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## MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 6 October 2023 – 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 Harpur (DH); D Truter (DT)
2. **Welcome**  
The Chairman welcomed all.
3. **Apologies**  
Craig Northwood (CN); J Viljoen (JV); C Jarvis (CJ)
4. **Confirmation of the Previous Minutes**  
Proposed by DH and seconded by ND.
5. **Matters arising from the Previous Minutes of Meeting**  
None.
6. **Finance:**
  - The financial statements for September were circulated by PLP and approved. **PLP**
  - It was agreed that we should provide a reserve of R100 000 for projects in the 2024 budget.
7. **Marketing and Communication:**
  - 7.1. **Database:**
    - POPI Act Compliance – LA monitors compliance on an ongoing basis.
    - The database has been updated and sent to Craig Jarvis for newsletter circulation. **LA**
    - LA will request another update. Gail Brooker has requested a full database including Santareme from the CFO of the KLM and feedback is awaited.
  - 7.2. **Website, Social Media and Newsletter:**
    - The October newsletter will go out late in the month once the annual report has been released. This will also contain a reminder for membership renewal, notification of the AGM date, Voter Registration day on 27<sup>th</sup> October and the appeal hearing date of 13<sup>th</sup> November. It will also contain a statement about the beach and revetment storm damage and news of the solar lights installation in the CBD supported by the Association through the CPF. **LA/CJ**
    - The SFPO Brochure and Membership renewal are appearing regularly in St Francis Today as well as in print in the Wildside Times. This is bringing a lot of traffic onto the



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- website. The membership renewal also runs in the Info-Ads.
- The website statistics reflect a steady number of visitors using the site as a result of these advertisements.
- LA maintains the documents on the website. CJ loads and sends our newsletter through this website. Website statistics are available from DNA Online and LA can table these monthly. CJ
- A refreshed and less passive website is needed so that important and topical documents are more easily accessed including access to What's on in St Francis through St Francis Tourism. CJ
- Building up membership numbers continues to be our priority. CJ has a regular SFPO corner in St Francis Today for the subscriptions drive with a widget directly to the payment facility.
- Social media continues to be monitored by CJ.
- CJ liaises with the KLM for the Association to extend communications on their behalf.
- 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 is included as a 16 page flipper e-magazine on our website, as well as on the St Francis Today website. This has proven to be very successful. The electronic version seems to be more popular and effective than the printed version.

### 7.3

#### Membership:

- We received 584 membership subscription payments for the 2022-23 year. Payments received from 1<sup>st</sup> July are rolled forward for the 2023-24 year. DH/ND
- ND has approached the Links management regarding boosting membership of Links property owners and they are happy for the SFPO membership to be promoted at the next members' get together on 23<sup>rd</sup> October. ND and WF will be away but DH will speak on behalf of the Association.
- The membership fee from 1<sup>st</sup> October 2023 will be R600.00 p.a. with R375.00 p.a. for pensioners. LA
- The invoice run for the 2023-24 subscription year has been sent by DNA-Online this week. LA will provide regular feedback on subscription numbers. LA
- LA will track to reflect new members, renewals and areas.
- Advertising Membership renewal continues to be advertised in Info Ads, St Francis Today and all other media at CJs' disposal. CJ
- 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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## 8. Technical

### 8.1 NPC Projects

- Beach Phase 2 : The SFPO NPC is awaiting the outcome of the Appeal against the court ruling against the SRA. The court date has been set for 13<sup>th</sup> November 2023 with judgement expected early in 2024. WF
- Spit – Emergency : The SFBRHOA and SFPO continue to monitor the status of the Spit revetment. The spit did breach during the recent storms but overall the revetment held up reasonably well. Storm damage is being addressed by the KLM who have applied for emergency funding. WF and CN will discuss this with the MM at their meeting on Monday 9<sup>th</sup> October. CN
- CCTV Security Cameras:  
All cameras have been upgraded with Lithium batteries. The cameras are all functioning well. DT reports no further down time. Three cameras were damaged in the storm at Aldabara Run, Main Beach and at the Pump house. DT

### 8.2 Association Projects:

- **Precinct Plan for St Francis** : A Consultant was appointed to prepare a new precinct plan for the St Francis Bay CBD area. The public participation meeting for this project took place on 17<sup>th</sup> February. This was a constructive meeting and 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. No further feedback available. DH/WF
- **Erf 400 Village Common**: Continue to await DPW decision on transfer of Erf 400 to KLM. The KLM have confirmed that they are not considering any plans to rezone this Erf. There is currently no safe public park area for public recreation and there is a growing need for such a facility. Erf 400 is ideally situated for this use and should be considered for rezoning from Education to Public Open Space possibly leased and managed by the SFPO. CG is working through National Public Works to establish how to go about this. A copy of the title deeds is needed to establish exactly who owns the land. CG will consult Nevil Hulett regarding this. This could possibly be a joint initiative between the SFPO and the Kromme Enviro Trust. Preserving this area as parkland would assist the storm water drainage management in the CBD. WF/CG
- **Erf 554**: 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 (554 & 400) as a shared infrastructure for a school and church, with sports fields, endangered plant species garden/protection, and additional shared parking facilities was submitted a couple of years ago. Rezoning of Erf 554 is currently in the hands of a consultant and has been prioritised. An alternative site for the church has since been found. WF/CG
- **Ann Avenue Stairs**: These are now the responsibility of the Municipality, these have been badly damaged by heavy seas. The positioning of these stairs needs to be reconsidered. A design for a timber staircase has been provided to the Municipality but CG is of the opinion that a steel staircase would be longer lasting and require less CG



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maintenance. CG reported the cost of a long term steel staircase would be around R70 000.00. A suggestion would be to place a staircase around the corner of the revetment onto Main Beach.

- **Granny's Pool Development & Two Harbour Walkway:** This area is a feature for visitors and is under-equipped to cope with current numbers. DH proposed contributing towards funding for the retaining wall and steps needed once the KLM has approved this. DH is awaiting a meeting with Maggie Langlands for further discussion. The walkway was badly damaged in the recent storm and funds are being diverted for repairs. DH
- **Erf 53 :** Public open space bordering St Francis Courts, old hotel site, and Ann Avenue. CG/CN
- **Pump House Parking :** More provision for parking in this popular area needs to be investigated.
- **Power and Water Security Proposal.** The Power and Water security proposal was sent out to members in March 2023, and we have had good feedback. Through the KBF we understand residents of Jeffreys Bay are making use of this document as well. The aim is 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 during the busy season and the continued severe drought. Guidance was sought from local experts and will make use of all reputable local suppliers and installers. Responses appear to have been made directly to service providers. The document is also available on the Home page of our website. The KLM is working towards updating its Policy to allow for power to be bought from ratepayers with the necessary upgrade to infrastructure to enable this. WF/CJ
- **Car Guards Project :** Law Enforcement have requested names of four suitable local people to become car guides equipped and monitored by them. DT will be meeting with Law Enforcement, Calibre Security and 22 Eaterie to discuss this service. DT
- **Solar Lighting Project :** A solar back up system for street lights in the CBD proposed by DT is now in place. A total of eight have now been installed by the KLM. Six of these were funded by the Association and the remaining two funded by a donation from the Rotary Club through the CPF. A sticker will be placed on each to state that lights are sponsored by SFPO and CPF. The Municipality is going out to tender to replace all the street lights to solar lights in the future. DT  
Solar lights for the Sea Vista Pathway was recommended through the Ward Committee to be financed with Ward funds to curb opportunistic crime.  
Linked to this is the cashless reward system comprising R5.00 coupons which can be redeemed at the Spar. These coupons can be used to tip the car guards or any other person giving service such as petrol attends. The Asssocation will contribute R2000 to the printing of these booklets. Calibre Security are also contributing R2000 for the printing.
- **Beach Patrols :** DT will establish whether Boots on the Ground will be conducting these patrols in Season. If not, the committee will consider providing this service again this year. DT

## 9. Community Issues:

- The regular meetings between the Chairman and the Municipal officials continue. 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 still needs to be appointed following the resignation of the incumbent. Mayoral Councillor Shena Ruth has been given responsibility for Planning WF



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- and Development.
- Plot Clearing : A moratorium has been placed on plot clearing until environmental concerns can be addressed. 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 residents. The Association has sent a letter to the Municipal Manager and Ward Councilor requesting urgent action to improve the sewerage collection service which is impacting both the standard of living of residents in St Francis and the tourism economy of our town.  
It was suggested that a proposal should be made to the Municipal Manager for residents being given the choice of either (1) paying the KLM levy and requesting KLM's honeysucker service or (2) not paying the the KLM sewerage levy and instead paying private service providers to empty their conservancy tank(s). CG will draft this letter. WF/CG
  - 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, remain low. St Francis boreholes are being used to supplement the water supply by 70%. Water purifying plants have been installed in Jeffreys Bay, Humansdorp and St Francis to filter borehole water for consumption. CJ continues to publicise the water shortage in newsletters. WF/CJ
  - Roads: Due to the increase in the price of tar, road re-surfacing has been restricted to St Francis Drive and Triton Avenue for the 2022-3 financial year which have been completed. Grand Comore to the small boat harbour should follow in the 2023-4 financial year after which we will lobby for Sunset, Canal and Sea Glades roads. Some roads could be paved opening up the possibility of sourcing funding from Kouga Wind Farm for job creation and skills development. WF/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. The dune lake behind Santareme is extensive and is being monitored in case it bursts its banks again. DH
  - Main Beach : The revetment from Main Beach to Ralph Road were all damaged in the recent storm. The ablutions and lifeguard room were damaged in the recent storm and funding is being sought for repairs to be conducted before the holiday season. WF/CN



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#### 10. Other Committees

- SFBRHOA: The pump house was severely damaged and undermined in the recent storm. The electric cabling in the pump house has been removed by the KLM and the position of the pump house may need to be reconsidered. CN
- KJRC: Alternative racks for the Paddling Club are needed due to the development at the Quays. Some Municipal land which were identified for rezoning could be made use of for this if the KLM will allow. The small boat harbour is a possibility being discussed with the SFBRHOA. ND
- Santareme: The CCTV project organised by a group of Santareme property owners, through Calibre Security is performing well. There have been very few incidents reported as a result. DH/JV/DT  
Sewerage leaks onto the walkway is an ongoing issue which needs to be addressed. There has been a marked increase in property/housing development in Santareme, and an update on Aesthetics should be investigated with a more modern set of aesthetic guidelines. JV and DH are working on this. The SFPO is active on the Future of Santareme Whatsapp group improving communication. There is now a move to establish a Santareme Committee specifically to address their areas of concern which are Sewerage, Aesthetics, Roads, Security, Delays in Planning approvals, and Certificate of Occupation difficulties.
- St Francis-on-Sea and Port : JV will approach the POA to discuss participation in the Sanatreme committee. JV
- Community Policing Forum: There is a big push to get an inspection done on our police station in order to improve the management of the station. The next meeting is set for October 25<sup>th</sup>. Chris Marais who is a very experienced former policeman has joined Calibre Security and will attend the CPF meetings. DT anticipates he will add a lot of value. DT
- DVG: No discussion.
- Ward Committee: LA and DT represent the CPF and SFPO on this committee. Meetings are scheduled for the 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. Councillor Maree has been moved from Infrastructure to Finance on the Mayoral Committee. LA/DT  
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. Staff problems continue to plague the administration at the Municipality. Problems were experienced with billing and lengthy delays are taking place in the Planning Department. A meeting for Ward Committee members to discuss the IDP with the management team of KLM has been set for 18h00 on 19<sup>th</sup> October. DT will represent the Association at this meeting.  
There is a Voter registration day planned for next year's national election on 27 October at the Links.
- 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. A group from Sea Vista have approached the SFPO for advice on setting up their own ratepayers association.
- Cape St Francis: CSF Civics are considering an alternative CCTV service provider.



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- Kouga Business Forum St Francis Branch:  
The Fan Park event at various St Francis venues proposed through the KBF for the Rugby World Cup was promoted by the SFPO through our database and media platforms. This has been well received by local venues and is being marketed by the KBF and SFPO. The Fan Park concept could be rolled-out for any large sporting event. The SFPO office is used as a satellite office for the St Francis Branch of the KBF. The local Branch Committee meets monthly and there are now 15 active members representing St Francis. 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: There are no further applications. DT
- Aesthetics Committee: Problems experienced with plans by-passing this Committee are being actively addressed by Ward Councillors and the Committee. Councillors Maree and Ruth continue to investigate the legal issues surrounding the enforcement of guidelines. LA continues to provide administration support. WF has suggested that the committee should meet with the new Planning Manager and Shena Ruth along with Bruce Brooker and Mike Morrison because of their past lengthy involvement with the Aesthetics Committee to resolve the problems with the processes and rethink the existing guidelines. JA/JV/DH/CJ
- Kromme Enviro Trust : DH is in discussions with the KET regarding planning of development of Granny’s Pool and Two Harbour Walkway. The walkway was extensively damaged in the recent storm and the KET are appealing for donations to fund repairwork. DH
- St Francis Tourism: The new committee has been elected and Dionne Collett is the new chairman. She has indicated she is interested in collaborating with the KBF. A full calendar of events is planned through the year. Events are very important to the economy of our region. Coverage of events should be included in our newsletters where possible. LA
- 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.

11. **General**

**AGM :** The AGM will take place at the Links at 16h00 on 20<sup>th</sup> December. This is an election year for the Association. DH will liaise with LA to prepare documentation and timeline.

12. **Next Meeting Friday 10<sup>th</sup> November 2023 – 11 a.m. – SFPO Office/Zoom**



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