

**MINUTES FOR THE SCCFPA COMMITTEE**  
**HELD ON: 06 NOVEMBER 2023**  
**TIME: 16:00**  
**VENUE: 9 UITKYK STREET – SUIDERSTRAND**



NO.	ITEM	DISCUSSION	RESPONSIBLE PERSON
1.0	<b>OPENING &amp; WELCOMING BY CHAIRPERSON</b>	All were welcomed to the SCCFPA (the "Association") meeting.	<b>GdT</b>
2.0	<b>PRESENT</b>	Gawie Du Toit (GdT) Schalk Van Der Merwe (SvdM) Manon Mc Donald (McD) Stevie van der Spuy (SvdS) Tina Du Plessis (TdP) Geoff Nichols (GN) Linda Steyn (LS) Klaas Steyn (KS) Derik Duvenhage (DD)	
3.0	<b>APOLOGIES</b>	Jaco Van Zyl (JvZ) Danie Schutte (DS)	
3.1	<b>ABSENT</b>	None	
4.0	<b>APPROVAL OF MINUTES DATED 03/10/2023</b>	- Proposed: - Seconded:	
5.0	<b>STANDING ITEMS</b>		
5.1	<b>Marketing, and Communication</b>	<p>a. KS suggested that all items related to marketing and communication be discussed under a combined standing item heading.</p> <p>b. The main aim of marketing and communication is to recruit owners and residents to join the SCCFPA.</p> <p>c. KS proposed that a marketing and communication strategy be developed and suggested that Jaco van Zyl be requested to develop such a strategy and plan.</p> <p>d. [suggest item 6.5 to be included here]</p> <p>e. LS offers the printing off A5 flyers providing info on breeding birds and nests with the Association's info on the reverse side.</p> <p>f. estate Agents to be provided with the Info Page to give to new house/plot owners.</p>	

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		<p>g. Also request to have old and damaged signage removed from plots. Old signs are breaking down and polluting the environment with micro-plastics.</p> <p>h. Canvassing neighbours encouraging membership. SvdM requests assistance in calling fully paid members and asking them to complete the membership form. DD offered his assistance.</p> <p>i. Requests for logo design will be done via WhatsApp groups and public participation.</p> <p>DS suggests the creation of our own Logo in terms of SS signage, perhaps new road signs, street name signs etc. DS will investigate a new logo for the Association using animals, birds or plants associated indigenous to Suiderstrand as suggested.</p>	
5.2		<p>CAM is responsible for and provided a Risk Assessment Plan. SvdM will advise the SSA on any actions required to mitigate current fire related risks, e.g., Plot Clearing and Escape Routes</p> <ul style="list-style-type: none"> <li>- SvdM met with Bradley Koopman of SANParks to discuss Plot Clearing and escape routes. Ongoing.</li> <li>- DD met with Pieter Rossouw of the Greater Overberg Fire Protection Association (goFPA) regarding risks associated with Fynbos fires. Basic preventative measures were shared and will be incorporated into the Plot Clearing Policy.</li> <li>- go-FPA is responsible for training SANParks officials and offered to include/invite SSA to participate. DD to keep in touch.</li> </ul>	<p><b>KS</b> <b>LS</b> <b>DD</b> <b>SvdM</b></p>
5.3	<b>Evacuation Plan (EP)</b>	The EP is almost complete waiting for SANParks approval and key to the lock on the entrance gate.	<b>SvdM</b>
5.4	<b>Alien Vegetation</b>	GN and SvdM every 1 <sup>st</sup> Saturday of the month for Alien Vegetation clearing.	
5.5	<b>Plot Clearing</b>	<p>Comments on policy by Wednesday 08 Nov on the draft policy as a Workshop is planned for 08 Nov 2023 at 10:00 – 9 Uitkyk Str before meeting with CAM. KS gave feedback on meeting held with Cllr Dr Andries Eksteen and Myburgh Briers. Mr Briers invited the SCCFPA to contact Ms Shandr� Laven at ODM to discuss the proposed changes to the draft policy. A meeting with her has been arranged for 20 November.</p>	<p><b>KS LS</b> <b>TdP SvdM</b> <b>GN</b></p>
6.0	<b>MATTERS ARISING FROM PREVIOUS MINUTES</b>		

<b>NO.</b>	<b>ITEM</b>	<b>DISCUSSION</b>	<b>RESPONSIBLE PERSON</b>
6.1	<b>Nomination of New Chair</b>	Resolved	
6.2	<b>CAM Meeting</b>	Resolved.	
6.3	<b>Non-Profit Organisation</b>	Resolved	
6.4	<b>Suiderstrand.co.za</b>	Resolved	
6.5	<b>Face Book</b>	Resolved	
6.6	<b>Article 6 of the Constitution</b>	Resolved	
6.7	<b>Ward Committee Meetings</b>	McD will request minutes.	<b>McD</b>
6.8	<b>Pest Control</b>	Resolved	
6.10	<b>Risk Assessment Plan</b>	In process.	
<b>7.0</b>	<b>NEW MATTERS ARISING</b>		
7.1	<b>Compilation, approval and distribution of Minutes</b>	<p>It is resolved that minutes will be distributed for comments on WhatsApp with a due date. Requests will be made for a Proposer and Secunder at the same time.</p> <p>Finalised minutes will then be sent out for committee approval, non-response by due date will be taken as confirmed.</p>	<b>DS SvdS KS</b>
7.2	<b>Planning of the AGM</b>	<p>1<sup>st</sup> AGM will be on 20 December 2023 at 16:00</p> <p>Venue: 11 Vlei Ave (TBC)</p> <p>To be advertised on social media and WhatsApp groups.</p>	<b>McD</b>
7.3	<b>Light Pollution</b>	The matter of light pollution at night is raised. TdP suggests engaging with CAM, KS suggests that the bylaw should be read and that committee members talk to neighbours however it remains a tenacious matter with no quick fixes.	<b>SvdM</b>
7.4	<b>Translation of SCCFP Constitution</b>	Translation completed and proof read by GdT. Document will be sent via WhatsApp.	<b>DS/GdT</b>
7.5	<b>Access to the Park and Suiderstrand</b>	Access to the Park and Suiderstrand via a Boom is suggested. Majority not support the request	<b>DS</b>

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		however there was support and matter to stand-over for further discussion.	
<b>8.0</b>	<b>FINANCIAL MATTERS</b>		
8.1	<b>Bank Account</b>	ABSA Bank has rejected account request, meeting setup with Standard Bank.	<b>TdP</b>
8.2	<b>Licensing and Registration of BW</b>	Waiting for Business Register Document. License fee will have to be paid as well as Road Worthiness.	<b>TdP McD</b>
9.	<b>MEETING ADJOURNED</b>	Meeting adjourns at 17:35	
10.	<b>NEXT MEETING</b>	Date: - 06 December 2023 Time: - 16:00 Venue: - 9 Uitkyk Street	

**CONFIRMATION OF MINUTES**  
**CHAIR PERSON: GAWIE DU TOIT**

**MINUTES PREPARED BY:**  
**M Mc DONALD & G NICHOLS**

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SIGNATURE

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DATE

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SIGNATURE