



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

Friday 16TH January 2026 at 11h00 – SFPO Office 9 Philippa Place / Zoom

ACTION

Present: C Gray (CG); P Middleton (PM); D Harpur (DH); P Pizarro (PLP); C Carstens (CC); W Furphy (WF); J Viljoen (JV); D Truter (DT); L Aitken (LA)

1. **Welcome**

The Chairman welcomed all.

2. **Apologies**

C Jarvis (CJ); Craig Northwood (CN); N Dyer (ND);

3. **Confirmation of the Previous Minutes**

Proposed by CC and seconded by DH

4. **Matters arising from the Previous Minutes of Meeting**

None

5. **Finance**

- The financial statements for December were circulated by PLP and approved.
- The new membership drive commenced on 1st October 2025 and invoices have been sent. The voluntary fees remain unchanged at R600 p.a. or R375 p.a. for pensioners. So far 455 subscriptions have been recorded.
- 565 subscriptions were recorded for the past year (ie 2024-25).

PLP

LA

6. **Association Projects**

- **Street Signs**

This was our flagship project for the past financial year with a budget of R90 000. The project began rolling out in March and has attracted a lot of positive feedback. SanStone in Humansdorp has manufactured the kerbstones and delivered them to the Municipal yard (SFBRHOA's reserved area). The kerbstones replace all the standing street signs which will be removed by the Municipality. LA is pursuing this action through the Ward Committee. Where kerbstones already existed, replacement Chromadek printed street names were made to replace the old faded ones. To-date 165 kerbs have been ordered. 7 more positions for signs have been identified. The project is now complete with a few spare kerbstones in store. CG and CC will re-install 3 kerbstones which were pushed over on St Francis Drive after the busy Season and supply one missing on Cowrie Crescent.

CG/CC



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- **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 has contributed 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 St Francis Committee organised a fundraising event on 1st March and raised R600 000 for the project. The funds pledged have been paid into the St Francis Rotary Club's bank account as they have PBO status for donors. A further contribution from the Association will be considered for the 2025-26 year budget. Contributors' logos will be placed every 6 sq.m. on granite blocks to be embedded in the pathway. LA has supplied the required logo to be used for this and placed every 20m. PM has some funds available for repairs on the section opposite the fire station which were damaged by fire trucks in the recent fire emergency if the Municipality do not get this done timeously.

CN/PM/WF

The section between Liege Road and Grand Comore is completed. The stretch from Grand Comore to Sea Glades was completed ahead of the December holidays. A second phase to extend the pathway from Lyme Rd South to Nevil Rd and down to Main Beach has been approved and a quotation to tar the section through the CBD is awaited. Billy's Beach have donated R150 000 toward the Nevil Road section of the pathway.

Another donor is willing to provide R1million toward one or more upliftment projects in Sea Vista. One option being considered is constructing a tarred or concrete pathway along the entire length of Tarragona Rd from the R330 to St Francis Drive, and then along St Francis Drive from Tarragona Road to Nevil Road. This will provide our Sea Vista residents with a much safer walking facility along two of our busiest arterial roads in St Francis Bay.

- **Santareme Pathway** : The eventual aim is to continue the pathway along St Francis Drive from Tarragona Road through to Otters Landing. Fundraising events for the creation of a pathway from Tarragona Road through to Otters Landing are to be explored. Funds raised could also go towards the CCTV Camera needed at the View Point.

JV/CC/DH

- **Pedestrian Walkway Lighting**

A resident approached the Association to support a crowd funding initiative to install street lighting along the footpath. PM has liaised 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. This was raised at the last meeting with the KLM regarding approval process. No further discussion.

PM/WF

- **Sea Vista Pathway** :

It was noted that the story of the Sea Vista pathway will be lost over time and it was suggested that a story board explaining how the pathway came to be created be mounted on a wooden board such as those mounted by FOSTER in their nature areas. A quote for R4995.00 has been received from the carpenter used by FOSTER to construct the board and was approved. The board is to be placed between Kansies and Reservoir Rd in line with the CCTV camera to discourage vandalism. LA to provide CG with wording and size for the signage to be created. LA has requested permission from the Municipality for this to be erected, in memory of past chairman Nigel Aitken

CG/LA



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who managed the construction of the pathway. This is still outstanding. LA is to go ahead and order the board and will provide CG with the size of the signage to be created by Signarama.

- **Sea Vista Pathway Maintenance** : KLM are responsible for the maintenance. Maintenance of the pathway has been added to the Ward Action List and was raised at the last meeting with KLM. CG/LA
- **Main Beach, Granny's Pool Amenities and Two Harbour Walkway** : DH is in discussions with the Kromme Enviro Trust around planting certain vegetation to attempt to stabilize the dune slippage problems along the walkway. DH will attend the next meeting in two weeks time. A consultant is working with Council and KET to find a way to get the necessary approvals for the Granny's Pool concept. DH is pushing through the Ward Councillor to arrange clearing bush along the street to create much needed street parking. DH/WF
We have opened up a discussion with the KLM regarding the possibility of a long lease for a pavilion development through private funding on the present site of the ablutions at Main Beach, which could be an office and revenue source for the SFPO NPC. WF has written a proposal letter to the MM. WF has also discussed this with the developers of the old hotel site with a possibility of co-investing in the project.
- **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 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. DH
- **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 554 to include Erf 400 once the transfer from DPW has taken place. The Spatial Development Plan public meeting took place on Monday 13 October at 17h30. WF, LA and DH attended. An Integrated Development Plan also took place on 4th November, WF and DH attended. No further development reported.
- **George Rd 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. CN
An MOU has been put in place with the KLM.
The work took place and was completed in two days.
This project involves both the SFPO NPC and the SFPO Association. The KLM road resurfacing budget of R200 million has been allocated, and a list of roads in St Francis is available on the KLM website. Works should commence in St Francis in February 2026.
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 to fund. A further R2.5 mil is required. CN is liaising with the Municipality.



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- **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. 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 in the next pruning season. Taller branches are preferred as these are more difficult for roaming goats to eat. CC will try to surround some of the trees with weld mesh to protect the trees. Care is being taken that these are not planted where they will obstruct CCTV camera line of sight. 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

- **Biodiversity Conservation Park** : CC is talking to the Botanical Society of SA about establishing and sponsoring a Biodiversity Conservation park in St Francis. The community garden and open areas such as The Cove, Erf 53, Erf 554 and Sand River Delta could be considered. This would get St Francis on the Flora Tourism map.

CC

- **Traffic Circles** : It was agreed that the Association will look at funding four traffic circles to replace stop streets on St Francis Drive at the intersections of Lyme Rd North, Lyme Road South, Assissi Drive and Taragona Rd. Costs and designs are being investigated by CN. This was discussed at the last meeting with the Municipal Manager. CN contacted EAS regarding their traffic measurement findings which indicated circles are not warranted. However, their survey took place out of the busy season. This could be added to the MOU for street resurfacing in place with KLM. CC will investigate the cost of a small precast concrete island option.

CG/CN/CC

- **Bush Clearing** : There is real fire danger above Assissi Drive due to the thick bush and dumped material. Children/addicts go into this area to smoke and burn cables presenting high risk of fire. This land needs to be cleared. LA and DT to raise this at the next Ward meeting. In general alien clearing on vacant plots and Public Works/Municipal land is a problem which needs to be addressed and communication from both the KLM Fire Department and the Association needs to go the community warning of the danger.

DT/PM

- **Cricket Nets Erf 400** : Materials are deteriorating. It was suggested that this be offered to Sea Vista primary school.

LA

7. NPC Projects

- **Long Term Coastal Protection Solution (LTCPS)**

- WBHO have recommenced works after the Holiday Season shut down. NG6 is now complete except for the amouring of the top which should be completed by Wednesday next week. WBHO have commenced construction of NG5. All three groynes, NG5, 6 and 1, are expected to be completed by the end of April. WBHO will truck in 100 000 cubic metres of sand from the Sand River delta to Main Beach. Fundraising for the 4th Groyne is underway and the Association Committee will assist in distributing the appeal for donations to individuals and to the broader community.

CN/WF

- The possibility of dredging sand at the Port is promising and will be further investigated.



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- **Dredging** The dredger build is complete. All the required piping has been delivered, and the assembly and placement of these pipes are nearing completion. Commissioning and trials of the dredger are being run this week.. DT/CN
- **ECO** : Dylan Anderson is responsible for reporting to DEDEAT on compliance to their conditions and monitoring is ongoing with relevant testing taking place. CN
- **Communications** on the project roll out are being sent out regularly and are being very well received. CJ
- **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 are four Phases – of which St Francis is second and will commence early this year. CN/WF
DH has raised the maintenance of verges along the R330 with the Ward Councillor and LA will maintain this on the Ward Action list. DH/LA
- **CCTV Security Cameras**
All are functioning well. Trees are becoming a problem in some areas. PM has implemented some trimming. It was agreed that he will be refunded R2000 for this work from the Association. DT/PM
A donated camera in Frank Rd has been put in position.

8. Marketing and Communication

8.1 Database

- Databases for the SRA Demarcated area is supplied by KLM quarterly. An updated database was received this week. The number of rateable properties in this area has increased because of the new developments. These databases do not include Santareme and other St Francis Bay areas. JV will promote membership on his Future of Santareme WhatsApp group and assist to build the database. LA/JV/PM

8.2 Website, Social Media and Newsletter

- The newsletters will focus on LTCPS news going forward.
- The Info Ads page has been redesigned to feature Association projects to boost interest in membership. LA/CJ
- CJ had prepared a communication strategy for the LTCPS which is underway. Communications include the design of four billboards at Shore Rd, Main Beach, Ann Avenue, and Aldabara Run which have been erected. LA
- All material recording the groyne projects is being archived by CJ. CJ

8.3 Membership

- The new membership renewal invoice run went out in early October with a second run in the last week of November. To-date 455 payments have been recorded. We received 565 membership subscription payments for the 2024-25 year as at end of July. LA
- The revenue is allowing us to invest in larger and more meaningful community projects and services. It also lends representational weight for our Association in our dealings with the Municipality.



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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 consultant has been appointed but there is no further progress reported. A suggestion has been made that the KLM should consider an amnesty period for established businesses to ensure they have all proper approvals for zoning and business rights for their business premises. New applications are taking up to four years to get approved and this is leading to illegal pop-ups opening up. Parking in the CBD needs to be properly planned for. LA/WF to draft a letter to the MM raising this matter and for progress report on the CBD precinct plan. LA/WF
- **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. 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 and that new pressure reduction valves have now been received and are to be installed. WF
- **Roads:** We were told that the tender process for the resurfacing of the R330 from Humansdorp to Cape St Francis is on the Provincial Roads list for 2025/26.
- **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



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10. Other Committees

- **SFBRHOA**: No discussion CN
- **KJRC**: The chairman of the KJRC is being kept abreast of progress with the LTCPS project plan. ND
- **Santareme**: JV and DH 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 expired 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.

Some traffic signs have been vandalised in Santareme which DH has attended to.
- **Community Policing Forum**: There were incidents of opportunistic theft from the young people sleeping on the beach after the New Year's Eve celebrations. It was agreed that funding from the Association will be allocated for Boots on the Ground to patrol Main beach next year. Billy's Beach have pledged some funds towards this protection. The noise complaint received from a resident of lower Philippa Place was dealt with. However, going forward it was suggested that letting agents should make it clear to holiday rentals that the party zone in the CBD can be noisy. DT/PM/CC
- **DVG**: Congratulations to Liezl Clause and her team of DVG volunteers and the Fire Department for containing the recent fire emergency.
- **Ward Committee**: DT and LA attend these meetings. The first meeting for this year was on 14th January. The Ward fund has been increased to R200 000 p.a. Amnesty for Business rights zonings is to be raised. DT/LA
- **Environmental Monitoring Committee** : This Committee met on 10th December 2025. 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. Clint Carstens represents the SFPO on this committee along with David Harpur. CN/LA/CC/DH
- **Sea Vista**: No discussion
- **Sea Vista Ratepayers Association**: No discussion
- **Cape St Francis**: No discussion.
- **Kouga Business Forum St Francis Branch**: No discussion
- **Aesthetics Committee**: The first meeting for the year will be on 20 January. They are due to meet with KLM Planning dept to agree updates for the Aesthetics Guidelines. LA
- **Kromme Enviro Trust**: AGM is on 28 January.
- **St Francis Tourism**:



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11. General

12. Next Meeting Friday 6th February 2026 – 11h00 a.m. – SFPO Office/Zoom