project**: Pathway project for R1.5mil is in the final stages of approval although it has seen no movement in the last month so we do not know if it will be possible to complete this by December.
- **Blue Flag Beaches** : Nothing to add

### 7. **Community Issues :**

- Storm Water Drains : Nothing to add
- Sewerage : Nothing to add.
- Transfer Station : No further feedback and this is to be pursued along with the illegal dumping problem through the Ward Committee.

### 8. **Third Party Project Funding**

- National Treasury : Nothing further to add
- Oceans to Coast : Nothing to report.
- Phakisa : Nothing to report
- St Francis Links : Nothing to add
- The Port : Nothing further
- Donations : Nothing further.

### 9. **Other Committees**

- SFBRHOA : Nothing to add.
- KJRC : Nothing to add.
- Santareme: DH is concerned with the problems with aesthetics code in Santareme. The "earthy colours" code is not being adhered to and a public participation opinion test/survey is being considered in the local media. DH will call a meeting of the Santareme group for a discussion on the way forward. DH also to write a letter to the Municipality to address this issue.
- The Police Forum : Nothing to add
- Tourism : We understand that a Kouga Tourism Board is to be established within the next financial year.
- DVG : NA has asked CSF Civics to consider an emergency access through road/track from the St Francis Drive to Da Gama Rd for emergency vehicles and NSRI to more swiftly reach CSF in emergencies.
- Ward Committee : Nothing to add.
- Sea Vista : Nothing to add.
- Cape St Francis : Nothing to add

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- Kouga Business Forum : George Stegmann represents the business community through this forum. WF will ask him to consider establishing a St Francis Business Forum. WF will provide him with a list of people who should be able to assist him.

**10 General**

There being no further business WF closed the meeting by thanking all for attending.

**Next Meeting: Friday August 3<sup>rd</sup> 2018 – 10:30am – SFPO Office**