



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
Monday 8th April 2019**

Present:– W Furphy (WF); G Miller (GM), M Scheckter (MS); L Aitken (LA); D Pienaar (DP); C Gray (CG); G Vorster (GV); C Northwood (CN); P Pizarro (PLP) **ACTION**

1 Welcome

2 Apologies

P Mountford (PM); D Truter (DT)

3 Confirmation of the Previous Minutes

Proposed by CG and seconded by GM

4 Matters Arising from the Previous Meeting.

5 Finance :

5.1 Statutory -

5.2 Fund Raising

- 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 - WF is to follow up with KLM.. **WF**
- 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.
 - 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 March. Equimetrix Reports were also available although were not received in time for comparison before the meeting. **WF/CG/PLP**

The reporting systems have run in parallel for two months (February and March) when, Equimetrix will take over the NPC reporting. A meeting is to be called to compare the two sets of accounts before hand over is finalised.

- The March collection figures for SRA Levy have not yet been received. **LA**

- The first tranche has been paid to the contractors for the entrance upgrade project.
- St Francis Links will make their contribution to the entrance project once all the procedures have been signed off.
- The first tranche for the Beach/Spit EIA work in progress has been paid to CES.
- LA met with the KLM accounting department to discuss a checklist of properties in the demarcated area which may not have been billed for the SRA Levy. KLM accounts department have promised to provide a fully reconciled list of those not being billed. The SFPO has committed to contacting these property owners to advise that back payment to 1st July will be charged on the May Municipal accounts. **LA**
- The Sea Vista Pathway project funds will be paid into a new bank account for Kouga Wind Farm projects non SRA projects only and a separate set of books will be kept for these projects
- A tax expert will be approached for advice on the matter of VAT. A VAT return is to be submitted.

5.4. **Financial Report for KLM : (Not discussed??)**

- Our monthly financial report has been sent to KLM, as per the Finance Agreement. SFPO to discuss their requirements with them.
- 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. It is now 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 : A small revetment repair is taking place in the Aldabarra Run area. **GM/DP**
- Phase 2 : The EIA for the River, Spit and Beach restoration is underway. The Pre-application scoping phase is ongoing. The draft Scoping Report has been prepared and will be presented at a public meeting is planned for 15 April at 17h30 at St Francis Links. The public have until 29 April to comment after which CES will lodge their application and the official process will commence.
- 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.

An additional spend of R45 000 for the additional one month for the pre-application process was approved by the Board.

- Funding for the emergency work on the spit is the responsibility of the KLM. The funds set aside this financial year will be spent on repairs to existing revetments and to purchasing rocks to be held in stock for use in the long term coastal scheme.

8.2. Roads –

- The entrance upgrade project is underway. Mawethu Civils is the contractor and the report that they will complete the project on time with the road opened by Easter. The Links have approved a contribution of R350 000.
- George Road Parking project has received a R200 000 donation from local residents and commitment has been received from KLM to re-slurry George Road. Work will go ahead to pave the parking area with sand bag protection on the beach. Planning for the George Road access project needs to take into consideration the stock piling of rocks and repair works

CN/GM

8.3 CCTV Security Cameras -

- The software and analytics systems are still to be finally reviewed and approved.
- Only the SAPS have access to the information from Atlas Security and can view footage at Calibre Security's office. Measures to ensure that practical processes are being put in place are under review.

GM/DT

8.4 **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 contract is in place. The inception meeting is on Friday April 12. A VAT invoice has been requested for the first tranche.
- 8.2.6. Temporary Recycling Depot - This is not being managed properly and will be taken up at the Ward Committee meeting.

GM/CN

WF

9. **General**

Next Meeting Monday 13th May 2019 – 9am – SFPO office