



115 ST FRANCIS DRIVE,
ST FRANCIS BAY,
6312
Tel: 042 294 0594
Email: contact@sfbresidents.org
Website: www.stfrancispropertyowners.co.za

PO Box 18,
St Francis Bay,
6312

**MINUTES OF ST FRANCIS PROPERTY OWNERS NPC DIRECTOR'S BOARD MEETING
Friday 7th December 2018**

Present:– W Furphy (WF); P Pezarro (PLP); G Miller (GM), Mick Scheckter (MS); L Aitken (LA); Deon Pienaar (DP); Chris Gray (CG); P Mountford (PM); G Vorster (GV); Craig Northwood (CN); David Truter (DT) **ACTION**

1 Welcome

WF welcomed all. He welcomed SFPO Committee member to the Board meeting to present on status of the CCTV project and contract.

2 Apologies

3 Confirmation of the Previous Minutes

Proposed by PLP and seconded by GM

4 Matters Arising from the Previous Meeting.

Point 8.1.1. correction on previous minutes : The amount including disbursements should read R464 140.00

5 Finance :

5.1 **Statutory** - Feedback is needed from Moore Stephens on status of registration of amendment to MOI re NPC Membership **PLP**

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

- SFBRHOA – in hand
- KJRC Funding – in hand
- Port Dredging
- KLM Funding – Funding the emergency repairs to the spit through appointment of PRDW

Alternatives to be investigated :

- Govt. Grant Funding Application – we have agreed with KLM to package smaller projects for fund applications
- State Lottery
- Kouga Wind Farm
- DEDEAT – Implementing agents have already been appointed for the next five years.

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

- A proposal for accounting services for the NPC is being prepared by Equimetrix **WF**
- The VAT submission is to be submitted and a refund claimed from 1st July. The

KLM committed to getting a Tax Directive from SARS to confirm SRA Levy is Zero rated and this needs to be followed up.

- The actual figures of the levies collected by the KLM for November have been received and the invoice to the KLM for payment will be prepared.
- Aldabara revetment project – the residue in this fund to be held for re-instatement of dunes at Aldabara Run. A letter confirming this discussion to be written to Bruce Brooker.
- The Budget and revised Cash Flow forecast were presented.

PLP/WF

6. **Marketing and Communications :**

- 6.1. **Database and Marketing Systems :** The quote for database and administration from BrightGiants in Plettenberg Bay has been received and put on hold. A new website has been designed incorporating both the Association and the NPC. A Payfast facility is now available for membership subscriptions on the website. The requirement for an active membership database will be reviewed in January.

WF/LA/GM

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 27 November, 2018 were circulated and taken as read. A copy of these attached hereto.

GM

Roads – The SF Links have requested that the SFPO Technical team engage with the relevant taxi association before proceeding to ensure that the embayments will be used as envisaged. The liaison rests with the KLM – this meeting should take place before the AGM. A workable taxi rank area needs to be identified in Sea Vista near the industrial sites.

GM

The second priority is the CBD upgrade and cycle track from Sea Glades to Harbour Road. Inhabit Architectural Services (Kirsten Thompson) has been asked to produce a high level plan with visuals to be presented at the public meeting.

River, Spit and Beach – EOH will be here for a site meeting on 18 December and will be presenting at the public meeting.

GM/DP

The Port Dredging costs will be the cheapest source of sand and are being further explored.

CCTV Security Cameras -

DT/GM

Almost all poles have been installed and most of the cameras and connections are installed. Pole signage needs to be finalised within the next few days. A workshop for all parties in the St Francis security industry including Neighbourhood Watch was conducted so that everyone is fully briefed on the operational aspects of the CCTV system.

The Santareme sub-committee, under chairmanship of SFPO Committee member David Harpur are investigating ways for their community to join the CCTV project.

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 – The Sea Vista Pathway delay has come about because the servitude at the top end was not properly registered and has now been completed. The Kouga Wind Farm Community Trust will fund this project and the registration of independent trustees has still to take place. The project has been approved by the existing trustees and contract is being prepared. The work is expected to start in January.

GM

9. General

- 1. The CRA are holding a public Meeting on 17th December at 11 a.m. at the St Francis Bay Bowling Club. SFPO will be represented. **ALL**
- 2. The SFPO Association AGM is on 20th December 2018 to be followed by the SFPO NPC Meeting. **ALL**
EOH will be at the NPC meeting to discuss the EIA for Phase 2
Kirsten Thompson of :nhabit will attend to answer questions on the Roads plan.

Next Meeting Friday 11th January 2019 – 9am – SFPO office