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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 8 August 2025 – SFPO Office 9 Philippa Place / Zoom

ACTION

Present: W Furphy (WF); L Aitken (LA), P Pezarro (PLP); N Dyer (ND); P Middleton (PM); C Gray (CG); Craig Northwood (CN); C Carstens (CC); J Viljoen (JV); D Truter (DT)

1. Welcome

The Chairman welcomed all. He informed the Committee that Jaco Prins has resigned due to personal commitments.

2. Apologies

P Middleton (PM); D Harpur (DH); C Jarvis (CJ)

3. Confirmation of the Previous Minutes

Proposed by CC and seconded by ND

4. Matters arising from the Previous Minutes of Meeting

None

5. Finance

- The financial statements for July were circulated by PLP and approved. PLP
- **Levy Relief** : In future the Association will contribute funds for the levy relief fund. DT
- The new membership drive will commence on 1st October 2025. The invoice run will take place in the third week of September. The fees will remain unchanged at R600 p.a. or R375 p.a. for pensioners. LA
- 565 subscriptions have been recorded for the current year (ie 2024-25).

6. Association Projects

• **Street Signs**

This is our flagship project for the current financial year with a budget of R60 000. The project began rolling out in March and has attracted a lot of positive feedback. SanStone in Humansdorp is manufacturing the kerbstones and delivering them to the Municipal yard (SFBRHOA's reserved area). The kerbstones will replace all the standing street signs. Where kerbstones already exist, replacement Chromadek printed street names have been ordered. To date 60 kerbs have been ordered with a total of 100 new kerbs to be installed. JV and CC are providing requirements for Santareme. LA has asked the Ward Councillor to send a team to tidy up and remove old poles etc as and when they have the capacity to do so. Our intention is that this project will

CG/LA/CC



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continue to roll out for the next year at least until all street corners have new uniform replacement signage.

Committee members are to each list where additional kerbstones are needed. It was agreed that a budget of R60 000 will be allocated for the current year. ie 2025-26.

- **Pedestrian Walkway St Francis Drive**

The Kouga Business Forum have been getting business sponsorships to complete the pedestrian pathway from Sunset Drive to the CBD. The SFPO Association have agreed to set aside a contribution of R100 000 for this pathway (R6000 per 10 sq.m.). The pathway is increasing pedestrian safety on St Francis Drive. The developers of Grand Comoros are completing the construction of the pathway. The KBF organised a fundraising event on 1st March and raised R600 000 for the project. The funds pledged are being paid into the St Francis Rotary Club's bank account as they have PBO status for donors. A further contribution from the Association is be decided upon for this year's budget ie 2025-26 year. Contributors' logos will be placed every 6 sq.m. on granite blocks to be embedded in the pathway. LA to supply the required logo to be used for this and placed every 20m.

CN

LA

The section between Liege Road and Lyme Road South is completed. The construction of the section between Peter Road and Grand Comore is almost complete. A second phase to extend the pathway from Lyme Rd South to Nevil Rd and down to Main Beach has been submitted for approval.

The eventual aim is to continue the pathway along St Francis Drive from Nevil Rd through to Otters Landing. Thought needs to be given on how to raise funding for this phase.

- **Pedestrian Walkway Lighting**

A resident has approached the Association to support a crowd funding initiative to install street lighting along the footpath. PM will liaise with the developer of Grand Comoros regarding the cost of installation of the solar lighting he has already done for the section of the pedestrian walkway he had constructed alongside his development. PM will consult with the KLM electrical department regarding approval process. A meeting has been arranged with the Ward Councillor to discuss the idea.

PM

- **Sea Vista Pathway :**

The Association has funded the replacement of 3 vandal and monkey proof recycled plastic rubbish bins on this pathway at a cost of R8 500. These have been delivered and will be installed and monitored by members of the Kromme Enviro Trust. It was noted that the story of the Sea Vista pathway will be lost over time and it was suggested that a story board be mounted on a plinth at one of two intersections of the pathway explaining how the pathway came to be created. LA to provide CG with wording and size to be created.

CG/LA

- **Pathway drainage :** The storm water drainage from Reservoir Rd onto the pathway needs to be redirected off the pathway. CG will provide costing for this.

CG

- **Main Beach, Granny's Pool Amenities and Two Harbour Walkway**

No feedback was available for the meeting.

DH

JP will continue to work with Si Cunneen of Kromme Enviro Trust on the Grannies' pool improvement.

- **Erf 53**

WF provided a copy of our written Spatial Development Framework submission, which includes Erf 53 (public open space), to Councillor Ruth. DH is to ensure that this is

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included in planning for the future, possibly as primary access to Main beach. The SFPO 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. St Francis Court HOA are prepared to assist with this project.

- **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** : No discussion

- **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 had 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 took place and was completed in two days.
- A resident of Beauvalon Place followed suit and a similar agreement was put in place. Interested property owners can contact our office for information on how to proceed. Costs vary depending on condition of the roads but are very reasonable
- Frank Road residents explored the possibility of funding resealing of their street but have decided to await the roll out of the KLM road resealing project next year.
- This project involves both the SFPO NPC and the SFPO Association. Once the KLM road resurfacing budget of R200 million has been allocated, and we understand which roads in St Francis are included, we will be able to promote this option more effectively.
- Businesses in First Avenue in the industrial area are contributing to upgrading the road to brick paving standard as soon as possible. They have committed R1 million for this project. This will incorporate the access to Sea Vista Primary School which the KLM are looking into funding. A further R2.5 mil is required. CN is coordinating this project.

CN

- **Tree Planting project**

Coral trees were chosen for planting along St Francis Drive from Harbour Rd to the Port as they can be grown from stumps pruned from existing trees at no cost. Care has been taken to avoid any infrastructure which could be affected by the tree roots. These trees will also help to reduce the amount of ground water which collects along St Francis Drive. Around 170 stumps have been planted so far. A further 120 stumps are planned for planting to the end of St Francis Drive. CC will advertise for more branches to plant when the next pruning season arrives in Spring. The project has been extremely well received by St Francis residents who are being encouraged to call the SFPO if they have prunings to contribute. At present no budget is required. The proposed next phase for the project will be St Francis Drive from the Village to the Sunset Drive intersection.

CC

- **Traffic Circles** : It was agreed that the Association will look at funding three traffic circles to replace stop streets on St Francis Drive at the intersections of Lyme Rd North, Lyme Road South and Taragona Rd.

WF/CN



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7. NPC Projects

- **Long Term Coastal Protection Solution (LTCPS)** – The project has entered the construction phase. The Municipality commenced the work to extend the spit revetment. In order to complete the extension to its full 60m timeously the NPC have commissioned the contractor to complete the work so that groyne construction can commence as soon as possible. WBHO are the appointed groyne construction contractors. Miller Engineered Solutions have been appointed for the dredging work. The lay down area next to the Municipal yard has been prepared and the rocks will start to be delivered next week. The appointed Environmental Monitoring Officer, Dylan Anderson is responsible for reporting to DEDEAT on compliance of their conditions and monitoring has commenced with relevant testing taking place. The KJRC and the Riparians are discussing the dredging which will commence from 1st September. Construction will be halted over the December holiday season and all efforts will be made to ensure the public can safely make use of the beach and spit. Communications on the project roll out are being sent out regularly, including details of haulage routes. CN
- **Emergency Revetment** – No discussion
- **Roads** - The KLM have received a R200m loan for their road resealing project in Kouga which has been launched. The allocation has been decided now that EAS have completed the assessment of all the roads. There will be four Phases – of which St Francis is second and will commence next year. Harbour Road has been prioritised with a proper storm water drainage plan and works have commenced. The R330 around the traffic circle at the entrance is in need of repairs by the Province. CN will meet with the District Roads Engineer to discuss this maintenance and the refurbishment of the R330 once the LTCPS is completed. An enquiry from a resident of one of cul de sacs on St Francis Drive regarding re-tarring of these small panhandles as part of the St Francis Drive works was referred to the Ward Committee for action. CN
- **CCTV Security Cameras** DT
All are functioning well. The move of pole at Marina Village due to the redesign of the entrance to Marina Village has been done. DT is to investigate whether it is possible to erect a camera at the walkway to Cape St Francis on St Francis Drive as there have been crime incidents reported.

8. Marketing and Communication

8.1 Database

- Databases for the SRA Demarcated area should be supplied by KLM quarterly. LA has received a further update. The number of rateable properties in this area has increased because of the new developments. LA

8.2 Website, Social Media and Newsletter

- The newsletters will focus on LTCPS news going forward with updates on Association projects. It was suggested that these are formatted for posting onto WhatsApp in point LA/CJ



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form with a link to the full version on the website. An Association newsletter should be prepared for release as subscription renewal falls due.

- The Info Ads page has been redesigned to feature Association projects to boost interest in membership. LA
- CJ has prepared a communication strategy for the launch for the LTCPS which has now commenced. Communications include the design of four billboards at Shore Rd, Main Beach, Ann Avenue, and Aldabara Run which will be erected next week. CJ

8.3 Membership

We have received 565 membership subscription payments for the 2024-25 year as at end of May. The revenue is allowing us to invest in larger and more meaningful community projects and services. It also lends representational weight for our Association.

- The Body Corporate membership rate of R300 per unit for complexes comprising more than 10 units has been accepted by the residents of Cordoba One and Two and they were invoiced for their 14 units. These will be sent renewal invoices before the end of September. LA
- ND will raise membership with St Francis Links. ND
- A press release will be sent ahead of the next invoice run highlighting what the Association does with the funds it receive from the membership subscriptions, and what the plans are for the year ahead, to encourage residents to support the Association. These include traffic circles, pedestrian pathways, street signs, street lighting, and the service that the office offers to rate payers/property owners. LA/CJ
- It is suggested that the Association could take a stall at the monthly market with our gazebo to promote membership. CC has volunteered to man the stall. LA/CC

9. Community Issues

- **KLM Focus:** KLM have listed roads, waste water treatment and solar energy as their focus over the next two years ie 2024-2026.
- **Precinct Plan:** Further consultation has still to take place. A new contractor has been appointed. CN/WF
- **Sewerage:** The same group of property owners that have raised funds to resurface Moby Dick Wharf and Spray Avenue are planning the installation of waterborne sewerage. There were problems with sewerage spills during the Season and these are ongoing - better management is called for. The Association has called for an audit of the sewerage system through the Ward Committee. The pump station on the canals near the Quays is problematic, and the Municipal Manager has given assurance that this will be properly functional in time for the completion of the Quays and December season. CN
- **Water infrastructure:** The SFPO Association continues to put pressure on KLM to replace failing water infrastructure with emphasis on Canal and Shore Roads. We understand water restrictors are to be installed to help manage the situation. The frequent outages are unacceptable and the cost to the Municipality needs to be questioned. A letter has been handed to the Municipal Manager demanding urgent resolution. We were assured that this is being prioritised. CN/WF
- **Roads:** Resurfacing of the R330 from Humansdorp to Cape St Francis is, we are told, on the Provincial Roads list for 2025/26.



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- **Storm Water drains:** JV has requested that this is on the agenda for meetings with the KLM. A storm water master plan is needed for the area from Santareme to the Port. JV
- **Job Seekers collecting on St Francis Drive:** The pick-up point for job seekers has now been moved to God's Acre on Taragona Rd where facilities have been provided. The Law Enforcement Officer ensures that job seekers gather at this point and not on St Francis Drive. This is to be regularly included in our newsletters to increase public awareness. DT

10. Other Committees

- **SFBRHOA:** A delegation is visiting Port Alfred next week to compare how they manage their canal system. CN
- **KJRC:** The chairman of the KJRC is being kept abreast of progress with the LTCPS project plan. CN is meeting with the EXCO on site to plan river dredging. CN/ND
- **Santareme:** JV, DH and CC all represent the interest of Santareme (term we use for Santareme, St Francis-on-Sea, Port and Otters Landing) property owners on the SFPO Association. Their main focus is centred around: JV/DH/CC
 - the problem of dune erosion
 - CCTV Camera Phase 1 contract expires at the end of November and DH and his team are renegotiating costs and replacement of cameras with Calibre for the next three years. They are trying to attract more Santareme residents to commit to paying for the cameras
 - Good progress has been made on the roads and storm water drainage planning. Allocation has been decided now that EAS have completed the assessment of all the roads and has been released
- **Community Policing Forum:** The next CPF meeting is set for 28th August 2025. A public meeting needs to be planned with the Municipal Manager in the Sea Vista hall. It is difficult to get crime victims to open cases with SAPS which affects our crime stats and allocation of resources to our SAPS station. We continue to encourage victims of crime to at least open incident reports. DT/PM
- **DVG:** No discussion.
- **Ward Committee:** DT and LA attend these meetings. The last meeting took place on 6th August. Clr Maree has been appointed as Speaker and remains Ward 12 Councillor. Clr Ruth has moved to Finance and Economy and Timothy Jantjies moved to Planning and Development. It was highlighted that Municipal accounts staff are unable to explain to customers what the special levy is on their July accounts. Customers are being referred to our office which is unacceptable. DT/LA
A new Ward Assistant needs to be appointed as soon as possible.
The Ward fund has been increased to R200 000 p.a.
- **Environmental Monitoring Committee :** This was prescribed by DEDEAT for environmental compliance of the Long Term Coastal Protection Scheme (LTCPS) by the appointed ECO, Dylan Anderson, with oversight from the EO which is Ted Avis of CES. Serving on this are representatives from The Municipality, DEDEAT, Kromme Enviro Trust, SFPO, Riparians HOA, Kromme Joint River Committee, and Kouga Business Forum. As Jaco Prins has stepped down, he will no longer represent the SFPO on this committee. Clint Carstens has volunteered to represent the SFPO on this committee along with David Harpur. CN/LA/CC/DH
- **Sea Vista:** No discussion



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- **Sea Vista Ratepayers Association:** No discussion
- **Cape St Francis:** No discussion.
- **Kouga Business Forum St Francis Branch:** No discussion
- **Aesthetics Committee:** No discussion.
- **Kromme Enviro Trust:** No discussion.
- **St Francis Tourism:** Debbie Duncan has been appointed as manager of St Francis Tourism.

11. **General**

12. **Next Meeting Friday 5th September 2025 – 11 a.m. – SFPO Office/Zoom**