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ST FRANCIS PROPERTY OWNERS COMMITTEE MEETING
Monday 3rd September 2018 – SFPO Office

Present:– W Furphy (WF); N Aitken (NA); L Aitken (LA), P Pezarro (PLP); G Miller (GM), D Truter (DT), S Picton-Turbervill (SPT)

1 Welcome

WF welcomed committee.

2 Apologies

N Dyer (ND), D Harpur (DH), C Gray (CG)

3 Confirmation of the Previous Minutes

NA proposed and GM seconded

4 Matters arising from the Previous Minutes of Meeting

5 Finance :

a) Finances :

- The financial reports for August 2018 were presented by PLP and accepted.
- Association memberships for the next financial year are due from 1 October. A letter explaining the purpose of the Association which represents the whole of St Francis Bay and the need for members' support with pro forma invoice to be sent to all previous members appealing for renewal and then to broader database to canvas new members. A customised letter to be drawn for property owners within the demarcated area. A possible discounted rate for NPC members to be considered next year. Rates to remain at R500 p.a. (R330 for pensioners).
- The new home owners information leaflet designed for estate agents can also be placed at the Harbour Office and other public outlets
- Corporate membership for local businesses is to be offered at R500 p.a. Benefits could include free advertising promotions through our database.
- A "group scheme membership" rate e.g. R100 per property owner, could be considered for other Home owners' associations, body corporate, private estates and collected on the Associations behalf.
- Membership fees can be paid by EFT and at the SFPO office.
- SPT indicated that the membership fees could be collected at the Harbour Office for the convenience of those property owners who come to pay boat licences. A receipt book will be required.
- The Spar is to be asked if it would be possible for membership fee to be collected at their tills.
- WF will review the NPC MOI to establish how membership of the NPC can be constituted and what the voting rights will be. All property owners in the demarcated

area should qualify for membership. Voluntary donors should be able to apply for membership. A Special meeting may be required to change the MOI. The Companies Act needs to be checked to ensure the MOI complies.

6. Technical -

NPC Infrastructure Projects:

6.1. NPC Projects

Beach – Phase 1

Nothing to add

Spit – emergency buttress

The 30.A emergency authorisation was granted to the KM for the short term protection of the Spit, we have and continue to assist with the pumping of sand onto the beach and we assisted with the formulation and funding of the emergency sand bag buttress. DEDEAT have not extended the 30.A authorisation to cover the proposed works and instead requested the proposal be presented as an amendment to phase 1.

The KM have appointed PRDW to assist with the design of an emergency solution, and it is our assumption the sand bags are not likely to be utilised as it is our understanding both the KM and PRDW plan to use the current authorisation (allowing rock revetments) to complete any emergency works.

The KM have assured us that they have plans in place in the event of an emergency in the meantime.

We have our first SRA specific KM-SFPO technical meeting planned for the 19th of September. The Technical team will represent the NPC at these monthly meetings.

Phase 2 – River, Spit and Beach

We have received EIA proposals from all three invited consultants. An evaluation report has been compiled and circulated to the board. The estimated time until an appointment can be made is 1 month (beginning of October).

A preferred bidder has been identified and discussions will commence to address all concerns and identify any possible additional specialist reports which may be required.

Roads

SFB Entrance- EAS have begun the design of the SFB entrance intersection, this project is planned to be completed by 31 November 2018. The Links have been approached and have agreed in principal to contribute to the project. The drawings are expected this week and will be circulated to the Links Board.

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.

Security Cameras

Application has been lodged with the KM as of the 24th August. Approval could take until the end of September.

Intersec is preparing the contract between themselves and the SFPO NPC. They have committed to get this to us by the 5th of September for scrutiny and amendments. We plan to have this ready to sign by Mid-September when we expect to have confirmation that the levy is operational.

A letter of intent is to be prepared subject to Levy payments being confirmed. The final contract to be signed thereafter.

6.2. Association Projects

Sea Vista Pathway Project:

This R1.5m pathway project, linking the Sea vista school and industrial area to the town of St Francis, has been approved by the Kouga Windfarm Trust. We are now waiting on the contract documents between the KM, KWF and SFPO NPC. Although this is not an SRA project the SFPO NPC and its Technical team will have oversight of this project.

A Special Resolution as required by the KWF, has been drawn up to be signed by Board members resolving that the company will be responsible for the administration, including financial administration of the project and appointing SFPO Committee member Nigel Aitken as project manager.

A local resident engineer has been approached to supply the drawings for the project.

Village Common

A proposal has been received from Stella Plantinga proposing landscaping and the planting of trees on this Erf as well as establishment of indigenous food gardens to retain the area as a greened public open space.

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 sharing sporting facilities with neighbouring sports clubs. The United Church have also applied for some of Erf 554. The proposal would therefore not be a viable long term project on this land. NA will communicate this.

Blue Flag Beaches : Application has been submitted for a blue flag for the Canals which will be paid for by the SFBRHOA. The main beach application is not a priority at this stage.

7. **Community Issues :**

- Storm Water Drains : Nothing to add
- Sewerage : Work on the upgrade of the sewerage works is underway.
- Transfer Station : It was proposed at the Ward Committee meeting that there is more than enough space at the present Municipal yard to accommodate a transfer station. B Rheeder has been asked to take this proposal to KM. Kromme Eco Trust have taken this up.

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 : There are moves afoot by Mike Tagg to form an oversight committee of property owners outside of the demarcated area who are willing donors.
- Kouga Wind Farm : There are possibilities for other projects to be funded by the Wind Farms once the Pathway project is completed.

9. **Other Committees**

- SFBRHOA : The sand bags can be stored in the Riparians storage facility until they are required. The unofficial Shore Rd slipway has now been closed off. Permission has been granted for the pump house renovations for an ablution block. The KM will remove the switchgear and the SFBRHOA and KJRC will pay for the renovations.

- KJRC : Nothing to add.
- Santareme: DH and WF met with Director Mabusela and Kobus Marais of KM Planning department. A workshop is planned for 4 October at the Links to include aesthetics committees, architects, builders, and town planning to look at Santareme and the applicable by-laws and building guidelines. Because the “earthy colours” code has not been adhered to and controlled a clear policy needs to be put in place going forward for Santareme. There is a need for a review of theming and by-laws for all areas in St Francis Bay.
- The Police Forum : The last St Francis Sector meeting was attended by Traffic and Law Enforcement. They will look into the placement of traffic speed signs of R330. The problem of the spread of informal houses onto private land is receiving attention.
- Tourism : We understand that a Kouga Tourism Board is to be established within the next financial year.
- D.V.G : 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
- Kouga Business Forum : George Stegmann represents the business community on the Ward 12 Committee. 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. Corporate membership of the SFPO could be encouraged through this forum.

10 General

- An email has been received from Bruce Cooper commenting on our last Newsflash recommending that the Levy deductions be suspended until we are certain that any legal action will not affect the payment of levies to the NPC. WF will communicate that the KM have given assurances that the payment of levy monies to the NPC will not be affected by any legal action.
- Communication : Colin Watt is to be asked to conduct interviews of key members on SFPO projects i.e. Sea Vista Pathway, improvements to the roads at St Francis entrance etc. SPT proposed sharing resources for website and social media management between the SFPO and the SFBRHOA. LA to liaise with Colin Watt and submit proposal to manage content on both websites and social media. SPT is keen for the SFBRHOA to be included in discussions with Greg Darke who has offered to look at ways and means to improve our communication campaign, particularly through social media.

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

Next Meeting Friday 5th October 2018 – 11 a.m. – SFPO office