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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 10th February 2023 – SFPO Office / Zoom

Present: W Furphy (WF); P Pezarro (PLP), L Aitken (LA), D Harpur (DH); Craig Northwood (CN); **ACTION**
C Gray (CG); J Viljoen (JV)

1 Welcome

The Chairman welcomed all.

2 Apologies

N Dyer (ND); D Truter (DT); C Jarvis (CJ)

3 Confirmation of the Previous Minutes

Proposed by PLP and seconded by WF.

4 Matters arising from the Previous Minutes of Meeting

5 Finance:

- The financial statements for January were presented by PLP and approved. **PLP**
- PLP tabled an updated budget for 2023 for consideration. **PLP**
- This projects a surplus of R52 000 for the year. **PLP**
- Membership numbers for the 2022/23 year so far stand at approximately 503. Follow up subscription invoices were sent in the first week of December with a link to the new electronic brochure. Payment options include EFT, Cash, Payfast and Quicket. LA will report weekly on numbers received. **LA**
- A third invoice run is planned for February, once the KLM database update has been received.

6 Marketing and Communication:

6.1. Database:

- POPI Act Compliance : LA continues to assist environmental consultants carrying out EIA work requiring I&AP participation to reach property owners in compliance with the POPI Act. **LA**
- LA received an updated database of SFPO NPC members from the Kouga Municipality in January but this was found to be flawed and a correct version has been requested. A quarterly updated database must be supplied in terms of the Finance Agreement and the next one was due at the end of December.

6.2. Website, Social Media and Newsletter:

- LA maintains the documents on the website. CJ loads and sends our newsletter **LA/CJ**



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- through this website. Website statistics are available from DNA Online.
- Building up membership numbers continues to be our priority. CJ has created a regular SFPO corner in St Francis Today for the subscriptions drive with a widget directly to the payment facility.
- CJ liaises with the KLM for the Association to extend communications on their behalf. CJ/LA
- Newsletter : A newsletter was circulated at the end of January. A further newsletter is planned for early February. We received a complaint that SFPO was claiming credit for the success of the Santareme camera project through the article included in our January Newsletter. This article was penned by David Harpur as a member of the Santareme Camera Committee and included in the SFPO Newsletter at that Committee's request to help drum up further support for the Santareme cameras. The SFPO Association has not been involved nor has any responsibility for these cameras, and this perception will be corrected in the February newsletter and St Francis Today next week. The complainant will be notified. LA/CJ
- It is proposed that we look at changing the presentation design of our newsletter with the use of graphic design features, including the use of colour and photographs. CJ to investigate and provide costing. CJ
- Info Ads continues to be used to promote membership.
- Leaflet :
 - The booklet has been provided to estate agents for new property owners, inserted into the Wildside Times community magazine, and is available at the SFPO office with copies supplied to participating organisations.
 - The brochure has been converted into a 16 page flipper e-magazine placed on our website, as well as on the St Francis Today website. The e-mag can be used on social media as a link, and can also be converted into 16 x individual Facebook posts. This has proven to be very successful. The electronic version seems to be more popular and effective than the printed version.
 - A list of distribution points has been created.

6.3 Membership:

- We have received 503 membership subscription payments as at the end of January 2022. LA
- Membership for the 2022-23 year was initiated in early October through DNA Online. CJ
- Membership renewal continues to be advertised in Info Ads, St Francis Today and all other media at CJs' disposal.
- Estate agents encouraged to promote membership to new property owners as a means to maintain an accurate database whilst building membership using the brochure. LA
- CJ is providing a regular advertising corner in St Francis Today for the subscriptions drive with a widget directly to the payment facility. This corner can also be utilized to advertise Association projects. A screen ad has also been created for the four advertising screens in the village. CJ
- It was suggested that we target new developments for membership by offering a year's free membership to new property owners which will also assist us to update our database.
- LA will provide the Committee with a breakdown of membership by area. LA



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7. Technical

7.1 NPC Projects

- Beach Phase 2 : DEDEAT authorisation for the beach restoration project is valid from 7 April 2022. Expenditure by the SFPO NPC on this project is on hold until the Appeal against the court ruling against the SRA is finalised. WF
- Spit – Emergency : The SFBRHOA and SFPO continue to monitor the status of the Spit revetment. CN
- CCTV Security Cameras:
The impact of Stage 6 loadshedding is affecting the back up battery infrastructure, as it affects the re-charging of these batteries, and reducing their lifespan. Atlas, Intersec and the SFPO NPC are monitoring the situation, and discussing the use of lithium batteries, and alternative power sources. DT

7.2 Association Projects:

- **Precinct Plan for St Francis** : A Consultant has been appointed to prepare a new precinct plan for the St Francis Bay CBD area. The public participation meeting for this project is set for 17th February at 10 a.m. at Sea Vista Hall and WF & DH will attend. This is an opportunity to manage ideas such as the rezoning of Erf 53 as part of the overall plan for Main Beach development and the beach restoration programme, as well as areas such as Granny's Pool, and erfs 400 and 554 for sporting and recreation development. DH/WF
- **Erf 400 Village Common and Erf 554**: Continue to await DPW decision on transfer of Erf 400 to KLM. Preparation work by KLM on subdivision and rezoning of Erf 554, together with public participation, is still work-in-progress at KLM. A proposal for the use of this land as a shared infrastructure for a school and church, with sports fields, endangered plant species garden/protection, and additional shared parking facilities was submitted some time ago. Rezoning of erf 554 is currently in the hands of a consultant and has been prioritised. No further feedback available. DT
- **Two Harbours Walk Way** : DH continues to monitor the status. DH
- **Granny's Pool Development** : This area is a feature for visitors and is under-equipped to cope with current numbers. DH is in discussions with Kromme Enviro Trust with a view to working in tandem on any new development. Environmental approval for the retaining wall and steps is being sought from the KLM. DH and Nigel Aitken continue to work on this. DH
- **Erf 53** : Public open space around the old hotel site bordering St Francis Courts and Ann Avenue. The clearing of non-indigenous bush from this area through the Fire Department and the KLM is complete.
- **Entrance Gardens** : CG has handed over the maintenance, weed spraying and sweeping of the entrance circle to Nigel Aitken. The bus shelter is in need of re-coating. CG/NA
- **Pump House Parking** : More provision for parking in this popular area needs to be investigated. DH/NA
- **Power and Water Security Proposal**. The Committee agreed to adopt a Power and Water security proposal which is being compiled to encourage property owners, particularly those that do not live in St Francis Bay permanently, to reduce dependency on Eskom and municipal water, given the problems experienced with power outages. Wf/NA



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during the busy season and the continued severe drought. Guidance is being sought from local experts and will make use of all reputable local suppliers and registered installers. Nigel Aitken will be working with WF on this. The KLM is working towards updating its Policy to allow for power to be bought back from ratepayers with the necessary upgrade to infrastructure to enable this.

8. Community Issues:

- The regular monthly meetings between the Chairman and the Municipal officials continue. A meeting request is to be sent for February. WF
- Planning and Certificates of Occupation: There is concern over the number of new developments and the impact on infrastructure, electricity and water supply. A new Director for Planning at the KLM needs to be appointed following the resignation of the incumbent. Mayoral Councillor Shena Ruth has been given responsibility for Planning, Development and Tourism.
- Plot Clearing : Plot clearing continues around the town to help reduce risk of fire. The Kromme Enviro Trust are offering environmental advice on how best to go about plot clearing.
- Sewerage: The problems experienced with the poor service being received continue to be raised by concerned residents. SFPO will continue urging KLM to prioritise the provision of water born sewerage, and ensure sufficient honey suckers are servicing the town. New trucks have been deployed. WF
- Water infrastructure: The Association continues to put pressure on KLM to replace failing water infrastructure. The Dams in the Kouga area, controlled by the Nelson Mandela Bay Metro, are now critically low. St Francis boreholes are being used to supplement the water supply by 70%. Water purifying plants have been installed in Jeffreys Bay and Humansdorp to filter borehole water for consumption, and one will be installed in St Francis soon. CJ continues to publicise the water shortage in newsletters. WF/CJ
- Roads: Grand Comores has been requested as the next road for resurfacing by KLM. A letter has been drafted at the request of the MM motivating for Grand Comores, and this to be followed by St Francis Drive to the Port and Triton Avenue. This will be raised again at the next meeting with the Municipal Manager. Consideration needs to be given to which roads should follow after this is completed. Implementation of roads projects has been delayed as funds were diverted to the water crisis. Pothole filling is taking place and the repair method has been improved. The KLM have offered to provide materials to local residents who wish to club together to repair roads themselves. JV has interest from Santareme residents. Road re-surfacing of the main arterial roads will continue as part of a three year plan by KLM. WF/JV NA/JV
- Storm Water drains : Cleaning drains around the town and in particular in Santareme and Sea Vista is ongoing. Recent flooding in the village has highlighted the need for improved drainage. KLM are working on plans to alleviate the worst areas particularly in the Village CBD. NA
- Property Valuations : The new General Valuation Roll 2023 – 2027 has been released for public participation comment. Deadline for objections is 14 April 2023. Explaining how rates will be applied could be included in the newsletter. CG WF/CJ
- Main Beach : "Boots on the Ground" and the Peace Officer monitor this area.



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9 Other Committees

- SFBRHOA: No discussion. CN
- KJRC:. ND
- Santareme: The CCTV project organised by a group of Santareme property owners, through Calibre Security, has been implemented and is progressing. There have been very few incidents reported as a result. The service is being very well received by residents. More support for the project is being actively pursued. There has been a marked increase in property/housing development in Santareme, and an update on Aesthetics should be investigated with a more modern approach. JV and DH to work on this. DH/JV/DT
- St Francis-on-Sea and Port : JV wants to take up the offer from the Municipal Manager to provide pothole repair materials to residents prepared to provide labour and supervision. He has put this in writing to the MM. A date for the resurfacing of St Francis Drive and Triton is requested. JV
- Community Policing Forum: The next CPF Meeting will be 15th February 2023. We are in the early stages of forming our own sector - currently we fall under Humansdorp, which would make our CPF more autonomous. DT
- DVG: No discussion. WF/DT
- Ward Committee: LA and DT represent the CPF and SFPO on this committee. Meetings are scheduled for first Wednesday of each month. Provision of water and how it is to be managed is the top priority for the KLM and our Ward Councillor. Our Councillor continues to appeal to us all to report service delivery problems through official channels so that these are officially recorded. The more reports that are recorded (potholes, roaming animals, blocked drains etc), the more resources are allocated. A new Ward Assistant needs to be appointed. A new Director of Infrastructure has been appointed at KLM – Charles de Kock as well as two new Area Engineers. LA/DT
- Sea Vista: There is a plan for housing development but details are unclear at this stage. Progress will be monitored through the Ward Committee, Ward 1 Councillor and our PR Councillor Shena Ruth. We are told that the land has been transferred to the HDA.
- Cape St Francis: No further input from the CSF Civics noted.
- Kouga Business Forum St Francis Branch: The Forum has addressed the controversial rates increases for estates with the KLM, and provided support to the estates to assist them with their negotiations with KLM. WF
The SFPO office is used as a satellite office for the St Francis Branch of the KBF. The local Branch Committee meets monthly. It is currently focussing on three primary activities:
 - Membership : building membership of the KBF in the SF business community. A new website has been developed.
 - Focus on events – supporting a number of big events, which will provide a boost to the local economy.
 - Providing mentoring to start up and small Sea Vista businesses.
- Levy Relief Programme: One application is up for renewal but the full application with DT



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affidavit has not been received so far.

- Aesthetics Committee: LA continues to provide administration support.
- Kromme Enviro Trust : DH is in discussions with the KET regarding planning of development of Granny's Pool and Two Harbour Walkway.
- St Francis Tourism: A full calendar of events is planned. Water shortage remains a concern for future events. The Tourism committee appointed Esti Stewart as Chairman. Upcoming events include Wine on Water, The Mzansi Challenge, Expedition Africa as well as some big cycling and mountain biking events. Events are very important to the economy of our region. A co-hosted DP Golf (European Tour) and Sunshine Tour event will take place at the Links on March 16-19, 2023.
- Thyspunt Alliance : Regarding the National Nuclear Regulator's call for public comment/objection on Eskom's application for a Nuclear Installation Site Licence (NISL) for the Thyspunt site, the Association will monitor progress against the proposed Thyspunt nuclear site and how it might affect St Francis.

LA
DH

10 General

The Chairman called for input on new projects for this year.

11 **Next Meeting Friday 10th March 2023 – 11 a.m. – SFPO office/Zoom**

Apologies : D Harpur; C Northwood