



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

Friday 9th May 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) ; D Truter (DT); J Prins (JP); P Middleton (PM)
2. **Welcome**
The Chairman welcomed all.
3. **Apologies**
C Jarvis (CJ); N Dyer (ND)
4. **Confirmation of the Previous Minutes**
Proposed by CG and seconded by CN.
5. **Matters arising from the Previous Minutes of Meeting**
None.
6. **Finance:**
 - The financial statements for April were circulated by PLP and approved. PLP
 - The 2024 budget has been updated.
 - R45 000 is being held for the Aldabarra Stairs fund.
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 was circulated to the new members of the Committee and signed. LA
 - LA has received the latest database update. These should be supplied by KLM quarterly.
 - 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 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. CJ/LA
 - Association projects need more exposure on social media. CJ will design a post for LA to publish. Input is requested from all members for content. CJ/LA



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- The Association utilises Info Ads to market membership.

LA/CJ

7.3 Membership:

- We have received 604 membership subscription payments for the 2023-24 year as at end of April. 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.
- Advertising Membership renewal continues to be advertised in Info Ads, St Francis Today and all other media at CJ's disposal.

LA

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. The topographic and bathymetric surveys have been completed.

CN/WF

Worley are currently busy with the detailed design, focussing on Phases 1 and 2. Phase 1 includes 2 groynes at the the spit and Phase 2 includes 1 groyne at main beach. The first draft of the detailed design will be delivered tomorrow. 14 contractors participated in the RFQ. The tender document is being prepared and those identified to participate. 4 suitable candidates have been identified to conduct the peer review as specified by DEDEAT. Zwartbosch Quarry has been consulted regarding provision of suitable rock for the project.

Nevil Hulett has made land available for use in stock piling all materials needed for the project.

- 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. The KLM are open to working partnerships with communities to provide materials if labour is supplied by communities.

CN

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 roads commences only after the LTCPS work has been completed. The electrical servitude running from the R330 to St Francis Drive has been identified as a suitable route and approved by the KLM. KLM have committed to resurfacing damaged roads once works are completed.

- 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, particularly Lyme Rd North. Phase 4 in Santareme organised by JV is now also set to go ahead.

DT/JV

8.2 Association Projects:

- A list of smaller projects from the Ward Councillor has been promised.
- **Street Signs** : This is our focus project for the next financial year with a budget of R100 000 being set aside over two years. CG has sourced prices for concrete curb street

CG/LA



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signs and has met with Sandra Galer of SanStone in Humansdorp who can manufacture these and deliver them to the municipal yard. CG will request a quote and samples for Chromadek printed street names with the SFPO logo to be stuck on to these curbs from Signarama. He estimates that the cost to create these and place them will be around R600 each.

A few years back we provided Alderman Rheeder with a detailed audit of required street signs. CG has the report we provided our Ward Councillor with a few years ago which details 126 streets which will need at least one curb sign each. The aim is to standardise the street signage with one sign on each street initially.

- **Main Beach Pavilion/Club House and Board walk:** WF tabled documents prepared by himself and Greg Miller that were submitted to the Kouga Business Forum a few years ago. One of these projects was the replacing the ablution block at Main beach with a Pavilion. JP and DH agreed that we could adopt this project for both Main Beach and Granny's Pool. CN recommends that an overall concept and plan is put in place so that the necessary authorisation can be secured by DEDEAT when they visit the area in two weeks time.

JP/DH

It was suggested that Bruce Brooker be approached to produce the concept and that architect Jason Erlank be consulted for the design.

R10m 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.

- **Granny's Pool Development & Two Harbour Walkway:** Note comments above for Main Beach.
- **Cycle Park Sea Vista :** KLM are looking for sponsorship for a children's cycle park in Sea Vista to learn road safety.
- **Solar lights :** DT is liaising with the KLM electricians to have settings adjusted in the CBD area to provide brighter lighting.
- **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.
- **Additional Cameras :** The Shark Point/Mussel Ave/Otters Retreat/Landing sector cameras (Phase 4) is being planned for installation.

DH/JP

DT

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.
- **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 raised this with the Head of Planning at the First Thursday event last week to emphasise that the Association needs to be kept updated. DH will also ask Christa Venter, Head of Environment Dept, to keep him abreast of developments.

WF

WF/DH



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- Municipal Accounts : This is still problematic at present and calls and emails are not being answered. This is raised regularly for urgent attention at the Ward Committee meeting. The Municipality's First Thursday event last week outside the Municipal office was very helpful for resolving many of these and other issues for those that took the opportunity to come forward. LA
- Plot Clearing : No discussion
- Sewerage: No discussion.
- Water infrastructure: The Association continues to put pressure on KLM to replace failing water infrastructure. Borehole water is being treated and stored in St Francis Bay.
- Roads: There is no budget available from Province for the repair of the R330. The SFPO will continue to push for urgent budget allocation.
- 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. CN is engaging with the KLM on the matter. R6.5m has been collected for the LTCPS project. 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. Phase 4 installation is now set to go ahead. DH/JV/DT
- St Francis-on-Sea and Port : JV's group have created a roads sub committee and have held discussions with the Municipal Roads engineer. They are seeking commitment to a timeline to have all roads resealed/slurried in Santareme/St Francis-on-Sea. JV
- Community Policing Forum: The last meeting took place on 8th May. SAPS Captain Gomoshe has been promoted to Kirkwood. A new Captain is yet to be appointed for St Francis. It was noted that the spread of foot and mouth disease has led to quarantine measures being implemented between Humansdorp and St Francis. A permanent law enforcement officer has been appointed for St Francis. Tourism have approached CPF for help in removing the car guards who are becoming increasingly problematic. CPF news to be included in SFPO newsletters. DT
- DVG: No discussion.
- Ward Committee: The May meeting took place this week. The status of municipal accounting continues to be flagged for urgent attention. DT/LA
- Sea Vista: The land for housing is in the process of being transferred to the Municipality.
- 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: The Calamari Festival will take place in September and the plan is to run it over a 2 weekend and 1 week period. Tourism are hoping to brand St Francis as the Calamari Capital of South Africa. WF
- Thyspunt Alliance: No discussion.
- Sea Vista Ratepayers Association : The members of this are being encouraged to engage



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with Peet Leen who represents Sea Vista on the CPF.

WF/DT

11. **General**

12. **Next Meeting Friday 7th June 2024 – 11 a.m. – SFPO Office/Zoom**