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**ST FRANCIS PROPERTY OWNERS NPC**  
**MINUTES OF THE ANNUAL GENERAL MEETING**  
**HELD AT ST FRANCIS LINKS**  
**ON TUESDAY 17TH DECEMBER 2024 AT 17H00**

**PRESENT : Board Members, Guests and Members Present**

**Board Members :**

W Furphy	(Chairman of the Board)
C Gray	(Vice-Chairman of the Board)
P W Mountford	
A J Bowren	
D Truter	
M K Stewart	
G Brooker	(Accounting Officer)
L Aitken	(Administration Manager)

**Apologies**

C Northwood - Board  
K Vyvyan-Day - Board  
G Wright - Board

**Guests:**

Hattingh Bornman – KLM Executive Mayor  
Lorraine Maree – Ward 12 Councillor.

**1 Welcome**

The meeting was chaired by Board Director Peter Mountford. He welcomed and thanked all for attending. He introduced the KLM Executive Mayor Hattingh Bornman to the meeting.

## Agenda

1. Welcome
2. Proxies
3. Determine if there is a quorum
4. Approve minutes of previous Annual General Meeting
5. Directors' Report
6. Consider and approve the audited financials for 2024
7. Voting on proposed resolutions
8. Other business to discuss
9. Close of meeting

The meeting was recorded for minuting purposes.

### 2. **Proxies**

Proxies votes were encouraged before the start of this meeting. Those that had not already submitted votes were asked to proceed to the website and submit their votes online or to complete the voting form available at registration desk at the end of the meeting.

### 3. **Quorum**

73 Members attended. The minimum number required for a quorum is 20, and a quorum was therefore declared.

### 4. **Approval of Minutes of Last AGM**

The minutes of the last AGM on 1st December 2023 were taken as read and approved.

Proposed by Miles Japhet; Seconded by James Moore.

### 5. **Directors' Report**

The annual report for 2024 was circulated to the entire email database ahead of the AGM and is available on the website – [www.stfrancispropertyowners.com](http://www.stfrancispropertyowners.com)

#### **Presentation :**

Director Wayne Furphy proceeded to present the Directors' Report. A copy of this Power Point presentation is available on the website - [www.stfrancispropertyowners.com](http://www.stfrancispropertyowners.com)

He recapped for the meeting on the status quo in St Francis as at 2018 through to the present status quo.

SFPO NPC and Municipality are working in the spirit of a Public/Private Partnership and the meeting was asked to welcome our Executive Mayor, Hattingh Bornman to give a short address on the Municipality & Kouga region.

Mayor Bornman explained that our area is one of the fastest growing in the country which comes with its challenges for the Municipality. He was very excited to announce plans for the road infrastructure. Starting in February 2025 the roads project will be launched and R200 million will be spent on resealing tarred roads over the next two years. This will begin in Humansdorp followed by St Francis and Jeffreys Bay and the other seven towns in Kouga. He thanked those residents who have partnered with the Municipality to fix their own roads in the meantime.

Water security is of critical importance. Should our dams run dry, St Francis is now completely self sufficient with the new borehole infrastructure and state of the art plant to purify this water. He apologized that reticulation remains a big problem with frequent pipe bursts made worse by the increased pressure in peak Season. Over time the old asbestos pipes are being replaced. In the new year, they will be installing pressure restrictors to reduce occurrence of pipe breaks while replacement of the old reticulation system is being rolled out.

The sewerage collection will largely remain dependant on suction tankers in the short term. In the longer term there is a sewerage master plan to replace the old suction system with water borne sewerage which will require upgrades of all the sewerage plants in the region.

There has been a concerted effort to improve customer service at the Municipality in all departments. More skilled and qualified people are being employed and with improved management and training, service levels are improving.

In St Francis 344 building plans were approved in the period from January to October this year. While there is sufficient capacity for this growth, the reticulation systems need urgent attention.

He thanked the SFPO NPC Board for their excellent working relationship with the Municipality, and promised the Municipality's commitment to do their part in working alongside the Board on the projects under discussion.

Wayne Furphy then returned the meeting to the Directors' report, with the current status. Investor confidence has clearly been restored and it is very nice to see that younger people with families are moving in as permanent residents, contributing to the local economy and building businesses.

In summarizing the 2023/4 year, he noted that after the Supreme Court of Appeal overturned the High Court Ruling declaring the SRA and levy unlawful, work was officially re-started on the LTCPS (Long Term Coastal Protection Scheme i.e. the River, Spit & Beach restoration) project on 5 December 2023.

#### **LONG TERM COASTAL PROTECTION SCHEME :**

Worley (formerly Advisian) committed to a 5 month project timeline to end of April 2024 to:

- Complete the Detailed Design of the LTCPS
- Conduct an RFQ (Request for Qualification) process to shortlist bidders for the RFP
- Prepare and issue the RFP (Request for Proposal)
- Recommend the preferred Bidder
- Negotiate the contract, scope of work and final price

Worley were appointed to complete the design (3 groynes and beach nourishment), RFP (tender process) and management of construction for the Spit, and Main Beach as mandated in the EIA.

There are 5 parallel processes that need to be completed as part of the design/tender process:

- Detailed Design (validation of the Preliminary Design) : Worley had concerns re the ease of construction of the groynes. Adjustments were made to the height and crest width of the groynes to enable ease of construction in all tidal conditions. Although this is a more robust design, it resulted in a lot more rock material being required. Our original budget was based on the preliminary design and the finalized detailed design must be affordable.

- Peer Review of the Detailed Design which is being conducted by an independent expert. This can only be

completed on finalization of the Detailed Design, which in turn is dependent on the design ultimately agreed with the contractor appointed to construct the groynes.

- Environmental Management and Control : CES (environmental consultancy) were appointed to manage this process. In addition, Dylan Anderson has been appointed the ECO (Environmental Control Officer) supported by Dr Ted Avis (a Director of CES). Dylan was asked to expand on this function and the pre-construction documentation which needs to be submitted to DEDEAT ahead of commencement of the works. This is 90% completed. The EMC (Environmental Monitoring Committee) has been established to ensure compliance with all EA requirements, pre and post construction. This oversight committee will comprise the following representative organizations : DEDEAT, Kromme Enviro Trust, Kromme Joint River Committee, SFPO NPC, SFPO Association, Kouga Business Forum and Kouga Municipality.

- Tender process to select a Contractor to construct the LTCPS : The Request for Qualification to 14 contractors and 5 suitable candidates were selected. The RFP was sent to these 5 candidates which were M&D, Steffanutti, WBHO, Katlantic, PLC Marine.

Three bids were received by 27 September : M&D/PLC Marine, WBHO/Katlantic, Steffanuti . The prices were significantly higher than Worley's cost estimate and our budget. M&D were selected as preferred bidder and we conducted negotiations, and re-pricing which took place between 22 November and 13 December. Unfortunately their submission was still unaffordable. The cost of materials such as rocks and mobilization costs for large national companies are proving to be the pricing obstacles. The cost of dredging has come in as expected.

We have moved negotiations to the second preferred bidder which is WBHO. This is an extremely complex project which needs to be very carefully thought through and managed to ensure the optimum result is achieved.

-Fundraising : Director Murray Stewart gave feedback on the fundraising for the project. The team has focussed on making contact with various property owners for either donations or loans (either interest or non-interest bearing) to help kick start the project. Some individuals also participated in a 12J scheme. There is currently R107 million in the bank with R4.9 million committed but not yet received. Funds have also been committed by both the Riparian Home Owners and Kromme Joint River Committee. We will be able to broaden our fundraising appeal once the project is ready to move forward. Levy income has increased as property valuations have risen, and new properties have been developed.

Additional institutional funding sources which are being explored include various climate change and environmental funds. The Municipality has applied to the National Climate Change Fund through SANBI. We are working with the Municipality exploring other sources of grant funding.

#### **CCTV:**

The CCTV camera system has been very effective. There has been a significant reduction in crime levels. There are 190 cameras (179 static cameras, 6 PTZ, 5 LPR) with Analytics (AI) software installed on all cameras. The batteries on all these cameras were replaced with lithium batteries to ensure the system is not affected by power outages. Additional cameras paid for by Riparian HOA for Canal Harbour, Ralph Road and Mahe Beat have been incorporated. An additional 9 streets/areas have requested cameras that they will pay for.

There is an SLA in place with Atlas governing the contract performance. We are currently paying R1.8 million

p.a. for the cameras, monitoring and local reaction.

Director David Truter chairs the Community Policing Forum and Calibre Security provides local reaction, supported by other security companies where necessary. Video footage is available locally to Calibre, SAPS and SFPO NPC.

In two years time the current contract expires, providing the opportunity to move onto the next wave of technology to keep improving our security capability and safety levels.

#### **Roads :**

Storm damage to Ann Avenue car park, Ralph Rd and Main Beach car park has been repaired by the Municipality. However beach access at Ann Avenue and George Road can only be addressed when additional funding becomes available in the new year. Beach access from George Road is a priority as it one of only two emergency access points onto the beach.

Street upgrades : We have put in place an umbrella MOU between KLM and SFPO NPC to allow individual streets to resurface their streets at their own cost. Contact Lyn Aitken at the SFPO Office for further information on this process.

Examples completed to date are Spray Avenue, Moby Dick and Beauvalon Place.

## **6 Consider and Approve Audited Financial Statements for the year ended 30 June 2024**

The audited Financial Statements for the year ended 30 June 2024 were circulated to members and are available on the website - [www.stfrancispropertyowners.com](http://www.stfrancispropertyowners.com)

This audit was completed by Moore (Humansdorp) and a clean report was received.

Another NPC has been established and registered as a PBO to enable us to provide Section 18A tax certificates to donors to the beach fund. The Board members are Brett Dawson, Wayne Furphy, Miles Japhet, Murray Stewart.

## **7 Voting on Proposed Resolutions**

Members were asked to vote on the following resolutions:

OR 1 : appointment of Directors : Directors serve a two year term and need to stand down for re-election at the end of each term. This year these are :

- Peter William Mountford
- Desmond Wayne Furphy
- David Alexander Truter

OR 2 : approval of annual financials for year ending 30 June 2024.

OR 3 : approval of auditors for the forthcoming year

(OR – ordinary resolution)

## Results of Voting Declared on 18 December 2024

	RESOLUTION	FOR	AGAINST	ABSTAIN
OR1	APPOINTMENT OF DIRECTORS			
	PETER WILLIAM MOUNTFORD	99		
	DESMOND WAYNE FURPHY	99		
	DAVID ALEXANDER TRUTER	99		
OR2	APPROVAL OF ANNUAL FINANCIAL STATEMENTS FOR YEAR ENDING 30 JUNE 2024	99		
OR3	APPROVAL OF AUDITORS FOR THE FORTHCOMING YEAR	99		

OR – ordinary resolution

### 8. Other Business To Discuss

#### Q & A :

1. What is happening about the frequent water pipe bursts? Mayor Bornman responded that the bursts are more frequent because of increased weater pressure in Season putting pressure on the the old reticulation system. Planning for placement of Restrictors is underway and five of these should be in place by end of February 2025. This will enable the Municipality to control the breaks more effectively. Pipes need to be replaced which is extremely expensive and this is being planned over time.
2. Comment was made that not enough recognition is given to the people in this team that put in many hours of their time working on these projects. They are sincerely thanked.
3. Is there any plan to broaden the base of the SRA levy demarcated area to include Santareme? Wayne Furphy explained the reasons why Santareme was excluded in the first place and said there is no intention to include them in this SRA going forward, but instread it would be better for a separate SRA to be set up focussing on the specific needs of Santareme eg CCTV cameras, roads and storm water drainage.

Members were asked to send any questions to the SFPO office for response on [info@sfpo.co.za](mailto:info@sfpo.co.za) or call any of the members of the Board.

### 9.

#### Closure Of Meeting

The Mayor was thanked for giving us his time and for his support. The Chairman thanked those present for their attendance, reminding the attendees to visit the website to cast their votes before 19h00 this evening, for those that had not already done so, to sign the attendance register. He wished everyone a safe and prosperous 2025.

The meeting was then closed.