

MINUTES OF THE SCCFPA COMMITTEE MEETING

Held on: 05 February 2024

Time: 16:00

Venue: 7 Kortsteeg, Suiderstrand

NO	ITEM	DISCUSSION	PERSON RESPONSIBLE
1.	Opening and welcoming by chairperson	The chairperson welcomed all present.	Danie
2.	2.1. Present	Danie Schutte (Chairperson) Gawie du Toit (Vice Chairperson) Louis Lourens (Treasurer) Linda Steyn (Vice-Secretary) Geoff Nichols (Conservation) Schalk van der Merwe (Fire Prevention Officer) Klaas Steyn (Secretary)	
	2.2. Apologies	Nil	
3.	Approval of Minutes dated 15 Jan 24	Approved without corrections.	
4.	External Communication	<p>4.1. External Communication Received.</p> <p>4.1.1. A letter from Ms T. du Plessis was received expressing her concern wrt Mr Schutte being the Chairman as well as serving as a Suiderstrand representative on the SRA. After discussion of the issue the chairman has undertaken to consider resigning from the SRA. (Which he subsequently did)</p> <p>4.1.2. E-mail from Councillor Dr Eksteen wrt recent fires. An e-mail was received from Dr Eksteen wrt various matters relating to Suiderstrand's ability to cope with the Threat of Fire.</p> <p>4.2. Communication to External entities.</p> <p>4.2.1. A letter is to be written to Dr Eksteen addressing the matters raised wrt fire risk situation.</p> <p>4.2.1.1. Communication channels in emergencies</p> <p>4.2.1.2. Fire breaks</p> <p>4.2.1.3. Fire hydrands</p> <p>4.2.2. Letters of appreciation to be sent to SANParks and SMA wrt Fires.</p>	<p>Danie</p> <p>Klaas</p> <p>Klaas</p> <p>Danie</p>
5.	Additional Items	5.1. Co-opting of additional committee members.	

		<p>5.1.1. A few individuals were identified as potential co-opted members. Schalk will follow-up with them.</p> <p>5.1.2. Members to have awareness for potential other co-opted members</p> <p>5.2. Debrief / lessons learnt from recent fires.</p>	<p>Schalk</p> <p>All</p> <p>Schalk</p>
6.	Standing Matters		
	6.1. Fire Prevention Officer (FPO)	<p>6.1.1. <u>Brandwaentjie</u>. Returned to storage and serviced.</p> <p>6.1.2. <u>List of Property Owners</u>. This is still a requirement to contact wrt the clearing of invasive alien vegetation.</p> <p>6.1.3. <u>Communication during emergencies</u>.</p>	Schalk
	6.2. Conservation	<p>6.2.1. <u>Invasive Alien Clearing</u>. 62 aliens removed on 03 Feb 24. Assessment done on various properties that are populated by Invasive Alien Vegetation.</p> <p>6.2.2. <u>Fire Risks</u>. As per previous assessment.</p> <p>6.2.3. <u>iNaturalist initiative</u>. Encourage residents to log sightings.</p>	Geoff
	6.3. Finances	<p>6.3.1. <u>Current Balance</u>. R16,930.43 <u>Bank Account</u>. Still waiting for the bank account to be activated and verified. <u>Brandwaentjie Budget</u>. R10,000 confirmed</p>	Louis
	6.4. Communication and Marketing	<p>6.4.1. The Draft purpose, objectives and initiatives were presented to the meeting and will be attached to the minutes.</p>	Klaas
	6.5. Administration	<p><u>Membership Database</u>.</p> <p>Currently 84 members</p>	Louis
	6.6. Policy and Legal	<p>6.6.1. The objectives of the Policy and Legal Portfolio for 2024 is to have the Association acknowledged by official organisations.</p>	Danie
7.	Matters arising from previous minutes		
	7.1. Allocation of responsibilities per Portfolios	<p>Each committee member responsible for a Portfolio to submit Objectives for portfolio for 2024.</p>	All
	7.2. Liaison with external entities	<p>7.2.1. <u>CAM</u>:</p> <p>7.2.1.1. Fire hydrant serviceability meeting.</p> <p>7.2.1.2. <u>Plot Clearing Policy</u>: The Draft Vacant Plot Clearing and Maintenance Policy is still not approved by Council.</p> <p>7.2.1.3. Jenny-Lee Hartnick (CAM) will conduct an inspection on 06 Feb 24 to identify plots that need to be addressed to reduce the fire risk – specific focus on Invasive Alien Vegetation.</p>	<p>Schalk</p> <p>Klaas</p> <p>Schalk</p>

		<p>Schalk will accompany her to give guidance on the interpretation of the Draft Policy.</p> <p>7.2.2. <u>SAN Parks</u>:</p> <p>5.2.2.1. <u>Evacuation Plan & Exit routes</u>. It was suggested that we should consider requesting the Park what there Evacuation Plan is for their guests at the Rest Camp and the SAN Parks staff and families living in Suiderstrand. Request the Park if Suiderstrand community can join this Evacuation Plan in stead of having our own separate Evacuation Plan.</p> <p>5.2.2.2. <u>Park Manager Meeting</u>. Due to the fires the planned meeting with the Park Manager has been postponed. Danie to arrange for a new date.</p>	<p>Schalk</p> <p>Danie</p>
	7.3. Large Advertising Signage	The chairperson is following up on this.	Danie
	7.4. Speed ditches / bumps	The chairperson is following up on this.	Danie
	7.5. Telkom's poles	Schalk communicated with Telkom and all cables will be removed. Telkom's intention is to have the poles remain in place.	Schalk
	Association Website on www.suiderstrand.co.za	<p>There is a requirement to have the website made more "user-friendly".</p> <p>The copies of the approved and signed Committee Meeting Minutes will be placed on the Website – documents page.</p> <p>A copy of the approved and signed Minutes are to be also published on the Praatsaam WhatsApp group.</p>	<p>Klaas</p> <p>Klaas</p>
8.	Next Meeting	25 March 2024 at 16:00 at 11 Vlei Avenue, Suiderstrand	All
9.	Meeting adjourned	The meeting adjourned at 18:04	

CONFIRMATION OF MINUTES

Chairperson: Danie Schutte

MINUTES PREPARED BY:

Secretary: Klaas Steyn



SIGNATURE

DATE



SIGNATURE