



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

Friday 17 January 2025 – SFPO Office 9 Philippa Place / Zoom

### ACTION

1. **Present:** W Furphy (WF); L Aitken (LA), C Gray (CG); P Pezarro (PLP); Craig Northwood (CN); N Dyer (ND); P Middleton (PM); J Prins (JP); J Viljoen (JV)
2. **Welcome**
3. **Apologies**  
C Jarvis (CJ); D Harpur (DH); D Truter (DT)
4. **Confirmation of the Previous Minutes**  
Proposed by PLP and seconded by CN.
5. **Matters arising from the Previous Minutes of Meeting**  
None.
6. **Finance**
  - The financial statements for November were circulated by PLP and approved. PLP
  - A draft 2025 budget was prepared and approved.
  - R12 000 is being held for the Aldabara Stairs fund. These are contingency funds for repairs and maintenance as required. Disbursements of R80 000 have been made to the contractor appointed to repair these stairs.
  - The new membership drive commenced on 1<sup>st</sup> October. 431 subscriptions have been received as at 30<sup>th</sup> November. A follow up invoice run is to be sent this month and in January. 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. CJ/LA



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- The next newsletter is to focus on readiness for the upcoming Festive Season, street re-surfacing and safety and security measures. LA/CJ

### 7.3 Membership

- We have received 431 membership subscription payments for the 2024-25 year as at end of November. 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).** Worley and the SFPO NPC Technical Committee are currently in negotiations with the preferred bidder. CN/WF
- **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. CN
- **Roads**  
A group of property owners have raised funds to resurface Moby Dick Wharf and Spray Avenue and are planning installation of mainline sewerage. The Municipality requested that the SFPO NPC and KLM sign an MOU covering these street upgrades financed by the property owners on a specific street, which it has done. The Association will publicise this and encourage other residents to consider following similar processes. (See Association Projects – Street Resurfacing Initiative) CN
- **CCTV Security Cameras**  
The CCTV network continues to function well.

### 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 kerbstones will replace all the standing street signs. It was suggested that test/prototype kerbs will be made up and placed at various points on arterial roads, Suggestions included : Nevil Rd, Harbour Road, Sunset Drive, Leighton Hulett Drive and Triton Ave ahead of the holiday season. This will depend on the availability of the kerbstones and the printing of the street name with the SFPO Logo. CG will call SanStone to check on progress next week. DT/PM  
CG/LA

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



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feedback from Ward Councillor Maree confirming approval of the proposed kerbs from the Roads Engineer. The SFBRHOA have agreed to allow the use of their portion of the Municipal yard to store the concrete kerbs 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 completed a design linking Main beach to Granny's Pool via a walkway to get a total concept approved in one EIA by DEDEAT. A survey has been completed. KET contributed 50% of the cost of the survey. A meeting was held with KET and the two Local Councillors this week. Unfortunately neither Nomvelo Siwela nor the person from National Government JP had been in communication with attended. A meeting is to be scheduled in early January with the KLM Director for Environment and the Municipal Manager in attendance to highlight the urgency of the projects for the Harbour walk and dune erosion. This will also be included on the agenda for the next meeting with the MM and JP will join this meeting.

Jason Erlank's designs will be ready to present at the December AGM. A draft was shared with the meeting.

JP will re-visit the idea of a walkway between Main Beach and Granny's Pool.

The removal of the set back line could do away with the need for such EIA's.

JP is motivating for the erf around the life savers hut to be landscaped as it very untidy at present.

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. 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. See Main Beach and Granny's Pool Amenities above.

DH/JP

- **Cycle Park Sea Vista**

No discussion.



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- **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 have been 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. Emergency funding for repairs has been applied for and Andre Koopman (from the municipality) is working on a solution for George Rd. JP
- **Additional Cameras :**  
No discussion.
- **Aldabarra Run Stairs :**  
CG has discussed the installation of the repaired stairs 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 for the repairs have been made. Liability signage is required and LA has had assurance from Christa Venter at KLM that signage will be erected before Season. LA to follow up. CG
- **Set Back Line :**  
Currently an EIA is required for any form of construction on a property within 100m of the high water mark. This includes the River frontage and canals. This is both time consuming and costly and because the process is so onerous some applicants have gone ahead without approval. The KLM never submitted an application to remove the set back line. CES will be asked to submit a proposal to address this for the whole village and other concerned groups will be approached to contribute to the cost, including SFBRHOA, KJRC, KET, CSF Civics, The Port etc. If this were to be accepted it would mean that EIA's would no longer be required. The Association will consider this as a future project. WF/CN
- **Street Resurfacing initiative :** Spray Avenue and Moby Dick Wharf residents volunteered contributing funding to resurface their roads in collaboration with the developer of Grand Comoros. They have approached Scribante who are working in the Kouga area for the next year resurfacing the R330 from Humansdorp to Hankey. An MOU has been put in place with the KLM. The work has now taken place and was completed in two days. A resident of Beauvalon Place followed suit and a similar agreement was put in place. This work has also been completed. The model is to be promoted to the broader community and has been put out in the media. Interested residents can contact our office for information on how to proceed. Costs vary depending on condition of the roads but are very reasonable. This project involves both the NPC and the Association.



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## 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.
- 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.
- 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 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 complete. Patrols will run daily from 07h00 to 19h00. 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. They are invited to provide an update for the latest newsletter on the river mouth conditions. There will be two river patrolmen on duty over the Season. 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 went live by 1<sup>st</sup> November. The camera at Shark Point funded by the Association has been very effective. JV  
An SRA will be investigated to expand support for the CCTV coverage growth.
- 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  
A CPF meeting was held on 21<sup>st</sup> November 2024. The new station commander has been appointed and will commence duty on 1<sup>st</sup> January 2025.



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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.

- DVG: No discussion.
- Ward Committee: DT and LA attend these meetings. The final meeting was held on 15<sup>th</sup> 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 and the Mayor is due to address the community again next week. Public Works have granted permission for this electrification to take place on their land.
- Sea Vista Ratepayers Association : The Sea vista community have their own Association representing their interests which our Association mentors from time to time. This group continue to be monitored.
- Cape St Francis: No discussion.
- Kouga Business Forum St Francis Branch: No discussion
- Levy Relief Programme: One further application has been approved. Further donations will be needed for this fund. DT
- Aesthetics Committee : The last meeting for the year was held on 26 November. The committee will convene again on 21<sup>st</sup> January 2025.
- Kromme Enviro Trust : No discussion.
- St Francis Tourism: No discussion..
- Thyspunt Alliance: No discussion.

## 11. General

**AGM** : This has been booked for 16h00 on 17<sup>th</sup> December 2024 at St Francis Links. This is not an election year. The focus will be on the bigger and impactful Association projects such as kerb side street signs, street resurfacing and the beach survey and upgrade of beach front and Granny's Pool amenities. The Mayor has confirmed he will be attending our meetings. WF/LA

## 12. Next Meeting Friday 7<sup>th</sup> February 2025 – 11 a.m. – SFPO Office/Zoom