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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 6th March 2026 at 11h00 – SFPO Office 9 Philippa Place / Zoom

ACTION

Present: P Pezarro (PLP); W Furphy (WF); D Truter (DT); C Gray (CG); P Middleton (PM); D Harpur (DH); L Aitken (LA)

1. **Welcome**
The Chairman welcomed all.
2. **Apologies**
C Jarvis (CJ); N Dyer (ND); M Thomson (MT); C Carstens (CC);
3. **Confirmation of the Previous Minutes**
Proposed by DT and seconded by PLP
4. **Matters arising from the Previous Minutes of Meeting**
None
5. **Finance**
 - The financial statements for February were circulated by PLP and approved. PLP
 - The new membership drive commenced on 1st October 2025. The voluntary fees remain unchanged at R600 p.a. or R375 p.a. for pensioners. So far 490 subscriptions have been recorded. LA
 - 565 subscriptions were recorded for the previous year (ie 2024-25).
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 2025, and has received 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 are being removed by the Municipality. Where kerbstones already existed, replacement Chromadek printed street names were made to replace the old faded ones. To-date 165 kerbs have been ordered and installed. The project is now complete with a few spare kerbstones in store. CG/CC
 - **Pedestrian Walkway Nevil Rd to Port.**
The Kouga Business Forum has been driving a fundraising campaign since March 2025 to construct the pedestrian walkway along St Francis Drive from Sunset/Sea



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Glades junction to Nevil Road. The walkway has been completed from Sunset/Sea Glades junction to Liege Road. The SFPO Association has contributed R100 000 to date for this walkway. The developers of Grand Comoros are completing the construction of the pathway. Contributors' logos have been placed every 6 metres on granite blocks to be embedded in the pathway.

PM/WF

Construction Phases:

- o Phase 1 : Liege Road to Lyme Road North. Completed
- o Phase 2 : Lyme Road North to Sunset/Sea Glades junction. Completed
- o Phase 3 : Liege Road to Nevil Road. Funds available
- o Phase 4 : Nevil Road, from St Francis Drive to Main Beach Car Park. Funds committed by Billy's Beach (R150,000)
- o Phase 6 : Nevil Road to Tarragona to R330. Requires funding
- o Phase 7 : Tarragona to the Port/Otters Landing. Requires funding

A donor is willing to provide R1million via the SFPO PBO NPC toward one or more upliftment projects in Sea Vista, preferably in collaboration with the Municipality. The Mayor has been asked for a list of suggestions. WF and LA have met with Councillor Shena Ruth. We identified several upliftment project options, including:

- a) Constructing a concrete walkway 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. Councillor suggested that the Municipality install kerbing between the pathway and roads. We also identifies 2 further sections of pathway including:
 - o Tarragona Road to the Sea Vista School along 6th Street
 - o Linking the existing pathway from the CBD that currently finishes in the Industrial Sites to Tarragona Road
- b) A contribution to electrification in Sea Vista
- c) Development of an informal trading facility at God's Acre
- d) A new sports field

The Councillor promised to email her proposals. This will be circulated to the committee when received.

The Association has set aside R100 000 for pathway continuation.

The eventual aim is to continue the pathway along St Francis Drive from Tarragona Road through to the Port/Otters Landing. Fundraising events for the creation of a pathway from Tarragona Road through to Otters Landing are being 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 a meeting with the KLM regarding approval process. No further discussion.

PM

• 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

CG/LA



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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 who managed the construction of the pathway. This is still outstanding as there is a moratorium in place at present.

- **Sea Vista Pathway Maintenance** : KLM are responsible for the maintenance. Maintenance of the pathway has been added to the Ward Action List and continues to be raised at the at Ward Committee meetings. DH/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. 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 term lease for a pavilion development through private funding on the present site of the ablutions at Main Beach, which could be an office for the SFPO Association and NPC and revenue source for the SFPO NPC. WF has written a proposal letter to the MM. WF will follow this up with a proposal on how this should move forward with a long term lease. WF has also discussed this with the developers of the old hotel site with a possibility of co-investing in the project. WF will engage with Jason Erlank re the design once we have an answer from KLM.
- **Erf 53** DH
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.
- **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 in October last year. An Integrated Development Plan also took place in November. No further development reported.
- **George Rd Car Park Repair** : KLM has been granted disaster funding for this repair. Work is expected to start in March.
- **Tree Planting Project** CC
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



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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.

- **Owl Houses** : A request to consider supplying and installing owl houses is referred to the environmental bodies. However, CC will be asked to supply costs for consideration. 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** : 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 were 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. No further discussion. CG/WF
- **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 have raised this at the Ward meetings. 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/LA

7. NPC Projects

- **Long Term Coastal Protection Solution (LTCPS)**
This project is progressing on schedule.
- **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 is due to commence in the first half of the year.
DH has raised the maintenance of verges along the R330 with the Ward Councillor and LA will maintain this on the Ward Action list.
- **CCTV Security Cameras**
All are functioning well. The contractual period is up for renewal later this year and there will be technology upgrades under discussion.

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 LA/JV



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Santareme and other St Francis Bay areas. JV will promote membership on his Future of Santareme WhatsApp group and assist to build the database.

8.2 Website, Social Media and Newsletter

CJ/LA

- The newsletters have been focussing on LTCPS news.
- The Info Ads page has been redesigned to feature Association projects to boost interest in membership. It is suggested that professional photographs be used on all our marketing material, in particular the pathway project.
- A marketing strategy for Association membership needs to be formulated to address the many new property owners who are not aware of the Association and past projects.

8.3 Membership

- The new membership renewal invoice run went out in early October with a second run in the last week of November. A final run was sent in February. 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.
- DT will raise SFPO membership with the Oyster Bay Road Farming Community and encourage participation at their next meeting. It might be possible for the various Estates to become members. DT
- It is thought that the drop in membership is due to the large number of properties that have changed hands in recent times ie running at about 14% of properties per year.
- LA will look into creating an A5 size card for estate agents to use to promote membership. We need to speak to all agents and encourage them to be proactive in promoting the Association. An example of how they could do this would be to purchase their client's first subscription on their behalf. LA/WF
- Membership can also be promoted for Links residents. DH and WF will speak to the new Board on how best to go about this. DH/WF
- Calibre will include a short reminder/promotion for membership on their regular invoice runs. LA will liaise with CJ on this. LA/CJ

9. Community Issues

- **KLM Focus:** KLM have listed roads, waste water treatment and solar energy as their focus over the current two year cycle 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. WF raises this at the meetings with the MM. 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.



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- **Water infrastructure:** The SFPO Association continues to put pressure on KLM to replace failing water infrastructure with emphasis on Canal and Shore Roads. A letter was handed to the Municipal Manager last year demanding urgent resolution. This was prioritised and new pressure reduction valves have been installed.
- **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

10. Other Committees

- **SFBRHOA:** No discussion
- **KJRC:** The chairman of the KJRC is being kept abreast of progress with the LTCPS project plan.
- **Santareme:** JV and DH represent the interests 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:
 - 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.
- **Community Policing Forum:** 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. A meeting of the CPF will take place towards the end of the month. DT will stand down as chairman. CC will stand as new chairman.
- **DVG:** No discussion.
- **Ward Committee:** DT and LA attend these meetings. The last meeting took place on 4th March.
- **Environmental Monitoring Committee :** This Committee is set to meet again on 17th March 2026. 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.
- **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:** They are due to meet with KLM Planning dept to agree updates for the Aesthetics Guidelines.
- **Kromme Enviro Trust:** No discussion
- **St Francis Tourism:** No discussion

MT

ND

JV/DH/CC

DT/PM/CC

DT/LA

LA/CC/
DH

LA



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- **Thyspunt Alliance:** The Association was invited to become supporters of the Alliance who will be monitoring the renewed proposal for a nuclear site at Thyspunt. The Association has accepted the invitation and CC will represent the Association. CC

11. General

- Fundraising continues for the 4th Groyne and the Association Committee will assist in distributing the appeal for donations to individuals and to the broader community. Letters targeting the SRA community, The Links and Santareme have been prepared as well as an advertisement for a smaller donation facility with a link to Payfast. DH suggested revisions for the Santareme letter which he will draught with LA.

12. Next Meeting Friday 10th April 2026 – 11h00 a.m. – SFPO Office/Zoom