

MINUTES OF THE SCCFPA COMMITTEE MEETING

Held on: 30 April 2024

Time: 16:00

Venue: 11 Vlei Avenue, Suiderstrand

NO	ITEM	DISCUSSION/ACTION	RESP
1.	Opening	The chairperson welcomed all present.	Danie
2.	2.1. Attendance	Danie Schutte (Chairperson) Gawie du Toit (Vice Chairperson) Louis Lourens (Treasurer) Schalk van der Merwe (Fire Prevention Officer) Derik Duvenhage (Secretary) Anita Joubert Bagshaw (Membership and Community Market) Gerrit Posthumus (Co-opted Member)	
	2.2. Apologies	Linda Steyn (Communication); Klaas Steyn (Communication); Geoff Nichols (Conservation); Matilda Bester (Assistant Secretary and Beach Conservation)	
	2.3. Committee changes	Danie welcomed Gerrit Posthumus to the committee. Gerrit will consider options to a specific portfolio/responsibility. A decision will be taken at the next meeting.	Danie/ Gerrit
3.	Approval of Minutes	Minutes dated 23 March'24 approved with the following correction: 3.1 Delete point 5.1.2.4. No meeting required.	
4.	External Communication	<p>4.1 External Communication Received.</p> <p>4.1.1 Draft Policy on Clearing and Maintenance of Plots: The SCCFPA received notice that the Policy was scheduled to be tabled at CAM's Council meeting at the end of March. The SCCFPA requested that it was withheld until such time as the SCCFPA's comments were included in the submission. The Policy was not tabled at the March Council meeting. The CAM officials undertook to incorporate SCCFPA's comments in the Policy in time for the end of April Council meeting (which has been postponed to 09 May). A copy of the revised Draft Policy as well as the "Report from the Office of the Municipal Manager" before the Policy is tabled at the Council Meeting was requested. We are waiting for feedback on this.</p> <p>4.1.2 There is concern that the SCCFPA's proposals will not be included in the final policy. Danie, Klaas and Linda to approach The Councillor, Dr Eksteen for support to avoid the proposals being ignored.</p> <p>4.1.3 E-mail from Manon and Johan McDonald wrt the planned Statue in Vleilaan received. This was promptly addressed by Danie directly, referring to a decision taken by the committee on 25 March'24.</p> <p>4.2 Communication to External entities.</p> <p>4.2.1 Emails to KAM (Deon Wasserman) wrt Speed Bumps and Water Diversion ditches. This was followed by a meeting with the Councillor and Deon Wasserman where the placing of Speed Bumps and Water Diversion Ditches were formally proposed.</p> <p>4.2.2 Various discussions with Brian Neal regarding the Serviceability of Water Hydrants.</p> <p>4.3 Please note that all formal external communication needs be added to the minutes. Committee members should therefore always copy the Secretary.</p>	<p>Danie, Klaas, Linda</p> <p>All</p>

5.	Standing matters	Portfolio Leaders to address Matters Arising, New Issues and General Feedback: Fire Prevention and Safety, Community Market, Conservation, Finance, Communication and Marketing, Beach Conservation, Policy and Legal, and Membership	
	5.1 Fire Prevention and Safety	<p>5.1.1 Fire Hydrant Serviceability:</p> <p>5.1.1.1 Schalk had various discussions with Brian Neale, the KAM Manager for Water & Sewerage. Whilst no budget was allocated to Suiderstrand, Brian expressed a willingness to consider sharing the Agulhas allocation.</p> <p>5.1.1.2 It was agreed that KAM will participate in the testing of all the hydrants and then decide to replace and/or add new hydrants.</p> <p>5.1.1.3 Schalk is suggesting adding fire hydrants in Lagoon drive and next to the entrance to Moquini Bay</p> <p>5.1.1.4 Schalk is commended for his efforts and the progress made to make Suiderstrand a safer place.</p> <p>5.1.2 SAN Parks Evacuation Routes:</p> <p>5.1.2.1 The Park Managers raised concerns about the potential unauthorised usage of the 2 Escape routes. Schalk explained that there will be proper communication in the event of a crisis, i.e., long before the routes are needed.</p> <p>5.1.2.2 Fire breaks were cleared.</p> <p>5.1.3 Evacuation Plan</p> <p>5.1.3.1 More should be done to communicate and educate residence on the Evacuation Plan details.</p> <p>5.1.3.2 Schalk requested to use the next Newsletter to educate and improve awareness.</p> <p>5.1.4 Speed Bumps and Water Diversion Ditches</p> <p>5.1.4.1 KAM accepted proposals for the above. Good participation from community members. Danie is commended for his role in getting KAM support.</p> <p>5.1.4.2 Mr Wasserman was optimistic that KAM would be able to fund the proposes speedbumps and water furrows and as a result the private funding of the said improvements were not taken further although it was offered again.</p>	<p>Schalk</p> <p>Schalk</p>
	5.2 Community Market	<p>5.2.1 Community Market will continue Saturday, 4 May 2024 at the Parking area.</p> <p>5.2.2 Klaas and Linda to facilitate an iNaturalist session. Anita to discuss detail with Klaas and Linda</p> <p>5.2.3 Members urged to promote and support the initiative.</p>	<p>Anita</p> <p>Anita</p>
	5.3 Finance	<p>5.3.1 Louis, Danie and Gawie to register in person for money Apps on Monday, 6 May in Bredasdorp.</p> <p>5.3.2 Access to the App will allow Louis to transfer money into an interest-bearing account.</p> <p>5.3.3 Louis confirmed that an individual membership fee was received. No membership form was received making it impossible to recognise the contribution.</p> <p>5.3.4 Approval granted to buy 2nd bottle of Kaput for Alien plant control.</p> <p>5.3.5 SCCFPA finances are healthy. Annual membership fees are due in August.</p>	<p>Louis</p> <p>Schalk</p>
	5.4 Membership	<p>5.4.1 Anita to approach Estate Agents with request to share information about Suiderstrand with new residents.</p> <p>5.4.2 Anita to consider previous letter drafted by Steve vd Spuy. Derik to assist.</p> <p>5.4.3 The Committee is concerned about:</p> <p>a) ongoing effective communication with members. Registered members can be approached via email.</p> <p>b) Keeping membership information updated.</p>	<p>Anita</p> <p>Anita</p> <p>Derik</p>

		5.4.4 c) Growing registered membership numbers. Anita, Schalk and Gerrit to review content of SCCFPA current file and consider membership management and sharing responsibilities.	Anita, Schalk, Gerrit
	5.5 Comms and Marketing	5.5.1 Committee Members reminded that the "Committee" is acting on behalf of the SCCFPA. All communication should thus be done as the SCCFPA or Suiderstrand Association and not the "committee". 5.5.2 With events and initiatives by the SCCFPA Committee the coordinator should send draft information to the Communications Portfolio who will format it in the pattern used to this point as for example for the Alien Hacks, Beach Clean-up, etc. It is also important that we communicate feedback to the community on completion of the event. 5.5.3 Members of the Association are requested to always cc Suiderstrand.association@gmail.com when communicating with external bodies/individuals. All enquiries should also reference the official email address.	All All All
	5.6 Conservation	5.6.1 Anita and Geoff commended on their article posted on the Praatsaam group (The Suiderstrander Newsletter). Requested to continue to post similar articles. 5.6.2 Anita to confirm legal requirement re alien plants that should be communicated to new buyers by Estate Agents. 5.6.3 Successful invasive alien plant removal exercise (27/4) well received.	Anita/ Geoff Anita
	5.7 Beach Conservation	5.7.1 Beach clean-up exercise successfully conducted. Excellent video footage well appreciated by the committee. Requested to edit-out the free-running dog captured in the video – against KAM regulations.	Matilda/ Anita
6.	General/ Other Matters Arising	6.1 Large Advertising Signage. Danie, Klaas, Linda and Schalk had a meeting with Mr Njabulo Mbuyazi. (Manager Building Control KAM). Confirmation of the 1x year time limit if permission required legally. Mr Mbuyazi to take the matter further. Danie to follow up re progress. 6.2 Inviting a member of the SRA/SIV as a Co-opted Member of the Association was agreed to in principle. Support to be sought from absent members: <ul style="list-style-type: none">Danie to approach MatildaSchalk to talk to Klaas, Linda and Geoff 6.3 If no objections Danie will approach member of SRA/SIV 6.4 The SCCFPA will not create a Facebook page currently. 6.5 Need expressed and supported to build relationship with wider Suiderstrand community. Decided to prompt community input before SCCFPA committee meetings using current email addresses as well as the Praatsaam group. 6.6 Improving the Association pages on the Suiderstrand.co.za website. Schalk, Gerrit, Derik to brainstorm improvements and then approach Sam for input. 6.7 Principle of public Notice/Information and Warning Signage accepted. Suggested signage/placing: <ul style="list-style-type: none">a) Safety and Emergency information – in the parking area.b) Conservation awareness – beach entrance.c) General communication – at the town entrance. Pending. Decided that this will be actioned post a decision on the emblem. 6.8 Search for Suiderstrand emblem. Danie submitted examples. No consensus now. Decided to approach the community from scratch requesting proposals. Both emails (signed up members)	Danie Danie/ Schalk Danie Schalk/ Klaas/ Linda Schalk/ Gerrit/ Derik Derik Danie/ Klaas

		<p>and Praatsaam Group to be used. One (1) month deadline. Klaas and Danie to drive.</p> <p>6.9 Danie will ask 2x Portfolio Leaders to lead a discussion on their objectives for the rest of the year. This will allow alignment between portfolios.</p> <p>6.10 Owl, Bat and Falcon “homes” – Danie provided feedback on the suitability of the material and is in discussion with Roland. Roland’s availability might be an issue currently.</p>	<p>Danie</p> <p>Danie</p>
7.	Next Meeting	3/6/2024 at 16:00 at 11 Vlei Avenue, Suiderstrand	All
8.	Meeting adjourned	The meeting adjourned at 17:50	

CONFIRMATION OF MINUTES

Chairperson: Danie Schutte

Ms M. Hunter.

SIGNATURE

DATE _____

MINUTES PREPARED BY:

Secretary: Derik Duvenhage


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