



9 Philippa Place
St Francis Bay
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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 12th January 2024 – SFPO Office 9 Philippa Place / Zoom

ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), N Dyer (ND); C Gray (CG); P Pezarro (PLP); D Truter (DT); J Prins (JP); P Middleton (PM)
2. **Welcome**
The Chairman welcomed new Committee members Jaco Prins and Paul Middleton
3. **Apologies**
D Harpur (DH); J Viljoen (JV); Craig Northwood (CN); C Jarvis (CJ)
4. **Confirmation of the Previous Minutes**
Proposed by and seconded by PLP.
5. **Matters arising from the Previous Minutes of Meeting**
None.
6. **Finance:**
 - The financial statements for December were circulated by PLP and approved. **PLP**
 - The 2024 budget has been updated and R95 870 is committed.
 - A second membership subscription invoice run will be sent in January.
 - A group of Aldabara property owners have sponsored the repair of the stairs to the beach at Aldabara car park. Rocco Henning (RH) recently contacted WF asking if the SFPO could hold the R90,000 collected and pay the stairway contractor(s) when invoiced and approved by RH. WF agreed to do so through the SFPO Association. Once the money has been received it will be reserved exclusively for the Aldabara stairs, to be controlled by PLP.
7. **Marketing and Communication:**
 - 7.1. **Database:**
 - POPI Act Compliance – LA monitors compliance on an ongoing basis.
 - LA has received a database update for the demarcated area from the KLM. **LA**
 - 7.2. **Website, Social Media and Newsletter:**
 - A website refresh is necessary to ensure all the information is current and focussing on progress going forward. **CJ/LA**
 - A regular update on the beach and groyne project has been booked in the property section of St Francis Chronicle for the year. The first full page advertorial has appeared



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in the January issue.

- Association projects need more exposure on social media. LA to discuss with CJ possibly appointing someone to focus on this and creating regular posts. LA/CJ

7.3 Membership:

- We received 500 membership subscription payments for the 2023-24 year as at end of December. LA
- Advertising Membership renewal continues to be advertised in Info Ads, St Francis Today and all other media at CJ's disposal. CJ

8. Technical

8.1 NPC Projects

- Long Term Coastal Protection Solution (LTCPS) : The SFPO NPC is now focussed on implementing the LTCPS. Donations and loans are being sought to supplement available funding to begin the construction of the first three groyne at the Spit and Main Beach in May 2024. CN
CN has appointed Worley (formerly Advisian) for the completion of the detailed design in readiness for the construction of Phases 1 and 2 of the LTCPS. CES have been appointed for environmental services.
KLM have been engaged in terms of the appointments of both Worley for Professional Engineering services and CES for Environmental services. KLM have appointed Nomvelo Siwela as the EO (Environmental Officer) who will serve as the link between the site management and DEDEAT. KLM have appointed JG Africa EMC as the EOC (Environmental Control Officer).
Worley started the Preparation work on 4/12/2023, including the detailed design of the LTCPS, bill of quantities and tender documents required to appoint a Contractor (s) to construct the LTCPS by the end of April 2024.
- Spit – Emergency : The breaches on the spit have been repaired and work continues on Main Beach. Storm damage is being addressed by the KLM who have applied for disaster funding from Province. CN
- CCTV Security Cameras: Paul Middleton, the new owner of Calibre Security, has joined the Committee to focus on safety and security. DT

8.2 Association Projects:

- **Main Beach Pavilion/Club House and Board walk**: R10 million has been awarded toward the re-construction of ablutions and board walks at Main Beach. JP will be overseeing progress and will liaise with N Siwela (KLM Environmental Officer). JP is looking into creating a club house for the new life saving club and other facilities, as well as upgrading the dune vegetation around this area. He will be identifying a group of interested residents to give input and assistance. JP/DH
- **Cycle/Pedestrian paths** : Lighting is needed on St Francis Drive to Sea Glades especially during Season when Billy's Beach events take place. PM is concerned for safety of pedestrians at night and the speeding on this road which continues to be a concern. Costing for solar lighting will be sought and discussed with Billy's Beach management with PM/CN



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possible SFPO Association support. Road furniture (pathways, lighting etc) were planned to follow once the beach project is completed. CN holds the concept designs which were initially created.

- **Erf 400 Village Common:** Continue to await DPW decision on transfer of Erf 400 to KLM.
- **Erf 554:** No further discussion.
- **Ann Avenue Stairs:** The stairs to the beach have as yet not been replaced.
- **Granny's Pool Development & Two Harbour Walkway:** This area is a feature for visitors and is under-equipped to cope with current numbers. DH has discussed with Kromme Enviro Trust proposed contribution towards funding for the retaining wall and steps needed once the KLM has approved this..
- **Additional Cameras :** The shark point camera at the end of St Francis Drive to cover the parking area is being planned for installation.

DH

PM/JV

9. Community Issues:

- The regular meetings between the Chairman and the Municipal officials continue.
- Planning and Certificates of Occupation: No discussion.
- Plot Clearing : No discussion.
- Sewerage: The service was much improved over the Festive season.
- Water infrastructure: The Association continues to put pressure on KLM to replace failing water infrastructure.
- Roads: There is no budget available from Province for the repair of the R330. The SFPO will continue to push for urgent budget allocation. Preliminary survey testing and traffic counts are taking presently place which is a lead up to design and tender process.
- Storm Water drains : Little storm water was implemented when the town was first planned and this remains a problem through the town, especially for the condition of roads.
- Main Beach : The revetments from Main Beach to Ralph Road were all damaged in the recent storm. The ablutions and lifeguard room were also damaged and were repaired ahead of the holiday season.

WF

CN

JP



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10. **Other Committees**

- SFBRHOA: CN
- KJRC: The Season river policing was very effective and was complimented. The no wake zone from the river mouth to the Shareblock worked very well. This is likely to become permanent. ND
- Santareme: The CCTV project organised by a group of Santareme property owners, through Calibre Security is performing well. A group of residents are applying for additional CCTV poles for Tom Brown Boulevard. DH/JV/DT
- St Francis-on-Sea and Port : JV
- Community Policing Forum: The informal labour collection point developing on Assissi and St Francis Drive is of concern. The SAPS cannot act as the KLM by-law needs to be changed to allow for this. It was suggested that an area on Taragona should be identified for this purpose. This will be raised at the Ward Committee meeting. Under age drinking and bad driving behaviour were of concern during the holiday season. DT
- DVG: No discussion.
- Ward Committee: The first meeting for the year is planned for 17th January. The status of municipal accounting is to be flagged for urgent attention with a request for definitive guidance on what users need to do to rectify their accounts. DT/LA
- Sea Vista: No discussion.
- Cape St Francis: No discussion.
- Kouga Business Forum St Francis Branch:. No discussion.
- Levy Relief Programme: Applications to date have been reviewed but none have qualified. DT
- Aesthetics Committee: The first meeting of the year will be on 23rd January. LA
- Kromme Enviro Trust : No feedback
- St Francis Tourism: No discussion
- Thyspunt Alliance: No further news.
- Sea Vista Ratepayers Association : No further feedback.

11. **General**

12. **Next Meeting Friday 9th February 2024 – 11 a.m. – SFPO Office/Zoom**