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**MINUTES OF ST FRANCIS PROPERTY OWNERS NPC DIRECTOR'S BOARD MEETING  
Friday 9<sup>th</sup> November 2018**

**Present:**– W Furphy (WF); P Pezarro (PLP); G Miller (GM), Mick Scheckter (MS); L Aitken (LA); Deon Pienaar (DP); Chris Gray (CG); **ACTION**

**1 Welcome**

WF welcomed all.

**2 Apologies**

P Mountford (PM); G Vorster (GV); Craig Northwood (CN)

**3 Confirmation of the Previous Minutes**

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

None

**5 Finance :**

5.1 **Statutory** - Nothing to add.

5.2 **Fund Raising** – The Extract from the St Francis Bay SRA Motivation and Business Plan was tabled. Contributions to be collected from the following: **ALL**

- SFBRHOA
- KJRC Funding
- Port Dredging
- KLM Funding

Alternatives to be investigated :

- Govt. Grant Funding Application
- State Lottery
- Kouga Wind Farm
- DEDEAT – Investigation into registration as an implementing agent

**GM**

5.3 **Financial Reports** – PLP presented the Management Accounts for October.

- The VAT submission is to be reviewed and a refund claim from 1<sup>st</sup> July prepared.
- The actual figures of the levies collected by the KLM in July and August and September have been received and the invoice to the KLM for payment prepared.
- Aldabara revetment project – the residue in this fund to be held for re-instatement of dunes at Aldabara Run.
- Project management time and costs to be allocated to projects as far as possible.
- The Budget and revised Cash Flow forecast were presented.

**PLP**

**GM**

**6. Marketing and Communications :**

- 6.1. **Database and Marketing Systems** : A quote has been received from Equimetrix for a membership database custom developed for our needs and a quote for comparison has been requested from BrightGiants in Plettenberg Bay. A new website is being designed incorporating both the Association and the NPC. Membership of the Association needs to be built up and corporate membership benefits developed possibly through a Business Forum/Chamber. **WF**

**7 Administration –**

Nothing to add

- 7.1 **Banking** – Nothing to add.

- 7.2 **Employees** – Nothing to add

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

**8 Infrastructure**

- 8.1. **NPC Projects** – Minutes of the Technical Sub Committee meeting of 1 November, 2018 were tabled and taken as read. A copy of these attached hereto. The Technical Committee is responsible for negotiating and recommending contracts to the Board for review and approval. The process must be documented and draft contracts circulated to the Board for comment. **CG**

**8.1.1. It was unanimously agreed by all directors present for :**

The appointment of EOH, for the Environmental Impact Assessment and related Environmental Approval, for Phase 2 *‘Long term beach nourishment and stabilisation of Beach – St Francis Bay’*. Such appointment is in accordance with the tender submitted and terms agreed in negotiations with the Technical Committee. The contract amount being *R422 440.00 excluding vat* and the contract duration for obtaining such approval being 12 months from date of signing the contract by both parties.

It was further agreed that *CAW Gray*, being a duly appointed director, be authorised to sign all documentation relating to such appointment. **CG**

**8.1.2. It was unanimously agreed by all directors present for :**

The appointment of Tradewith 12 [Pty] Ltd, for the supply and installation of all *surveillance equipment, monitoring* and providing a *reaction service*, in the SRA demarcated area within the greater St Francis Bay. Such appointment is in accordance with tenders received and negotiations with *SFPO camera surveillance subcommittee*. The amount for the installation of equipment, continuous surveillance, maintenance and reaction service, being *R7 687 725.93, excluding vat*. The duration for the contract being 60 months with commencement date being 1 February 2019. The pro rata payments will be made for December 2018 and January 2019 for the phasing in of this network.

It was further agreed that *CAW Gray*, being a duly appointed director, be authorised to sign all documentation relating to such appointment **CG**

- 8.1.3. Phase 2 Spit** : The Advisian report will be available by 20 November 2018. **DP**

## **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 – Awaiting contract with Kouga Wind Farm.

## **9. General**

1. **NPC AGM** : This took place at 9 a.m. on 9<sup>th</sup> November 2018. The next AGM for the SFPO NPC will take place alongside the SFPO Association AGM and Public Meeting in December 2019.
2. **The Agenda of the SFPO Association AGM** : 20th December 2018 to be followed by the SFPO NPC Meeting.  
EOH will be at the NPC meeting to discuss the EIA for Phase 2

**DP**

**Next Meeting Friday 7<sup>th</sup> December 2018 – 9am – SFPO office**