



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

Friday 7th June 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) ; J Prins (JP); Clr L Maree (LM - Guest)
2. **Welcome**
The Chairman welcomed all and our guest, Ward Clr Lorraine Maree. For her benefit, he explained that monthly meetings are held for the three entities and their functions – SFPO NPC, SFPO Association and the Saving St Francis NPC (PBO). Each of the Association Committee members introduced themselves.
3. **Apologies**
D Truter (DT); P Middleton (PM); C Jarvis (CJ); N Dyer (ND)
4. **Confirmation of the Previous Minutes**
Proposed by DH and seconded by JV.
5. **Matters arising from the Previous Minutes of Meeting**
None.
6. **Finance:**
 - The financial statements for May were circulated by PLP and approved. PLP
 - The 2024 budget has been updated.
 - R45 000 is being held for the Aldabarra Stairs fund. These are contingency funds for repairs and maintenance as required.
 - An invoice has been received from Calibre Security for the Phase 4 pole and cameras funded by the Association for the Otters Landing area. JV will request a detailed invoice with confirmation that this is tamper-proof before it can be approved for payment. The ownership of this CCTV equipment needs to be considered/resolved. The Santareme CCTV network is paid via a rental agreement. We in turn purchased the equipment. The question of ownership and insurance needs to be resolved with PM. In the interim the Association will retain ownership.
7. **Marketing and Communication:**
 - 7.1. **Database:**
 - POPI Act Compliance – LA monitors compliance on an ongoing basis.
 - LA has received the latest database update. These should be supplied by KLM LA quarterly.



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7.2. Website, Social Media and Newsletter:

- A website refresh is underway 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 and in St Francis Today. CJ/LA
- Association projects need more exposure on social media. CJ is planning a media campaign to introduce the various Association committee members ahead of the next membership renewal year. This will include video clips and interviews conducted by CJ. This could also include Directors of the NPC. CJ/LA
- This could also be extended to include the various organisations that network with the Association.
- The Association utilises Info Ads to market membership.
- A newsletter is being planned for mid-June. LA suggested that a security update be included in this issue. LA/CJ
- The Wildside Marketing screens have been sold to SF Tourism and CJ has requested that the SFPO screen remains in place. CJ

7.3 Membership:

- We have received 604 membership subscription payments for the 2023-24 year as at end of May. 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.

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
- 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
An initiative by a group of property owners has raised funding to resurface Spray Ave and Moby Dick Wharf has been discussed with KLM. They have been requested to channel this through the SFPO NPC. The cost effective method they will use is suitable for streets such as these side roads, which carry low traffic volume. This is a pilot project which could be repeated for other groups.
- 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 DT/JV



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Street groups. The solar lights in the CBD are not bright enough and need to be re-set. LM has asked for the spotlights used during the elections to be moved to the CBD to improve the lighting. The Phase 4 camera pole has been erected.

8.2 Association Projects:

- **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 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, both reflective and non-reflective, 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.
A local emerging contractor needs to be appointed for the project.
LM requested the specs/dimensions for the curb signs be sent to her to have written into the ILUS and Aesthetic Rule at the KLM portfolio meeting to be held in two weeks time. LM is happy for this project to go ahead. The Committee agreed to go ahead with the project.

CG/LA
- **Main Beach Pavilion/Club House and Board walk**: We have been advised that the R10m awarded by DEDEAT for the re-construction of ablutions at Main Beach and Granny's Pool and the tidal pool and two harbours walkway has now been withdrawn. JP and DH have met to discuss this with the Kromme Enviro Trust. They have sent an email to the KLM Environmental head of department, Christa Venter requesting information on the process to apply for funding for a pavilion and ablutions. The walkway has been badly damaged by the recent storm and will need to be relocated in some areas in Santareme where the stability of some properties is being threatened. Architect Jason Erlank has produced a draft design linking the Main beach along to Granny's Pool and walkway to get a total concept approved in one EIA approved by DEDEAT.

JP/DH
- **Granny's Pool Development & Two Harbour Walkway**: There has been significant storm damage which will need to be repaired and pressure needs to be put on KLM to provide a longer term solution. In this emergency situation, it was agreed that a private sector quotation is to be sourced for a reinforced concrete wall with natural stone clad to be presented to the KLM for approval.

DH/JP
- **Cycle Park Sea Vista** : No discussion
- **Solar lights** : DT is liaising with the KLM electricians to have settings adjusted in the CBD area to provide brighter lighting.

DT
- **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.

JP
- **Ann Avenue Stairs and car park repair**: LM advised that budget funding is awaiting approval.

JV
- **Additonal Cameras** : The Shark Point/Mussel Ave/Otters Retreat/Landing sector cameras



(Phase 4) has been installed.

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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/DH
- 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.
- Plot Clearing : No discussion
- Sewerage: The same group of property owners that have raised funds to resurface Moby Dick Wharf and Spray Avenue are planning installation of main line sewerage. CN
- 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 from Humansdorp to Cape St Francis. The SFPO will continue to push for urgent budget allocation. Repair work from KwaNomzamo in Humansdorp to Hankey is expected to go ahead very soon.
- 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. After the storm, two potential breaches on the spit were identified and repaired within one day by a private contractor. CN has permission to submit this invoice to KLM for payment. 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 has been completed. 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 next meeting will take place on 14th June. SAPS - 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 meeting was held with SF Tourism, CBD business owners, SAPS and security companies to address the escalating car guard problem. A decision was taken to not allow car guards in the area. A plan is being put in place for joint operation between Law Enforcement, SAPS and security companies to keep the area clean during trading hours. CPF news to be included in SFPO newsletters. DT
- DVG: No discussion.



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- Ward Committee: The June meeting took place this week. 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.
- 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. WF/DT

11. **General**

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