



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

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

ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), P Pezarro (PLP); D Harpur (DH); C Gray (CG); J Viljoen (JV); Craig Northwood (CN)
2. **Welcome**
The Chairman welcomed all.
3. **Apologies**
D Truter (DT); C Jarvis (CJ); J Prins (JP); P Middleton (PM); N Dyer (ND)
4. **Confirmation of the Previous Minutes**
Proposed by DH and seconded by PLP.
5. **Matters arising from the Previous Minutes of Meeting**
None.
6. **Finance:**
 - The financial statements for March were circulated by PLP and approved. PLP
 - The 2024 budget has been updated.
 - R45 000 is being held for the Aldabarra Stairs fund. LA to check what this is earmarked for.
 - DT to be asked to advise on whether the Levy relief fund needs to be continued. DT
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 has received the latest database update. These should be supplied by KLM quarterly.
 - A database for the Santareme area has been requested from the KLM, but not forthcoming as yet. Names can be sourced from the Valuation Roll. JV will provide his own database for Phase 4 to LA. JV
 - 7.2. **Website, Social Media and Newsletter:**
 - A website refresh is necessary to ensure all the information is current and focussing



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- on progress going forward. CJ/LA
- 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. CJ/LA
- Association projects need more exposure on social media. CJ will design post for LA to publish. Input is requested from all members for content. LA/CJ
- The Association utilises Info Ads to market membership. LA/CJ

7.3 Membership:

- We have received 602 membership subscription payments for the 2023-24 year as at end of March. This is the highest number of members to-date, and is clear confirmation that the SFPO Association is offering value to its members. The additional revenue is allowing us to invest in larger and more meaningful community projects and services. 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 2024. CN/WF
The constructability report has been received and reviewed by the SFPO NPC Technical committee. Feedback has been given to Worley and the detailed design report should be received today. The RFQ was released and is now closed.
- Spit – Emergency : The SFBRHOA and SFPO continue to monitor the status of the spit revetment and the erosion at Shore Road and pump house.
- 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 to be carried out on the LTCPS project have been identified, discussed and agreed with KLM. The intention is to ensure that road resurfacing on these specific commences only after the LTCPS work has been completed to avoid. The electrical servitude running from the R330 to St Francis Drive has been identified as a suitable route and approved by the KLM. The KLM are open to working partnerships with communities to provide materials if labour is supplied by communities. CN
- CCTV Security Cameras: The CCTV network is functioning well. DT and PM are moving ahead with applications from specific Streets for additional cameras to be funded by these Street groups. DT

8.2 Association Projects:

- A list of smaller projects from the Ward Councillor has been promised.
- **Street Signs** : A few years back we provided Alderman Rheeder with a detailed audit of required street signs. This report was never made use of. It was agreed that the Association will investigate adopting the project to provide vandal/damage proof signs such as concrete curb signs which could be branded with the Association logo to be rolled out CG/LA



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over two years, depending on the cost involved. A design mock-up needs to be sourced. CG will follow up with Greg Miller for a copy of the audit which will need to be updated. It was suggested that Sandstone in Humansdorp be approached to quote for the manufacture of moulds and/or possibility of providing skills/employment opportunity for some Sea Vista community members. CG will identify some suitable candidates, a suitable site and provide a costing estimate. CN will advise on suitable low maintenance design concept to be approved by the KLM. This will be our focus project for the next financial year with a budget R100 000 being set aside over two years.

- **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. DH met with Christa Venter and Nomvelo Siwela to discuss the plan for Main Beach which was very positive. There is some synergy between the proposed projects at Granny's Pool and what could take place at Main Beach. JP/DH

DH has requested the dates of the public participation meeting as soon as possible to ensure that we are properly represented and our requirements and plans are considered. He will suggest that the Association in collaboration with the Kromme Enviro Trust can organise this. DH will ask Greg Miller for his original application we made to DEDEAT to see how it compares to what has been granted. WF will provide a copy of the original pavilion concept to DH. It was suggested that Jason Erlank be consulted for the design of the new ablution/club house facility.
- **Granny's Pool Development & Two Harbour Walkway:** Note comments above for Main Beach. DH went with Christa Venter on a tour of JBay's wooden walkways and paths. This is a work in progress with money granted from LottoLand. She has provided DH with a copy of the application which DH and JP will examine to see how to go about applying for funding for the St Francis projects. DH/JP
- **Cycle Park Sea Vista :** KLM are looking for sponsorship for a children's cycle park in Sea Vista to learn road safety. DH
- **Solar lights :** No Feedback available. DT/PM
- **Cycle/Pedestrian paths :** No discussion
- **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.
- **Ann Avenue Stairs:** No discussion.
- **Additonal Cameras :** The Shark Point/Mussel Ave/Otters Retreat/Landing sector cameras is being planned for installation. This should be completed within the next week. JV will discuss funds with PLP at that time. JV

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: We are advised that the new Precinct plan for St Francis will be tabled toward the middle of the year for public comment. Ward Councilor will keep us updated. . WF/LA
- Municipal Accounts : This is extremely problematic at present and calls and emails are not



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being answered. This is raised regularly for urgent attention at the Ward Committee meeting.

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 KLM Planning Department are to be encouraged to adopt a policy of imposing 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.

WF/CN

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.)
- 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.
- Santareme: The CCTV project organised by a group of Santareme property owners, through Calibre Security is performing well.
- St Francis-on-Sea and Port : No discussion.
- Community Policing Forum: The last meeting took place on 10th April.
- DVG: No discussion.
- Ward Committee: The April meeting took place this week. Councillor 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. Notice of the devolvement of Erfs owned by Public Works to KLM has been circulated to committee members. LA will circulate the Notice to members. The draft IDP will be available for scrutiny on 22 April in the St Francis Bay Council offices. DH will attend the IDP meeting and ensure the beach project is included in the IDP.
- 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 : The members of this are being encouraged to engage with Peet Leen who represents Sea Vista on the CPF.

CN

ND

DH/JV/DT
JV
DT
WF

DT/LA



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11. **General**

Thatch insurance concerns have been highlighted by a new property owner who was not made aware of difficulties with thatch insurance when making his purchase. Association assistance has been requested. DH confirmed that obtaining insurance is becoming increasingly difficult and very expensive nationally. The Association agreed to write to local estate agents to make them aware of the complaint and asking them to comment.

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