



9 Philippa Place  
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## MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 8<sup>th</sup> March 2024 – SFPO Office 9 Philippa Place / Zoom

### ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), N Dyer (ND); P Pezarro (PLP); J Prins (JP); P Middleton (PM); D Harpur (DH);
2. **Welcome**  
The Chairman welcomed all.
3. **Apologies**  
C Gray (CG); D Truter (DT); C Jarvis (CJ); J Viljoen (JV); Craig Northwood (CN)
4. **Confirmation of the Previous Minutes**  
Proposed by PM and seconded by DH.
5. **Matters arising from the Previous Minutes of Meeting**  
None.
6. **Finance:**
  - The financial statements for February were circulated by PLP and approved. **PLP**
  - The 2024 budget has been updated and R80 870 is committed.
  - R45 000 is being held for the Aldbarra Stairs fund.
  - A second membership subscription invoice run was sent on 1<sup>st</sup> February which resulted in many subscription payments received.
  - The NPC Board and the Association Committee approved at 5.4% increase for Lyn Aitken. She is requested to record her time working for SFPO, as well as that spent working for other organisations. Contractors were requested to submit their proposals for their increases effective 1<sup>st</sup> March 2024.
7. **Marketing and Communication:**
  - 7.1. **Database:**
    - POPI Act Compliance – LA monitors compliance on an ongoing basis. The Resolution for each member of the Committee to sign agreeing to comply with the Act is to be circulated again to include the new members of the Committee. **LA**
    - LA to pursue a follow up database update. These should be supplied by KLM quarterly.
    - A database for the Santareme area is to be requested from the KLM. A legal opinion will be sought if necessary.



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- 7.2. Website, Social Media and Newsletter:** CJ/LA
- A website refresh is necessary to ensure all the information is current and focussing on progress going forward.
  - A regular update on the Long Term Coastal Protection Solution (LTCPS) project is being published on a monthly basis in the property section of St Francis Chronicle during the course of the year. The first full page advertorial appeared in the January issue and a half page advertorial booked monthly for the balance of the year. LA/CJ
  - Association projects need more exposure on social media. CJ will design post for LA to publish. Input is requested from all members for content.
- 7.3 Membership:**
- We received 591 membership subscription payments for the 2023-24 year as at end of February. This is the highest number of members to-date. 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 groynes at the Spit and Main Beach in May 2024. CN/WF  
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. The RFQ has been released. By the end of March, the detailed design, RFQ process, bill of quantities and the tender document need to be completed.
  - Spit – Emergency : The SFBRHOA and SFPO continue to monitor the status of the spit revetment and the erosion at Shore Road and pump house. CN
  - Roads : Funding for road repairs throughout Kouga is being sought by the KLM. KLM are proactively pursuing economically viable solutions to addressing the problem. Routes for the works being carried out on the LTCPS project will be identified so funding is not wasted if resurfacing commences before these works commence. The KLM are open to working partnerships with communities to provide materials if labour is supplied by communities.
  - CCTV Security Cameras: All is functioning well. DT and PM are moving ahead with applications for additional cameras. DT
- Association Projects:**
- **Main Beach Pavilion/Club House and Board walk:** R10 million was awarded by DEDEAT for the re-construction of ablutions at Main Beach and Granny's Pool and the tidal pool and two harbours walkway. The funds will be managed by the Department and not the KLM. There is potential to partner with the KLM to improve the ablution/life savers facility with a sporting facility/club house. There is some synergy between the proposed projects at Granny's Pool and what could take place at Main Beach. DH and JP will meet with N Siwela and her department to discuss an action plan. JP/DH



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- 8.2
- **Solar lights** : PM noted that brighter solar lights are needed on St Francis Drive in the CBD. He will check with DT that the specifications are correct. A meeting with DT one evening to check on the quality of the lights will be arranged before more lights are ordered. Signs with the sponsors logos on need to be created and mounted on the poles (SFPO and Rotary). PM will get these made. LA to provide logos. PM/DT
  - **Cycle/Pedestrian paths** : No discussion DH
  - **Erf 400 Village Common**: Continue to await DPW decision on transfer of Erf 400 to KLM.
  - **Erf 554**: A community park has been suggested for this Erf to include Erf 400 once the transfer from DPW has taken place. The updated Precinct Plan is outstanding for public comment. LA
  - **Ann Avenue Stairs**: No discussion.
  - **Granny's Pool Development & Two Harbour Walkway**: DH has met with Kromme Enviro Trust and discussed an action plan for proposed projects which the KET and SFPO could work on together. These include the wooden walkway from Main beach to Granny's Pool, the natural stone cemented steps left of the slipway, the retaining wall along the carpark, clearing of stone and boulders to increase to the size and base of Granny's pool, the planning of a walker friendly walkway to include access for wheelchairs along the Two Harbour walkway, enlargement of car parking area, improve the braai area and controls, improvements to public ablutions, a cycle stand to park bikes, towel storage area/lockers. Gates could be installed at entrances which could be locked at night for security. An example of a similar project taking place in Jeffreys Bay with assistance from Town of Dreams, the municipality and Lottoland Help 'n Dorp is being investigated. DH
  - **Additional Cameras** : The shark point / Mussel Ave / Otters Retreat/Landing sector cameras is being planned for installation. PM/DT

9. **Community Issues:**

- The regular meetings between the Chairman and the Municipal officials continue. The KLM have listed roads, waste water treatment and solar energy as their focus over the next two years. WF
- Precinct Plan: There appears to have been no further progress on the Precinct plan for St Francis. The Association will write a letter to request a date when this plan will be presented for public comment. WF/LA
- Municipal Accounts : This is extremely problematic at present and calls and emails are not being answered. This was raised for urgent attention at the Ward Committee meeting. WF/LA
- Plot Clearing : No discussion
- Sewerage: No discussion.
- 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. The Association will write to the Municipal Manager to demand action against those responsible for building the illegal road across the Sand River from Sunset Drive and to ensure that the river course and surrounding area are rehabilitated properly. We understand that DEDEAT have already taken action. The KLM Planning Department are to be encouraged to adopt a policy of imposing WF/CN



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rehabilitation fees for developers to ensure that road and other infrastructure is improved rather than destroyed once construction is completed.

- Storm Water drains : No discussion.

#### 10. Other Committees

- SFBRHOA: The erosion at the pump house and the flow through the canal system remains a concern. The Shore Road car park is under threat of being eroded away. (WF raised this with the MM at their last meeting.) CN
- KJRC: The chairman of the KJRC is being kept abreast of progress with the LTCPS project plan. The KJRC are monitoring the erosion at Shore Rd and the pump house alongside the SFBRHOA. ND
- Santareme: The CCTV project organised by a group of Santareme property owners, through Calibre Security is performing well. DH/JV/DT
- St Francis-on-Sea and Port : No discussion.. JV
- Community Policing Forum: No discussion. DT
- DVG: No discussion. WF
- Ward Committee: The March meeting took place this week. Councilor Maree has asked for assistance with smaller projects which the KLM are not getting to. The Association has requested a list of these projects to consider. The status of municipal accounting continues to be flagged for urgent attention. DT/LA
- Sea Vista: No discussion.
- Cape St Francis: No discussion.
- Kouga Business Forum St Francis Branch:. No discussion.
- Levy Relief Programme: No discussion.
- Aesthetics Committee: No discussion.
- Kromme Enviro Trust : No feedback
- St Francis Tourism: No discussion
- Thyspunt Alliance: No discussion.
- Sea Vista Ratepayers Association : No further feedback.

#### 11. General

#### 12. Next Meeting Friday 12<sup>th</sup> April 2024 – 11 a.m. – SFPO Office/Zoom