

MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 11th October 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); P Pezarro (PLP); D Harpur (DH); N Dyer (ND)	
2. Welcome	
3. Apologies C Jarvis (CJ); J Viljoen (JV); Craig Northwood (CN); D Truter (DT)	
4. Confirmation of the Previous Minutes Proposed by CG and seconded by JP.	
5. Matters arising from the Previous Minutes of Meeting None.	
6. Finance <ul style="list-style-type: none">• The financial statements for September were circulated by PLP and approved.• A draft 2025 budget has been prepared.• R77 000 is being held for the Aldabara Stairs fund. These are contingency funds for repairs and maintenance as required.• We have not been invoiced for the Association's share of the public liability insurance. LA will follow up with Gail Brooker (Financial Manager for the SFPO NPC).• The new membership commenced on 1st October. A renewal invoice run was sent on 5th October. LA will request a re-send as many committee members have not received the emailed invoice.	PLP LA LA
7. Marketing and Communication	
7.1. Database <ul style="list-style-type: none">• POPI Act Compliance – LA monitors compliance on an ongoing basis.• Databases for the SRA Demarcated area should be supplied by KLM quarterly. LA has requested an update.	LA
7.2. Website, Social Media and Newsletter <ul style="list-style-type: none">• 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.• Association projects will be given more exposure through Info Ads, St Francis Today,	CJ/LA

and social media.

- The Association specifically uses Info Ads to market membership. CJ/LA
- A newsletter is planned to focus on Association projects over the year and going forward aimed at driving up membership renewals for the next year. 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. Approximately one third of subscriptions paid are 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. LA

8. Technical

8.1 NPC Projects

- **Long Term Coastal Protection Solution (LTCPS)**
 - The RFP is still underway with Worley assessing the bids.
 - Loan Agreements between the SFPO NPC and the PBO NPC are in place. CN/WF
- **Spit – Emergency Revetment**

The SFBRHOA and SFPO continue to monitor the status of the spit revetment and the erosion at Shore Road and pump house. DEDEAT have refused permission for the river to be dredged. 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 open to working partnerships with communities to provide materials if labour is supplied by communities. CN
- **CCTV Security Cameras**

The CCTV network continues to function well. DT/PM

8.2 Association Projects

- **Street Signs**

This is our focus project for the next financial year with a budget of R60 000. 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 Councillor Maree confirming approval of the proposed curbs from the Roads CG/LA

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.

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 & Granny's Pool Amenities**

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 completed. KET will contribute 50% of the cost of the survey. The KLM is doing an EIA from Jeffreys Bay to the River mouth as well as Cape St Francis for all the municipal infrastructure along the coastline. The EIA for St Francis Bay is planned next and JP is liaising with KLM regarding our project and will submit Jason Erlank's drawings. Once the drawings are completed JP will circulate to committee for discussion. JP will work on a presentation to present at the AGM.

JP/DH

- **Erf 53**

WF provided a copy of our written Spatial Development Framework submission, which includes Erf 53 (public open space), to Councillor 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 fo 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 is being applied 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.

DH/JP

- **Cycle Park Sea Vista**

No discussion.

DT

- **Solar lights**

DT is liaising with the KLM electricians to improve the effectiveness of both the electric and solar street lights in the CBD.

- **Cycle/Pedestrian paths**

No discussion.

- **Erf 400 and Erf 554 Village Common:**

The Association attended the CBD Precinct Planning public participation meeting held last month. 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.

JP

- **Ann Avenue Stairs and car park repair:**
 The repairs to Ann Avenue and Ralph Roads and car park is complete. JP has asked Nomvelo Siwelo (ECO) to attend to the municipal revetment which needs to be stabilised and beach access created. He has submitted a list of requirements to KLM to make the Ann Avenue area ready for the upcoming holiday season. CN is following up with the KLM MM regarding repairs to George Rd car park ahead of December season. CG
- **Additional Cameras :**
 No discussion. PM/ND
- **Aldabarra Run Stairs :**
 We have been asked to find a local installer to fit replacement stairs if possible before the December season. CG is discussing this with Rocco Henning. Funds for these repairs are held in the Association account and the Committee agree to contribute to the cost of maintaining these stairs.
- **Ambulance Service :**
 The Association will promote this service to their members. ND will consult with The Links to see how their members can be encouraged to support this.

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. Further consultation has still to take place. LA
- Municipal Accounts : There has been some improvement in the billing system. There is now a KLM accounts department staff member situated in St Francis Municipal office. 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 mainline 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.
- 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. However, it is on the list for 2026. The SFPO will continue to push for urgent budget allocation. Repair work from KwaNomzamo in Humansdorp to Hankey is under way. CN
- 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. KJRC requested space in the next newsletter to create awareness problems with erosion at the river mouth and river safety, particularly during the holiday season. 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 and to have effective storm water drainage created. 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: A safety plan is being prepared and an ambulance service is now available in St Francis. This can be reached through Calibre Security. DT
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.
Crime has been very quiet recently. PM and DT attended the Safety Summit which was organised by the Mayor and found it very informative and beneficial.
Sea Vista has been relatively quiet lately mainly due to local residents maintaining discipline in their own areas.
Poaching of perlemoen and wildlife is on the increase.
- DVG: No discussion.
- Ward Committee: DT and LA attend these meetings. LA will raise the poor communication of public meetings such as the IDP public participation. 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 was followed up through the Ward Committee as there is concern of further protest action. We are assured that progress is being made. Public Works have granted permission for this electrification to take place on their land.
- Cape St Francis: No discussion.
- Kouga Business Forum St Francis Branch: No discussion
- Levy Relief Programme: One further application has been received and approved. Further donations will be needed for this fund. WF
PP
- Kromme Enviro Trust : No discussion.
- St Francis Tourism: The Calamari Festival took place in September. Tourism have branded 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

AGM : This has been booked for 16h00 on 17th December 2024 at St Francis Links.

12. Next Meeting Friday 8TH November 2024 – 11 a.m. – SFPO Office/Zoom