

## MINUTES OF THE SCCFPA COMMITTEE MEETING

Held on: 05 August 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) Derik Duvenhage (Secretary) Anita Joubert Bagshaw (Membership and Community Market) Gerrit Posthumus (Co-opted Member) Matilda Bester (Marketing and Comms: Assistant Secretary)	
	2.2. Apologies	Schalk van der Merwe (Fire Prevention Officer) Geoff Nichols (Conservation)	
	2.3. Committee changes	Matilda Bester to head up the Marketing and Communications Portfolio.	
3.	Approval of Minutes	Minutes dated 3 June'24 approved.	
4.	External Communication	4.1 External Communication Received. 4.1.1 None 4.2 Communication to External entities. 4.2.1 Acceptance by the Suiderstrand Association of the Conditions set by SANPARK pertaining to the use of "Pietie se Huis" on our logo. 4.2.2 Email comms with Mr. Njabulo Mbuyazi (Manager Building Control KAM) wrt the large Moquini Bay signage boards. KAM intends to act wrt the illegal erection of signage boards. 4.2.3 Ongoing communication with Dr Eksteen on KAM's application of the new Stand Clearing Bylaw 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: <a href="mailto:Suiderstrand.Association@gmail.com">Suiderstrand.Association@gmail.com</a>	
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, Policy and Legal, and Membership	
	5.1 Fire Prevention and Safety	<b>5.1.1 Fire Hydrant Serviceability:</b> 5.1.1.1 All existing hydrants have been serviced and/or replaced. 9 New hydrants were installed. In total there are effectively 16 new hydrants in Suiderstrand. 5.1.1.2 Provision made for future hydrant required for stand 5. 5.1.1.3 Schalk to update the hydrant location map. 5.1.1.4 The SCCFPA will take over the testing responsibility, with KAM remaining responsible for hydrant repairs and replacements. 5.1.1.5 Request for a second hydrant valve tool to be made available. To be considered at next meeting. <b>5.1.2 SAN Parks Evacuation Routes:</b> 5.1.2.1 Nothing new. <b>5.1.3 Evacuation Plan</b> 5.1.3.1 Schalk in the process of reviewing the Evacuation Plan and updating the Suiderstrand Website.	Schalk  Gerrit  Schalk

		<p>5.1.3.2 The committee will use the next SCCFPA Newsletter to educate the community and improve awareness.</p> <p>5.1.4 <b>Speed Bumps and Water Diversion Ditches</b></p> <p>5.1.4.1 KAM accepted proposals for the above. No timeframe provided for building speedbumps and water ditches. <b>Danie to follow up monthly.</b></p> <p>5.1.5 <b>Brand Waentjie</b></p> <p>5.1.5.1 Motor starter cord replaced by Gerrit.</p> <p>5.1.5.2 Alternative storage facility for the Brand Waentjie discussed. Anita to enquire about the potential use of the vacant shed in BlueBay, off Seemans Road.</p>	<p>Danie</p> <p>Anita</p>
	5.2 Community Market	<p>5.2.1 Community Market initiative doing well. Next market planned for 7 September 2024.</p> <p>5.2.2 A decision was taken that there will always be 1x Committee member available to support Anita with enquiries about the association.</p>	<p>Anita</p> <p>Danie</p>
	5.3 Finance	<p>5.3.1 SCCFPA credit card available from Louis should it be required for approved purchases. This is cheaper than to get a refund.</p> <p>5.3.2 Bank details and account number to be added to the Membership Application form.</p>	Louis
	5.4 Membership	<p>5.4.1 Anita drafted a welcoming letter covering SCCFPA goals and Suiderstrand conservation awareness and to prompt Estate Agents to share this information with new residents. <b>Committee members to review and give feedback to Anita.</b></p> <p>5.4.2 Membership currently on 90. Committee members should actively market the association towards our target of 120.</p>	<p>Anita</p> <p>All</p>
	5.5 Comms and Marketing	<p>5.5.1 Matilda will take the Comms and Marketing Portfolio leadership position. Thank you!</p> <p>5.5.2 The committee would like to promote the idea of Suiderstrand as a "Conservation Village" on signage. Other proposals and actions to be discussed at the next meeting.</p> <p>5.5.3 A "New Residents welcoming parcel" to be introduced and proposals submitted to the committee. This should include a Welcoming letter, SS Logo example, Geoff's booklet on indigenous plants, Association information, Application form, etc.</p> <p>5.5.4 <b>Suiderstrand Logo</b> –4x alternatives accepted. Decision to approach community again for a final Logo vote. The committee will convene on Wednesday, 14/8 (16h00), to consider next steps. Venue is 11 Vleilaan.</p> <p>5.5.5 Matilda to investigate opportunities to use KAM monthly accounts system for general communication to members/ community.</p> <p>5.5.6 Members of the Association are requested to always cc <a href="mailto:Suiderstrand.association@gmail.com">Suiderstrand.association@gmail.com</a> when communicating with external bodies/individuals. All enquiries should also reference the official email address.</p>	<p>Matilda/ Anita</p> <p>Matilda, Danie, Anita</p> <p>Matilda, Derik</p> <p>Matilda</p> <p>All</p>
	5.6 Conservation	<p>5.6.1 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 approached Dr Eksteen for support in organising a meeting with the appropriate officials. Danie to request assistance from Klaas. <b>Ongoing</b></p> <p>5.6.2 Beach conservation. Next cleaning activity planned for 14 September 2024.</p>	<p>Danie/Anita</p> <p>Matilda</p>
6.	General/ Other Matters Arising	<p>6.1 <b>Large Advertising Signage.</b> Email received from Mr Njabulo Mbuyazi (Manager Building Control KAM) indicating that the matter is still under review. Ongoing</p>	Danie

		<p>6.2 Frequency of Parking Area Public Toilets cleaning. Anita to approach supervisor at Agulhas Caravan Park to clarify.</p> <p>6.3 Current ownership the “Suiderstrand Facebook page” could not be established. Matilda will consider appropriate steps to start a Facebook page supported by the SCCFPA.</p> <p>6.4 Improving the Association pages on the Suiderstrand.co.za website. Schalk, Gerrit, Derik to continue interaction with SAM and recommend improvements. <b>Ongoing.</b></p> <p>6.5 Principle of public Notice/Information and Warning Signage accepted. Suggested signage/placing:</p> <p>a) Safety and Emergency information – in the parking area.</p> <p>b) Conservation awareness – beach entrance.</p> <p>c) General communication – at the town entrance.</p> <p><b>Public signage examples, proposals and location initiative to be led by Matilda. All committee members to support</b></p> <p>6.6 Parking Area parking barriers (paaltjies). Drivers damaging vegetation to be avoided. Options to be discussed with KAM.</p> <p>6.7 “Sold” signage removal from stands. Matilda to discuss with Estate Agent(s), confirm 2x months advertising limit and advise the committee on appropriate actions to reduce littering.</p> <p>6.8 Bat “homes” – The committee will get a prototype and consider selling these at the Community Market.</p>	<p>Anita</p> <p>Matilda</p> <p>Schalk/ Gerrit/ Derik</p> <p>Matilda/ Derik</p> <p>Derik</p> <p>Matilda</p> <p>Danie</p>
7.	Next Meeting	5/9/2024 at 16:00 at 11 Vlei Avenue, Suiderstrand	All
8.	Meeting adjourned	The meeting adjourned at 17:10	

## CONFIRMATION OF MINUTES

Chairperson: Danie Schutte

## MINUTES PREPARED BY:

Secretary: Derik Duvenhage

SIGNATURE

DATE

SIGNATURE