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## MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Thursday 8<sup>th</sup> August 2024 – SFPO Office 9 Philippa Place / Zoom

### ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), D Harpur (DH); J Prins (JP); C Gray (CG)
2. **Welcome**
3. **Apologies**  
P Middleton (PM); C Jarvis (CJ); N Dyer (ND); J Viljoen (JV); P Pezarro (PLP); D Truter (DT); Craig Northwood (CN)
4. **Confirmation of the Previous Minutes**  
Proposed by CG and seconded by WF.
5. **Matters arising from the Previous Minutes of Meeting**  
None.
6. **Finance:**
  - The financial statements for July were circulated by PLP and approved. PLP
  - The 2024 budget has been updated.
  - R45 000 is being held for the Aldabara Stairs fund. These are contingency funds for repairs and maintenance as required.
  - The new membership year will commence on 1<sup>st</sup> October. A renewal invoice run is being prepared for late September.
7. **Marketing and Communication:**
  - 7.1. **Database:**
    - POPI Act Compliance – LA monitors compliance on an ongoing basis. LA
    - Databases should be supplied by KLM quarterly. PLP
    - DH suggested that PLP might be able to on-send a renewal notice to all the Santareme CCTV subscribers, provided this does not contravene POPIA. DH
    - The Chairman of the Links Board to be approached for a meeting to discuss the beach project and Association membership. DH will talk to Gert Vorster of the Links Board in this regard. DH
    - The various Port Home Owners Associations are to be approached to encourage their members to support the Association through membership. WF
    - The River Estates are also potential subscribers and could be approached through the KJRC. CG will discuss with KJRC Chairman David Hurr. CG



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## 7.2. Website, Social Media and Newsletter:

- The website has been refreshed with all the current information and focussing on progress going forward. Each time a refresh takes place LA will notify committee members for comment. 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 has launched a media campaign to introduce the various Association committee members, and other prominent community members ahead of the next membership renewal year. These are being well read. CJ/LA
- The Association utilises Info Ads to market membership.
- A newsletter for August needs to be planned. It is suggested that the next issue should focus on Association projects over the year and going forward aimed at driving up membership renewals for the next year. A newsletter with timeline for the groyne project can be planned toward the end of the month. LA/CJ
- Clear communication, differentiating the Association from the NPC is increasingly important. Andrew Bowren is involved for the SFPO NPC perspective. LA

## 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. It also lends representational weight for our Association. LA
- 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) :

Parallel activities currently running are :

1. The detailed design is complete, and the Peer review is underway. CN/WF
2. Submission of all material required for the Environmental Authorisation approval to start the project handled by CN and CES. This should be ready for submission next week.
3. The first meeting of the EMC (Environmental Monitoring Committee) has been set for 22<sup>nd</sup> August 2024 with all representatives appointed including SFPO NPC, SFPO Association, Kromme Joint River Committee, Kromme Enviro Trust, Kouga Business Forum, DEDEAT and KLM. The Association is represented by JP and DH.
4. Issue and finalisation of the RFP: Worley are aiming to issue this by the 12<sup>th</sup> August.
  - Loan Agreements between the SFPO NPC and the PBO NPC are in place.
  - 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 KLM. KLM are proactively pursuing economically viable solutions to addressing the problem. KLM are



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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. Car Guard Removal : The effort to remove car guards from the CBD has met with success in the most part. An operation with SAPS, Security companies, Law Enforcement and CPF members was done and thereafter Law enforcement officer Witbooi and Calibre Security continually removed car guards from the area. Calibre have now put out a proposal to the businesses involved to be reimbursed for patrolling. Pamphlets were printed and handed out asking restaurant patrons to not pay any car guards.

DT/PM

Sea Vista has been relatively quiet lately mainly due to local residents maintaining discipline in their own areas.

There was a success story in early August when a vehicle stolen in PE was picked up entering St Francis. It was tracked by Atlas and SAPS notified. Vehicle was recovered and arrests made.

Atlas have not yet finalised their proposal to add more poles and cameras to our system. This should be presented shortly and is based on extending the contract for a further period at no additional monthly cost to the NPC.

The additional poles are planned to allow tighter security around the borders of St Francis as well as strategically placed internal poles. There will also be LPR cameras along main routes inside St Francis to allow improved tracking of vehicles once they have entered.

## 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 go ahead and order 100 of these to commence the project. The curb stones will replace all the standing street signs which will be removed. CG has quotes 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. LA has received feedback from Ward Councilor Maree confirming approval of the proposed curbs from the Roads Engineer. The Riparian HOA have agreed to allow the use of their portion of the Municipal yard to store the concrete curbs while installation is in progress.

CG/LA

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. The aim is to be on-site within 5 weeks.

- **Main Beach Pavilion/Club House and Board walk**: JP and DH have met with Si Cunneen (KET) and various other parties. However, there has been no feedback from the municipality (Christa Venter) on the queries and next steps raised. JP has met with Bruce Brooker with regard to preparing a detailed design for the whole area which will be required for the EIA application. 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. CN will advise WF when the next meeting of all concerned parties

JP/DH



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will take place so that WF can involve the KBF in the discussion with a view to making this a joint project between the SFPO, KBF and KET.

- **Erf 53** : WF will provide a copy of our written Spatial Development Framework submission which includes Erf 53 (public open space) to the Councilor Ruth, DH and JP to ensure that this is included in planning for the future, possibly as primary access to Main beach. DH and JP will discuss with surrounding property owners. The Association is calling for a workshop to discuss this proposal along with the Kouga Business Forum. Erf 53 should be included in an overall EIA for the beach front. CG will source a surveyor general's drawing for Erf 53. DH/JP/CG/  
WF
- **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, the walkway which was badly damaged by storm surge, will need to be relocated in some areas in Santareme where the stability of some properties is being threatened. Despite the erection of warning signage, DH reports walkers on the 2 Harbours Walkway continue to destabilise the area in front of threatened homes where the critical large dune is being badly eroded by the sea and rain water. One property owner has been given environmental approval to repair his revetment. DH/JP
- **Cycle Park Sea Vista** : No discussion.
- **Solar lights** : DT is liaising with the KLM electricians to improve the effectiveness of both the electric and solar street lights in the CBD. DT
- **Cycle/Pedestrian paths** : No discussion
- **Erf 400 and Erf 554 Village Common**: The Association attended the CBD Precinct Planning public participation meeting held earlier this week. Both these erf's will not be used for development and will be reserved as a green lung for the town. We continue to await DPW decision on transfer of Erf 400 to KLM. A community park has been suggested for Erf 544 to include Erf 400 once the transfer from DPW has taken place.
- **Ann Avenue Stairs and car park repair**: The contractor appointed for repairs to Ann Avenue and Ralph Roads and car park will be on site through to September. JP has asked Nomvelo Siwelo (ECO) to attend to the municipal revetment which needs to be stabilised. JP
- **Additional Cameras** : No discussion.

## 9. Community Issues:

- The regular meetings between the Chairman and the Municipal officials continue. KLM have listed roads, waste water treatment and solar energy as their focus over the next two years. WF
- Precinct Plan: The Association attended the CBD Precinct Planning public participation meeting held earlier this week. 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 LA
- 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.
- 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. CN
- Roads: We were told that there is no budget available from Province for the repair of the



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R330 from Humansdorp to Cape St Francis this year. The SFPO will continue to push for urgent budget allocation. Repair work from KwaNomzamo in Humansdorp to Hankey is expected to go ahead within this budget year.

- 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. CN
- KJRC: The chairman of the KJRC is being kept abreast of progress with the LTCPS project plan. The proposed dredging programme is being discussed between chairman David Hurr and CN. The new licence fees for 2024/5 came into effect on 1<sup>st</sup> July and can be accessed on the website. 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 last meeting took place on 14<sup>th</sup> June. A public meeting will be planned for mid August. 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. DT
- DVG: No discussion.
- Ward Committee: The August meeting took place this week.
- 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: WF has handed over chairmanship to Frank Harpur. He has suggested a joint project between SFPO and KBF, as well as possibly the Kromme Enviro Trust, for the beach pavilion development at Main Beach. WF
- Levy Relief Programme: One further application has been received and was approved. DT
- 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 branding St Francis as the Calamari Capital of South Africa. WF
- Thyspunt Alliance: No discussion.
- Sea Vista Ratepayers Association : This group continue to be monitored. WF/DT

#### 11. General :

Lyn Aitken will be on leave for the first 2 weeks in September and the next meeting date has been set to take place after her return to office. LA

#### 12. Next Meeting Friday 20<sup>th</sup> September 2024 – 11 a.m. – SFPO Office/Zoom