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**MINUTES OF ST FRANCIS PROPERTY OWNERS NPC DIRECTOR'S BOARD MEETING  
Friday 8<sup>th</sup> March 2019**

**Present:**– W Furphy (WF); G Miller (GM), M Scheckter (MS); L Aitken (LA); D Pienaar (DP); C Gray (CG); G Vorster (GV); P Mountford (PM); D Truter (DT); P Pezarro (PLP) **ACTION**

**1 Welcome**

**2 Apologies**

C Northwood (CN)

**3 Confirmation of the Previous Minutes**

Proposed by MS and seconded by PM

**4 Matters Arising from the Previous Meeting.**

**5 Finance :**

**5.1 Statutory -**

**5.2 Fund Raising** **ALL**

- SFBRHOA – Provision has been made for funds to be set aside for the past two financial years.
- KJRC Funding – Funding commitments from KJRC members was pursued at their meeting of 7 February.
- Port Dredging
- KLM Funding - They are looking at ways of contributing.
- Alternatives to be investigated :
  - Govt. Grant Funding Application – SFPO will be working with KLM during the next 6 months to submit applications to Government (DEDEAT & National Treasury) for funding for the spit and beach project. **WF/GM**
  - Private contribution eg building a commercial pier in place of a groyne.
  - Bank loan with SRA levy as security.

**5.3 Financial Reports** – PLP presented financial report for February. Equimetrix Reports were also available although were not received in time for comparison before the meeting. The reporting systems are running in parallel for two months (February and March) when, if all runs to plan, Equimetrix will take over the NPC reporting. **PLP/WF/GV**

- The February collection figures for SRA Levy were received timeously in March and invoice has been sent. **LA**

- WF has offered a team to assist the KLM with a combined audit and collection of outstanding rates payments if need be in February/March timeframe. So far this has not been necessary as collection is improving. **WF**

**Financial Report for KLM :**

- 5.4.
- Our monthly financial report has been sent to KLM, as per the Finance Agreement. SFPO to discuss their requirements with them. **WF/GV**
  - SFPO NPC has produced a draft budget for coming financial year. This has been sent to KLM. A more detailed version is being completed for internal use.

**6. Marketing and Communications :**

**6.1. Database and Marketing Systems :**

- A new website has been designed incorporating both the Association and the NPC, and refinements are being made based on feedback from the public. A Payfast facility is now available for membership subscriptions on the website. The site is to be kept current and refreshed regularly.
- A shortened newsletter is now being sent out on a bi-weekly basis and social media usage has also been increased. Saving St Francis Whatsapp group is very active as is the Facebook page. Social Media is an important tool to combat misinformation and to keep as many people as possible up to date. **LA**

**7 Administration –**

7.1 **Banking –** Nothing to add.

7.2 **Employees –**

7.3 **Plant, Equipment and Materials –** Nothing to add

**8. Infrastructure**

**8.1 NPC Projects**

River, Spit and Beach –

- Phase 1 : We have received an application for work on one of the revetments to be processed. **GM**
- Phase 2 : The EIA for the River, Spit and Beach restoration is underway. A meeting with DEDEAT, CES, DP representing SFPO NPC, the KLM Municipal Manager, Infrastructure Manager, ECO Officer and recently appointed Environmental Specialist Nomvello Siwela took place on 1<sup>st</sup> March. DEDEAT recommended a Pre-Application process of 30 days to ensure smooth flow of the EIA process. A formal process of 30 days will then follow. CES will submit a proposal for this additional work. **DP**
- DP provided DEDEAT with copies of both Advisian reports.

Roads –

- The entrance upgrade project is underway. The Links have approved a contribution of R350 000. The roadworks will be completed before Easter in April. **CN**
- George Road Parking project has received a R200 000 donation from local residents and commitment has been received from KLM to re-slurry George **GM**

Road. Work will go ahead to pave the parking area with sand bag protection on the beach.

CCTV Security Cameras -

**DT/GM**

- The hardware is up and running and completed. The software and analytics systems are still to be finally reviewed and approved.
- CCTV footage has already been useful to the SAPS in their investigations of various cases. Only the SAPS have access to the information from Atlas Security. Measures to ensure that practical processes are being put in place are under review.

**8.2. Non-NPC Projects**

- 8.2.1. Storm Water Drains: Nothing to Add
- 8.2.2. Sewerage: Nothing to add.
- 8.2.3. Internet infrastructure: Nothing to Add
- 8.2.4. Cell Phone Infrastructure: Nothing to Add
- 8.2.5. Sea Vista Pathway – This has been approved. The contract is being circulated. The project is expected to get underway in the next two weeks.

**GM**

**9. General**

- The SFPO continues to explore ways to engage with representatives of the CRA and understand and address its concerns with the SRA, as specified in both its Court Motion and Public Meeting held on 17 December, 2018. All communication will be done without prejudice. The Board is to be kept informed of all such communication.

**WF**

**Next Meeting Monday 8<sup>th</sup> April 2019 – 9am – SFPO office**