

MINUTES OF THE SCCFPA COMMITTEE MEETING

Held on: 25 March 2024

Time: 16:00

Venue: 11 Vlei Avenue, Suiderstrand

NO	ITEM	DISCUSSION/ACTION	RESP
1.	Opening and welcoming by chairperson	The chairperson welcomed all present.	Danie
2.	2.1. Attendance	Danie Schutte (Chairperson) Gawie du Toit (Vice Chairperson) Louis Lourens (Treasurer) Linda Steyn (Communications) Geoff Nichols (Conservation) Schalk van der Merwe (Fire Prevention Officer) Klaas Steyn (Communications) Derik Duvenhage (Secretary) Anita Joubert Bagshaw (Membership and Community Market) Matilda Bester (Assistant Secretary and Beach Conservation)	
	2.2. Apologies	Gerrit Posthumus (Co-opted Member)	
	2.3. Committee changes	2.3.1 Klaas & Linda has stood down as Secretary and Vice-Secretary. Danie expressed his gratitude for their support. 2.3.2 Coopting of new committee members: Anita, Matilda and Derik 2.3.3 Derik and Matilda have been appointed as Secretary and Assist Secretary respectively. 2.3.4 Anita will head up new membership and membership administration. Noted that the responsibility to grow membership is shared by all (management and current members). 2.3.5 Anita will represent the SCCFPA at the community market. 2.3.6 Matilda will represent the SCCFPA at the beaches cleaning initiatives	
3.	Approval of Minutes	Minutes dated 6 Feb'24 approved without corrections.	
4.	External Communication	4.1 External Communication Received. 4.1.1 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 4.2 Communication to External entities. 4.2.1 E-mail to Dr Eksteen addressing the matters raised wrt, fire risk situation. 4.2.2 E-mail to Dr Eksteen addressing the Plot Clearing Policy implementation. 4.2.3 Letters of appreciation to be sent to SANParks and SMA wrt Fires. 4.3 All external communication to be added to the minutes. Klaas to forward latest to Derik	Danie Schalk Klaas Derik

5.		Matters arising from previous minutes	
	5.1 Liaison with external entities	<p>5.1.1 CAM:</p> <p>5.1.1.1 Fire hydrant serviceability. Hydrants will not be replaced this financial year.</p> <p>5.1.1.2 Schalk to forward the serviceability report to the Head of Fire Fighting in the Overberg (Reinard Geldenhuys).</p> <p>5.1.1.3 Follow-up letter to be send to Councillor Dr Eksteen requesting assistance.</p> <p>5.1.1.4 Plot Clearing Policy: To serve at Council this week.</p> <p>5.1.1.5 Plot Clearing Notices sent to owners.</p> <p>5.1.2 SAN Parks:</p> <p>5.1.2.1 Evacuation Plan & Exit routes. 2 Escape routes have been tried and mapped.</p> <p>5.1.2.2 Members to act as drivers during evacuation have been nominated and will be briefed by Schalk. Names will be added to the evacuation plan.</p> <p>5.1.2.3 New Emergency Numbers have been added to the Evacuation Plan. Schalk to confirm routes and numbers in letter to the Park Manager – Mr Dhiraj Nariandas</p> <p>5.1.2.4 Park Manager Meeting. New date to be confirmed.</p>	<p>Schalk</p> <p>Schalk</p> <p>Danie</p>
	5.2 Large Advertising Signage	<p>5.2.1 Advertising policy not followed by CAM. Danie, Klaas and Linda to approach Dr Eksteen and request support to set up a meeting with Senior CAM officials.</p> <p>5.2.2 Anita and Danie to approach Ben Smit to discuss the impact of the large board.</p>	<p>Danie</p> <p>Anita</p>
	5.3 Speed ditches / bumps	Ongoing. The chairperson is following up on this.	Danie
	5.4 Telkom's poles	Schalk communicated with Telkom and all cables have been removed. It seems Telkom's intention is to have the poles remain in place for now – this is a ongoing conversation.	Schalk
	5.5 Association Website on www.suiderstrand.co.za	There is a requirement to have the website made more "user-friendly". Action?	Who?
6.	Standing Matters	<p>Feedback was given by the relevant portfolio managers. Actions included under section 7:</p> <p>Fire Prevention, Conservation, Finance, Communication and Marketing, Policy and Legal, Membership</p> <p>Portfolio Managers to submit Objectives for portfolio for 2024. Communication and Marketing Objectives submitted and attached to the minutes of 5 Feb'24.</p>	Portfolio Managers
7.	New Items	<p>7.1 Coopted Members were introduced, and responsibilities defined.</p> <p>7.2 Request for the erection of a statue in Vlei Avenue received. Committee decided that the Association will not get involved directly.</p> <p>7.3 Principle of public Notice/Information and Warning Signage accepted. Suggested signage/placing:</p> <p>7.3.1 Safety and Emergency information – in the parking area.</p> <p>7.3.2 Conservation awareness – beach entrance.</p> <p>7.3.3 General communication – at the town entrance.</p> <p>7.3.4 Actions?</p>	

		<p>7.4 Danie will discuss potential Suiderstrand emblems with Paul Boshoff and share at next meeting.</p> <p>7.5 Newsletter. Danie circulated a draft for 1st Newsletter. Comments to be forwarded to Danie and Klaas - required by Friday, 29/3</p>	<p>Who? Danie</p> <p>All</p>
8.	Next Meeting	30/4/2024 at 16:00 at 11 Vlei Avenue, Suiderstrand	All
9.	Meeting adjourned	The meeting adjourned at 18:00	

CONFIRMATION OF MINUTES

Chairperson: Danie Schutte

MINUTES PREPARED BY:

Secretary: Derik Duvenhage

SIGNATURE

DATE

SIGNATURE