

MINUTES OF THE SCCFPA COMMITTEE MEETING

Held on: 03 June 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) Geoff Nichols (Conservation) Matilda Bester (Assistant Secretary and Beach Conservation)	
	2.2. Apologies	None	
	2.3. Committee changes	Geoff Nichols indicated that he would continue to support the Committee, but in an ad-hoc capacity, preferably responding to written enquiries.	Danie
3.	Approval of Minutes	Minutes dated 30 April'24 approved with the following correction: 3.1 Change point 5.1.1.3 – Schalk is suggesting adding fire hydrants in Lagoon Drive and Vlei Avenue.	
4.	External Communication	4.1 External Communication Received. 4.1.1 None received 4.2 Communication to External entities. 4.2.1 Email comms with Mr. Njabulo Mbuyazi (Manager Building Control KAM) wrt the large Moquini Bay signage boards. See actions under Point 6, Other Matters Arising. 4.3 Please note that all formal external communication needs be added to the minutes. Committee members should therefor always copy the Association email address: Suiderstrand.Association@gmail.com	
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	5.1.1 2024 Objectives and Focus Areas 5.1.1.1 Schalk presented the Objectives and Focus Areas. Please find a copy attached to the minutes 5.1.2 Fire Hydrant Serviceability: 5.1.2.1 Schalk had various discussions with Brian Neale, the KAM Manager for Water & Sewerage. Permission granted to speak directly to the KAM Consultant and appointed sub-contractor. 5.1.2.2 Schalk and the sub-contractor will be testing all hydrants within the next month. Faulty hydrants will be repaired or replaced. New hydrants will also be considered based on the available budget. 5.1.2.3 The SCCFPA is extremely satisfied with progress made. Once all hydrants are serviceable, the SCCFPA will take over the testing responsibility, with KAM remaining responsible for hydrant repairs and replacements.	Schalk

		<p>5.1.2 SAN Parks Evacuation Routes: 5.1.2.1 Nothing new.</p> <p>5.1.3 Evacuation Plan 5.1.3.1 Schalk in the process of reviewing the Evacuation Plan and updating the Suiderstrand Website. 5.1.3.2 The committee will use the next SCCFPA Newsletter to educate the community and improve awareness.</p> <p>5.1.4 Speed Bumps and Water Diversion Ditches 5.1.4.1 KAM accepted proposals for the above. No timeframe provided for building speedbumps and water ditches. Danie to follow up monthly.</p>	<p>Schalk</p> <p>Danie</p>
	5.2 Community Market	<p>5.2.1 Community Market initiative doing well. Weather plays a role, but orders taken for delivery positively received as an alternative.</p> <p>5.2.2 Anita to consider arranging another iNaturalist session.</p> <p>5.2.3 The Community Market's key focus is to grow community participation. The SCCFPA will not actively market the event in neighbouring towns.</p> <p>5.2.4 Members urged to promote and support the initiative. Next market planned for Saturday, 6 July 2024.</p>	<p>Anita</p> <p>Anita</p>
	5.3 Finance	<p>5.3.1 Access to the App allows Louis to transfer money into the interest-bearing account. This is working well.</p> <p>5.3.2 Louis to continue to acknowledge individual membership fees received, provided contact details are available.</p> <p>5.3.3 SCCFPA credit card available from Louis should it be required for approved purchases.</p> <p>5.3.4 Approval given to compensate Sam for work done on the Suiderstrand Website</p>	<p>Louis</p> <p>All</p> <p>Schalk</p>
	5.4 Membership	<p>5.4.1 Anita to draft a welcoming letter covering SCCFPA goals and Suiderstrand conservation awareness and to prompt Estate Agents to share this information with new residents.</p> <p>5.4.2 Anita to approach Steve van der Spuy re previous Estate Agent initiative.</p> <p>5.4.3 Signed Membership applications to be forwarded to Schalk who will update the membership log.</p> <p>5.4.4 Anita, Schalk and Gerrit to review content of SCCFPA current file and consider membership management and sharing responsibilities. Ongoing.</p>	<p>Anita</p> <p>Anita</p> <p>All/Schalk Anita, Schalk, Gerrit</p>
	5.5 Comms and Marketing	<p>5.5.1 Comms and Marketing Portfolio leader vacancy.</p> <p>5.5.2 Suiderstrand Logo – deadline is 17/6. Good proposals received. The committee will convene on Thursday, 20/6 (16h00), to consider submissions and next steps. Venue is 11 Vleilaan.</p> <p>5.5.3 Danie to submit praatsaam group reminder of the deadline.</p> <p>5.5.4 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.</p>	<p>Danie</p> <p>All</p> <p>Danie</p> <p>All</p>
	5.6 Conservation	<p>5.6.1 Geoff presented the Conservation Portfolio's key objectives and focus for 2024. A copy will be submitted with the minutes.</p> <p>5.6.2 Anita and Geoff will continue to post conservation articles on the Praatsaam group (The Suiderstrander Newsletter). These articles have been well received by the community.</p> <p>5.6.3 Geoff's booklet on indigenous local plants to be promoted. It was suggested that all new residents receive a complementary booklet when visited by a SCCFPA member.</p> <p>5.6.4 New Plot Clearing bylaw approved by Council. The SCCFPA is not satisfied that their proposals were sufficiently covered/ included. Concerns also raised about the standard application of the bylaw, i.e., different KAM officials seem to have different interpretations. Danie to approach Dr Eksteen for support in</p>	<p>Anita/Geoff</p> <p>Danie/Anita</p> <p>Danie</p>

		organising a meeting with the appropriate officials. Danie to request assistance from Klaas.	
	5.7 Beach Conservation	<p>5.7.1 Another successful Beach clean-up exercise conducted. The SCCFPA should avoid date classes with other initiatives, e.g., the Agulhas Heritage Association.</p> <p>5.7.2 Committee members urged to support this initiative. Planned for every 3rd Saturday of the month.</p>	<p>Matilda</p> <p>All</p>
6.	General/ Other Matters Arising	<p>6.1 Large Advertising Signage. Danie to acknowledge response from Mr Njabulo Mbuyazi (Manager Building Control KAM). The SCCFPA should request confirmation of the 1x year time limit and request that the penalty be applied for the illegal erection. There needs to be a consequence for illegal activities.</p> <p>6.2 The SRA/SIV is prepared to attend ad-hoc SCCFPA meetings where SRA/SIV input is required. Such input should be timely submitted to the STA/SIV before SCCFPA meetings.</p> <p>6.3 The SCCFPA will investigate the current ownership the "Suiderstrand Facebook page". Matilda will consider appropriate steps to start a Facebook page supported by the SCCFPA.</p> <p>6.4 No input received from members re topics for discussion on SCCFPA Committee meetings.</p> <p>6.5 Improving the Association pages on the Suiderstrand.co.za website. Schalk, Gerrit, Derik to continue interaction with SAM and recommend improvements. The committee approved a request to pay a once-off fee for support.</p> <p>6.6 Principle of public Notice/Information and Warning Signage accepted. Suggested signage/placing:</p> <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. <p>Pending. Decided that this will be actioned post a decision on the emblem.</p> <p>6.7 Following on from Fire Prevention and Conservation, 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>6.8 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. Ongoing.</p>	<p>Danie</p> <p>Danie</p> <p>Matilda</p> <p>Schalk/ Gerrit/ Derik</p> <p>Derik</p> <p>Danie</p> <p>Danie</p>
7.	Next Meeting	5/8/2024 at 16:00 at 11 Vlei Avenue, Suiderstrand	All
8.	Meeting adjourned	The meeting adjourned at 17:20	

CONFIRMATION OF MINUTES

Chairperson: Danie Schutte

MINUTES PREPARED BY:

Secretary: Derik Duvenhage

SIGNATURE

DATE

SIGNATURE