



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
St Francis Bay
6312

MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 20th September 2024 – SFPO Office 9 Philippa Place / Zoom

ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), J Prins (JP); C Gray (CG); P Middleton (PM); J Viljoen (JV); P Pizarro (PLP); D Truter (DT)
2. **Welcome**
3. **Apologies**
D Harpur (DH); C Jarvis (CJ); N Dyer (ND); Craig Northwood (CN)
4. **Confirmation of the Previous Minutes**
Proposed by PLP and seconded by CG.
5. **Matters arising from the Previous Minutes of Meeting**
None.
6. **Finance:**
 - The financial statements for August were circulated by PLP and approved. PLP
 - The 2024 budget has been updated.
 - R77 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 1st October. A renewal invoice run is being prepared for 4th October.
7. **Marketing and Communication:**
 - 7.1. **Database:**
 - POPI Act Compliance – LA monitors compliance on an ongoing basis.
 - Databases should be supplied by KLM quarterly. LA to request an update. LA
 - 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
 - Association projects will be given more exposure through Info Ads and St Francis Today as well as social media.
 - The Association utilises Info Ads to market membership.
 - A newsletter needs to be planned to focus on Association projects over the year and CJ/LA



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
St Francis Bay
6312

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 once the RFP process is completed..

- Clear communication, differentiating the Association from the NPC is increasingly important. Andrew Bowren is involved for the SFPO NPC perspective.

LA/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. It also lends representational weight for our Association. LA will extrapolate the number of subscriptions paid at the pensioner rate.
- Advertising Membership renewal continues to be advertised in Info Ads, St Francis Today and all other media at CJ's disposal. In addition, a half page advertisement is appearing in September issue of the SF Chronicle.

LA

LA

8. Technical

8.1 NPC Projects

Long Term Coastal Protection Solution (LTCPS) :

Parallel activities currently running are :

1. The detailed design was finalised before the RFP was issued.
 2. The Peer review was conducted, and the final report is being finalised.
 3. 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.
 4. The first meeting of the EMC (Environmental Monitoring Committee) took place on 22nd 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. Justin O'Riain will chair these meetings.
 5. Issue and finalisation of the RFP: Worley have issued the RFP and a three week extension was granted for contractors to submit bids by 27th September. We will then be able to assess whether the submissions are within our funding reach. If affordable, the tender will be awarded and this will be communicated to the public and planning for works to go ahead can commence.
- 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.
 - 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 open to working partnerships with communities to provide materials if labour is supplied by communities.

CN/WF

CN

CN



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
St Francis Bay
6312

CCTV Security Cameras: The CCTV network continues to function well.

A safety plan is being prepared and an ambulance service will soon be permanently available in St Francis. PM hopes to have this in place by end of November. DT/PM

Atlas have not yet finalised their proposal to add more poles and cameras to our system. This should be presented in the beginning of October and is based on extending the contract for a further period at no additional monthly cost to the NPC. Calibre are investigating taking control of all monitoring.

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.

CG will oversee the project roll-out commencing in the centre of the village. JV offered to assist with placement in Phase 4 St Francis on Sea and Port areas.

- **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. JP met with Architect Jason Erlank again. He had 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. To finalise this design, a survey has been requested and a quote for this is awaited. KET will be approached to contribute to the cost of a survey. The KLM is doing an EIA from Jeffreys Bay to Cape St Francis for all the municipal infrastructure along the coastline. JP has requested further information as this may mean that this EIA is not necessary. JP/DH

- **Erf 53** : WF provided a copy of our written Spatial Development Framework submission which includes Erf 53 (public open space) to Councilor Ruth for 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



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
St Francis Bay
6312

- **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 erfs 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 has almost completed the works. JP has asked Nomvelo Siwelo (ECO) to attend to the municipal revetment which needs to be stabilised and beach access created. CN is following up with the KLM MM regarding repairs to George Rd car park ahead of December season. JP
- **Additional Cameras :** No discussion.
- **Aldabarra Run Stairs :** We have been asked to find a local installer to fit replacement stairs if possible before the December season. CG will call Rocco Henning to discuss what repairs are required. Funds for these repairs are held in the Association account and the Committee agree to contribute to the cost of maintaining these stairs. CG

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 last month. LA will follow-up with Councilor Ruth regarding further consultation. LA
- 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. LA
- 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.
- 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. LA will follow-up on the advertised upgrade of the infrastructure for Canal Rd and Sea Glades. LA
- Roads: We were told that there is no budget available from Province for the repair of the 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 CN



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
St Francis Bay
6312

expected to go ahead commencing September.

- 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 1st 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. JV requested that storm water drainage for Santareme be followed up at the next meeting with the MM. DH/JV/PM
- 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. Phase 4 CCTV installation has been completed and will go live by 1st November. An SRA will be investigated to expand support for the CCTV coverage growth. JV
- Community Policing Forum: The last meeting took place on 14th June. A public meeting will be planned. 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. The CPF have donated a laptop for the Law Enforcement officer and he has been provided with office space at Calibre. The CPF are working on measures to ensure that he is permanently stationed in St Francis. DT
Car Guard Removal : The effort to remove car guards from the CBD has met with some success. The Law enforcement officer Witbooi and Calibre Security continually removed car guards from the area. Unfortunately, Law Enforcement could not be called out continually as his overtime hours exceeded the allowed number so Calibre had to handle most of the calls. Calibre have now put out a proposal to the businesses involved to be reimbursed for patrolling.
Sea Vista has been relatively quiet lately mainly due to local residents maintaining discipline in their own areas. DT and WF met with SVPO members recently.
The proposed road closure for the Billy's Beach events has gone out for public participation.
Poaching of perlemoen and wildlife is on the increase.
- DVG: No discussion.
- Ward Committee: DT and LA were both away for the last meeting. DT/LA
- Sea Vista: The land for housing is in the process of being transferred to the Municipality. The electrification proposal of the informal settlements by the Mayor needs to be followed up through the Ward Committee to prevent any further protest action. LA will raise at Ward Committee. Public Works have granted permission for this electrification to take place on their land. LA/PM
- 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 WF



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594

eMail: info@sfpo.co.za

Website: www.stfrancispropertyowners.co.za

PO Box 18
St Francis Bay
6312

Kromme Enviro Trust, for the beach pavilion development at Main Beach

- Levy Relief Programme: One further application has been received and approved. Further donations will be needed for this fund. WF/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.
- Thyspunt Alliance: No discussion.
- Sea Vista Ratepayers Association : This group continue to be monitored.

11. **General :**

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