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## MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 7<sup>th</sup> October 2022 – SFPO Office / Zoom

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

**1 Welcome**

The Chairman welcomed all

**2 Apologies**

J Viljoen (JV); C Jarvis (CJ); D Truter (DT)

**3 Confirmation of the Previous Minutes**

Proposed by DH and seconded by PLP

**4 Matters arising from the Previous Minutes of Meeting**

**5 Finance:**

- The financial statements for September were presented by PLP and approved. **PLP**

**Administration:**

- PLP tabled an updated budget for 2023 for consideration. **PLP**
- A project budget of R50 000 is proposed dependent on subscriptions income.
- Membership numbers for the 2022/23 year so far stand at approximately 70. The new subscription invoices were sent in the first week of October to be timed with a newsletter sent to circulate the new electronic brochure. Payment options include EFT, Cash, Payfast and Quicket. LA will report weekly on numbers received. **LA**
- The office rental is due to increase by 5% on 1<sup>st</sup> November.
- PLP now has online access to the Stanlib account.
- The membership subscription has been increased to R550.00 p.a. and R350.00 p.a. for pensioners. The subscriptions have not been increased for the past 5 years. The standard subs are being increased by 10% and pensioner subs by 6%. **LA**

**6 Marketing and Communication:**

**6.1. Database:**

- POPI Act Compliance : Nothing to report. **LA**

**6.2. Website, Social Media and Newsletter:**

- LA maintains the documents on the website. CJ loads and sends our newsletter through this website. Website statistics are being provided by DNA Online. **LA/CJ**



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- 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
- Newsletter : CJ will also be focussing on the water shortage and membership in the next few months. LA
- Info Ads will be used to promote membership. LA will ask for some design advice. LA
- Leaflet :
  - The new SFPO Association brochure is being delivered today. This is an A3 folded down to pocket sized brochure (16 x A6 pages). 2000 copies were printed. CJ
  - Other associations and organisations have been included with contact details and services. The aim is to provide a handy reference document which recipients will be inclined to keep for easy reference with colour pictures, graphics, logos etc. These include the Riparians, KJRC, Kromme Enviro Trust, Kouga Business Forum, St Francis Tourism, Cape St Francis Civics, St Francis Links, Medical centre, Church groups, sports clubs etc. The booklet would be provided to estate agents for new property owners, inserted into the Wildside Times community magazine and would be available at the SFPO office with copies supplied to participating organisations. LA/CJ
  - The brochure will be converted into a 16 page flipper e-magazine to be placed on our website, as well as the websites of all who have sponsored pages, St Francis Today website, etc. The e-mag can be used on social media as a link and can also be converted into 16 x individual Facebook posts. CJ
  - A list of distribution points has been created.
  - ND and DH have approached The Links who were happy to have brochures and we await their decision on whether they will promote Association membership to their members. ND/DH
  - JV will be distributing and promoting membership with the various Port HOA's. JV
  - LA will provide copies to St Francis Tourism and the Ward Committee. LA

### 6.3 Membership:

- We have received approximately 70 membership subscription payments as at the end of September 2022 so far. LA
- Membership for the 2022-23 year was initiated in early October through DNA Online.
- Membership renewal continues to be advertised in Info Ads, St Francis Today and all other media at CJs' disposal. CJ
- A campaign to be launched through estate agents promoting membership to new property owners as a means to maintain an accurate database whilst building membership, will be launched as soon as the printed brochure is available. LA to follow up. 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



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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. Work to complete the spit revetment is underway and should be completed within two weeks. Once the works have been completed, the bollards will be replaced to close the access road onto the spit so that vehicles can no longer get onto the spit. CN
- CCTV Security Cameras:  
The contract service and camera infrastructure are performing satisfactorily and crime has been quiet with good arrests and convictions. There has been no spike in spite of loadshedding. DT is preparing a five year plan for crime prevention including possible controlled access points. They are also planning to localise the control room by January if approved. Santareme as a separate contract is being prepared with the help of consultants. Santareme CCTV installation is underway. DT

### 7.2 Association Projects:

- Projects being considered for the 2022/23 Budget include Ann Avenue stairs (R5000), Entrance gardens upkeep (R2000), Granny's Pool upgrade, Erf 53, Advertising and communication (Association brochure printing), Events support App through an existing App. DH/WF/CG
- The Church and St Francis Tourism are planning Christmas Carols at Granny's Pool in December. DT
- **Precinct Plan for St Francis** : A Consultant has been appointed to prepare a new precinct plan for the St Francis Bay CBD area. Still awaiting notification of the start of this project. 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 beach restoration programme as well as areas such as Granny's Pool for sporting and recreation development. DH
- **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.
- **Cricket nets on Erf 400** : Matt Davis who uses the ground for his football club is to be asked whether the cricket nets are still being used and whether college parents would be prepared to maintain them. The sponsor's board needs to be removed now. Improved football field and facilities are needed. CG will investigate how the land could be improved. LA  
CG
- **Anne Avenue** : CG will get quotations to secure the stairs. He has been given a budget of approximately R5000.00. CG



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- **Two Harbours Walk Way** : DH continues to monitor the status. N Aitken is trying to organise a meeting with the Ward Counsellor and other KLM officials to discuss what is required and action to be taken. DH/NA
- **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/NA
- **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 almost completed. One property owner's boundary wall is now encroaching on to the servitude which is hampering access. Nigel Aitken has asked the building inspector to investigate. NA
- **Storm Water Drains** – Santareme : The KLM have undertaken works to clean the drains and this will continue.
- **Entrance Gardens** : CG will hand over the maintenance, weed spraying and sweeping of the entrance circle to Nigel Aitken. The bus shelter is in need of re-coating. NA/CG

## 8. Community Issues:

- The regular monthly meetings between the Chairman and the Municipal officials continue. WF
- Planning and Certificates of Occupation: No further progress. The amnesty has now expired. The Planning department is under staffed at present.
- Plot Clearing : Plot clearing is taking place 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 and the service should begin to improve. WF
- Water infrastructure: The Association continues to put pressure on KLM to replace failing water infrastructure. Water crisis is being held at bay through measures put in place by the KLM but these will not be adequate to deal with the holiday influx if sufficient rain does not fall before then to replenish the dams. CJ continues to publicise the water shortage in newsletters. CJ
- Roads: Pothole filling is taking place but the repair method is not satisfactory. The KLM will provide materials to local residents who wish to club together to repair roads themselves. NA will facilitate this for those who wish to take this action. A private contractor has been appointed by the KLM for pothole repairs. Road re-surfacing of the main arterial roads will continue as part of a three year plan by KLM. Much of the budget for this work has had to be diverted to the water crisis.
- Storm Water drains : Cleaning drains around the town and in particular in Santareme and Sea Vista is ongoing.
- Property Valuations – These will be done in the 2022-23 year, effective for the 2023-24 financial year.



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- Main Beach – problems with drinking on beaches, vandalism etc at the life savers hut and main beach have been reported to the new Peace Officer to monitor.

## 9 Other Committees

- SFBRHOA: The cost of Commercial licences has increased and commercial jetties supplied at small boat harbour and the Cove. More moorings are being created. The Cove has been refurbished and prepared for the festive Season. 3 law enforcement officers will be on duty over the festive Season. CN
- KJRC: The event at the river mouth is still under discussion but no decision has been reached. ND
- Santareme: Administrative work to establish the planned CCTV project through Calibre Security continues and the project is underway. 10 poles have now been erected, with 30 cameras and poles planned. More support for the project is being actively pursued. DH/JV/DT
- St Francis on Sea and Port : No discussion JV
- Community Policing Forum: Crime has been quiet with good arrests and convictions. There has been no spike in spite of loadshedding. It is being proposed that the emerging business people from Sea Vista being mentored by the KBF could formalise the car guarding on St Francis Drive and operate a car park. Land next to St Francis Court on Diana Crescent has been offered for such a car park. In addition they could potentially be trained to clean camera lenses beginning with these in Santareme. DT
- DVG: No discussion
- Ward Committee: LA and DT represent the CPF and SFPO on this committee. Provision of water and how it is to be managed is the top priority for the KLM and our Ward Councillor. 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. Gert Vorster has been appointed to lead the LED plan for the next year to focus on high priority investment opportunities. LA/DT  
The IDP feedback meeting for stakeholders is scheduled for 13<sup>th</sup> October at the Resort at 10 a.m. A representative from the SFPO will attend.  
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.
- 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. 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 KBF have met a group from Sea Vista to encourage them to participate in the Forum with a view to receiving mentorship and business guidance. WF  
The SFPO office is available for use as a satellite office for the St Francis Branch of the KBF. The local Branch Committee meets monthly. It is currently focussing on two primary activities:
  - Membership : building membership of the KBF in the SF business community. A new website is being developed.





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- Focus on events – supporting a number of big events, which will provide a boost to the local economy.

- Levy Relief Programme: One application is up for renewal but the full application with affidavit has not been received so far. DT
- Aesthetics Committee: LA continues to provide administration support. The lack of by-laws to make the guidelines enforceable continues to be a problem in Santareme. LA
- Kromme Enviro Trust : DH is in discussions with the KET regarding planning of development of Granny's Pool and Two Harbour Walkway. DH
- St Francis Tourism: A full calendar of events is planned. Water shortage remains a concern for future events.  
The Calamari Festival was very successful. Upcoming events include, Concours sur Mesur, The PGA, 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.
- 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.
- Indlovu Sand (Pty) Ltd Prospecting Right Application: A new item to the agenda. The mining of part of the Sand River for sand is being debated and a public participation meeting will be held on 11 October. The SFPO will monitor progress. DH

## 10 General

The hearing for the application to appeal the judgement against the KLM was heard on 26<sup>th</sup> September and the Kouga Municipality was granted leave to appeal. The SFPO NPC was denied leave to appeal alongside the KLM.

## 11. Next Meeting Friday 11<sup>th</sup> November 2022 – 11 a.m. – SFPO office/Zoom