



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

Friday 8th November 2024 – SFPO Office 9 Philippa Place / Zoom

ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), C Gray (CG); P Pezarro (PLP); D Harpur (DH); Craig Northwood (CN); D Truter (DT)
2. **Welcome**
3. **Apologies**
C Jarvis (CJ); N Dyer (ND); P Middleton (PM); J Prins (JP)' J Viljoen (JV)
4. **Confirmation of the Previous Minutes**
Proposed by CG and seconded by DT.
5. **Matters arising from the Previous Minutes of Meeting**
None.
6. **Finance**
 - The financial statements for October were circulated by PLP and approved. PLP
 - A draft 2025 budget has been prepared.
 - R92 000 is being held for the Aldabara Stairs fund. These are contingency funds for repairs and maintenance as required. Disbursements have commenced to the contractor appointed to repair these stairs.
 - The new membership drive commenced on 1st October. A renewal invoice run was sent on 5th October. 420 subscriptions have been received as at 31st October. LA
7. **Marketing and Communication**
 - 7.1. **Database**
 - POPI Act Compliance – LA monitors compliance on an ongoing basis.
 - Databases for the SRA Demarcated area should be supplied by KLM quarterly. LA has received the latest 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, St Francis Today, and social media.
 - The next newsletter is to focus on readiness for the upcoming Fesitve Season and CJ/LA



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safety and security measures.

- The Association specifically uses Info Ads to market membership.

LA/CJ

7.3 Membership

- We have received 420 membership subscription payments for the 2024-25 year as at end of October. The 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. Bids are being assessed and then negotiations will commence with the preferred contractor.
 - Loan Agreements between the SFPO NPC and the PBO NPC are in place.
- **Spit – Emergency Revetment**
The SFBRHOA (Riparians) 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. A group of property owners have raised funds to resurface Moby Dick Wharf and Spray Avenue and are planning installation of mainline sewerage. The Association will publicise this and encourage other residents to consider following similar processes.
- **CCTV Security Cameras**
The CCTV network continues to function well.

CN/WF

CN

CN

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 SanStone in Humansdorp will manufacture these and deliver them to the municipal yard. CG has ordered 100 of these to commence the project. The curb stones will replace all the stading street signs. A test/prototype curb will be made up and placed at Philippa Place with others on arterial roads and Harbour Road ahead of the holiday season. 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

CG/LA



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Ward Councillor Maree confirming approval of the proposed curbs from the Roads Engineer. The SFBRHOA 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 St Francis-on-Sea and Port areas.

- **Main Beach & Granny's Pool Amenities**

Bruce Brooker prepared a detailed design for the whole area as required for an 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. To finalise this design, a survey has been completed. KET will contribute 50% of the cost of the survey. PLP received a copy of the drawing with the invoice for our 50% from JP which he will forward to the Committee.

JP/DH

Jaco Prins provided his report for the meeting.

He has been in touch with the person from National Government in terms of the beach project who Christa Venter and Nomvelo Siwela indicated would assist in driving the project and obtain the EIA. Unfortunately her feedback was not positive. Essentially there are no funds, there is also no timeline for funds and that SFPO should look at implementing the project full-cycle and not look at the prior approved EP Projects i.e. that is the original R10mil project and scope that was approved.

JP also met Nomvelo Siwela last week at Main beach, and her view was that the project, if it happens, is years away. They discussed perhaps beautifying the area, adding topsoil on the municipality plot and planting vegetation in the interim.

Jason Erlank is busy with designs and we will have something to present for the December AGM.

JP suggests we should just focus on a smaller area that could be funded by donations / fundraising.

DH raised concern with the revetment at Ann Avenue and the surge which is coming around the revetment and breaking through into the old hotel site and Erf 53. Urgent action is needed and the Phase 1 EIA with cover this. CN will take this up with KLM.

CN

- **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 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 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



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- **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. 10 solar lights will be erected along St Francis Drive from Spray Ave to Sea Glades Drive sponsored by Billy's Beach. DT
- **Cycle/Pedestrian paths**
No discussion.
- **Erf 400 and Erf 554 Village Common:**
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 / George Rd Stairs and car park repair:**
The repairs to Ann Avenue and Ralph Roads and car park is complete. JP has asked Nomvelo Siwela 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. JP
JP reported that beach sand was promised from the Quays development for the George Road repair, but unfortunately the engineering department took too long to confirm or suggest a different approach to our suggestions, and therefore we lost the sand which was dumped at Humansdorp. Andre Koopman (from the municipality) is working on a solution for George Rd.
- **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 has discussed this with Rocco Henning and has recommended that hand railing is necessary. Funds for these repairs are held in the Association account and the Committee agree to contribute to the cost of maintaining these stairs. Disbursements to the appointed contractor have commenced. Liability signage is required and LA will prepare a letter from CG to Christa Venter at KLM requesting signage to be erected or appropriate wording so that the Association can create signage to erect. 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. Further consultation has still to take place.
- 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 LA
- 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. They have signed an agreement between themselves and the KLM. CN
- Water infrastructure: The Association continues to put pressure on KLM to replace failing



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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 2025. 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 : JV has requested that this is on the agenda for meetings with the KLM.
- Ambulance Service :
The Association will promote this service to their members. WF will arrange for him and ND to meet with Sakkie Burger at The Links to discuss, including a block membership of the SFPO with The Links and formulate a proposal. LA will draft a proposal. PM/ND/WF

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. Preparations for festive Season are underway. Patrols will run daily from 07h00 to 19h00. The white bollards were not correctly replaced after repair work on shore Rd and parking is obstructed. LA will raise at Ward Committee meeting. 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. 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 reported that there will be a meeting for Sea Vista residents with the Deputy Mayor to address ongoing threats of protest action over provision of electricity. DT
The next meeting of the CPF is on 21st November.
SAPS - A new Captain is yet to be appointed for St Francis.
Boots on the Ground will be active over Festive season sponsored by KLM. Main Beach, Grany's Pool and CBD will be covered. Our local Law Enforcement officer will be stationed in St Francis permanently over Season.
Neighbourhood Watch has been inactive lately and there is a campaign to increase active volunteer membership. This will be coordinated by new CPF member, Clint Carstens. SFPO will promote this through the newsletter. The NW will operate from the Calibre Security office.
During the Billy's Beach events in late December and January, it is proposed closing St Francis Drive from Spray Ave to Grand Comore to detour along Spray Avenue for safety of pedestrian patrons. A public participation meeting will need to be called.
- DVG: No discussion.



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- Ward Committee: DT and LA attend these meetings. The final meeting for this year is to be on 15th November. 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. WF
- Levy Relief Programme: One further application has been received and approved. Further donations will be needed for this fund. PP
- Aesthetics Committee : The last meeting for the year will be on 26 November LA
- Kromme Enviro Trust : No discussion.
- St Francis Tourism: LA attended the AGM in October..
- 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. This is not an election year.

12. **Next Meeting Friday 6th December 2024 – 11 a.m. – SFPO Office/Zoom**