



9 Philippa Place
St Francis Bay
6312

Tel: 042 294 0594
eMail: info@sfpo.co.za
Website: www.stfrancispropertyowners.co.za

PO Box 18
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MINUTES OF ST FRANCIS PROPERTY OWNERS ASSOCIATION COMMITTEE MEETING

Friday 10th April 2026 at 11h00 – SFPO Office 9 Philippa Place / Zoom

ACTION

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

1. **Welcome**
The Chairman welcomed all.
2. **Apologies**
C Jarvis (CJ); N Dyer (ND); M Thomson (MT); P Middleton (PM)
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 March 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 512 subscriptions have been recorded. LA
 - 565 subscriptions were recorded for the previous year (ie 2024-25).
6. **Association Projects**
 - **Street Signs**
The project is now complete with a few spare kerbstones in store. Ongoing maintenance will be needed occasionally when kerbs are knocked over or grass needs to be cut back. A few more kerbs will be placed where residents have requested additional and some older kerbs in Santareme still need to be re-faced. CG/CC
 - **Pedestrian Walkway Nevil Rd to Port.**
This is a KBF St Francis led project. 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



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- O Phase 4 : Nevil Road, from St Francis Drive to Main Beach Car Park. Funds available
- O Phase 5 : Nevil Road to Tarragona to R330. Requires funding
- O Phase 6 : Tarragona to the Port/Otters Landing. Requires funding
- The Association has set aside R100 000 for pathway continuation.
- **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 Story Board:**
LA contacted the contractor for a time line to progress with construction, and we will need to wait until the contractor gets back from an overseas contract commitment, or look for an alternative contractor willing to do the work for a similar price. LA/CG
- **Sea Vista Pathway Maintenance** : KLM are responsible for the maintenance. Maintenance of the pathway. It has been added to the Ward Action List and continues to be raised at the at Ward Committee meetings. LA
- **Main Beach Pavilion**
WF has engaged with the KLM about replacing the Ablution block on Main Beach with a Beach Pavilion. WF has also engaged with two sets of developers to create interest in this development. One of these is definitely interested and will send a letter confirming his interest. WF will pursue with both KLM and the developer, to understand the process to be followed. WF
- **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. A consultant is working with Council and KET to find a way to get the necessary approvals for the Granny's Pool and walkway concept. The Coastal Management Plan is being developed and this would remove the requirement for a 100m high water set back line. DH and CC will establish when this is likely to be completed and arrange a meeting with KLM ECO Nomvelo Siwela and EMC ECO Dylan Anderson. SFPO will meet with Kromme Enviro Trust to establish the scope of their projects and common ground for discussion at the next meeting with the MM. DH
- These must be raised at the upcoming Draft IDP meeting (4th May) to ensure these projects are included on the IDP. LA
- **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. WF/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



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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 April.
- **Tree Planting Project**
Coral trees were chosen for planting along St Francis Drive. The section from Harbour Road to the Port is complete. The proposed next phase for the project will be St Francis Drive from the Village to the Sunset Drive intersection. At present no budget is required. 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 C Northwood. A KLM official said that we would need to complete a formal traffic survey to justify these traffic circles. This project has been shelved for the time being.
- **Bush Clearing** : No discussion.
- **Thyspunt Alliance**: The Association is in support of the Alliance who will be monitoring the renewed proposal for a nuclear site at Thyspunt – first public meeting scheduled for 20th April. CC will represent the Association and the Association will participate in any way it can to hold ESKOM accountable and assist with getting the best possible outcome for our community and economy.

7. NPC Projects

- **Long Term Coastal Protection Solution (LTCPS)**
This project is progressing on schedule. The first and second groynes are complete. Construction of the access 4th groyne is underway at Peter Crescent and the completion of the groyne at Ann Avenue is underway. Dredging of sand onto the spit beach continues. LA/DT
- **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. The tender for the work in St Francis has been awarded and works will commence in May.
- **CCTV Security Cameras**
All are functioning well. DT

8. Marketing and Communication

8.1 Database

- Databases for the SRA Demarcated area are supplied by KLM quarterly. 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 WF/DT



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membership on his Future of Santareme WhatsApp group and assist to build the database.

8.2 Website, Social Media and Newsletter

- The newsletters have been focussing on LTCPS news. CJ has been using a revised media campaign to promoted Association membership in St Francis Today and in the last newsletter, targeting new residents and those not being reached through our database.
- 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. DT

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 slight 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.
- We are speaking 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 included a short reminder/promotion for membership on their regular invoice runs. PM
- LA will supply CC with a copy of the campaign we ran a few years ago on Power and Water Security, where participating suppliers (e.g. water tanks) could be encouraged to work with the Association to help boost membership by offering a favourable discount for members. LA

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.
- **Spatial Development Framework & Precinct Plan:** A new SDF is being developed. We must then assume that once it is signed off by KLM Council then a new Precinct Plan will follow. WF to verify with KLM. WF



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- **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.
- **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. Dam levels are dropping and residents should be encouraged to install storage tanks and conserve water. This will feature in the next newsletter to members. LA/CJ
- **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. The private individuals who have undertaken repair of potholes on the R330 in the interim were acknowledged and thanked.
- **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 MT
- **KJRC:** The chairman of the KJRC is being kept abreast of progress with the LTCPS project plan. ND
- **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. JV/DH/CC
Their main focus is centred around:
 - the problem of dune erosion
 - CCTV Camera Phase 1 contract expired at the end of November 2025 and DH and his team have renegotiated 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. An AGM of the CPF will take place on 30th April which all local community organisations (registered with the KLM) will be invited to attend and vote. DT will stand down as chairman. CC will stand as new chairman. Incidences of infrastructure vandalism and theft of metal are increasing in Kouga region, and there have been reports around the canal and fire station infrastructure in St Francis. The community should be advised to install effective security to prevent theft of taps and pipes. DT/PM/CC
- **DVG:** No discussion.
- **Ward Committee:** DT and LA attend these meetings. The last meeting took place on 8th April. DT/LA
- **Environmental Monitoring Committee :** This Committee is set to meet again on 22nd May 2026. This was prescribed by DEDEAT for environmental compliance of the Long Term Coastal Protection Scheme (LTCPS) by the appointed ECO, Dylan Anderson, with LA/CC/DH



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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. Minutes of these meetings are on the SFPO website.

- **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 department to agree updates for the Aesthetics Guidelines.
- **Kromme Enviro Trust:** No discussion
- **St Francis Tourism:** They were congratulated on a very successful fundraising golf day.

LA

11. **General**

- **SSEG Registration :** KLM have circulated a Notice to all residents with solar installations that their installations must be registered and where applicable smart meters installed. There is a lot of confusion surrounding the requirements and registration process. This was raised at the Ward Meeting and the Councillor will provide feedback. LA will circulate a copy of the Notice to Committee members.
- Clarity is needed on the procedure to obtain Occupational Certificates within the amnesty period.

LA

12. **Next Meeting Friday 15th May 2026 – 11h00 a.m. – SFPO Office/Zoom**