

Held on: 05 September 2024      Time: 16:00      Venue: 11 Vlei Avenue, Suiderstrand

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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) Schalk van der Merwe (Fire Prevention Officer) 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	Louis Lourens (Finance) Geoff Nichols (Conservation)	
	2.3. Committee changes	No changes. Schalk vd Merwe will attend meetings when required as the Fire Prevention Officer.	
3.	Approval	Minutes dated 5 August'24 approved.	
4.	External Communication	4.1 External Communication Received. 4.1.1 From KAM wrt barriers at the Parking Area. Reply to email from Derik Duvenhage. 4.1.2 Approved Resolution 62/2024 – Policy for the Clearing and Maintenance of vacant land from KAM. 4.2 Communication to External entities. 4.2.1 Letter of appreciation to Brian Neale, Manager Water and Sanitation Distribution (KAM) wrt the support to expand, fix and upgrade water hydrants in Suiderstrand. 4.2.2 Email to Deon Wasserman, Manager Roads and Storm Water, KAM, wrt the protection of Dune Vegetation at the parking area. 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 Status: Hydrant numbers: • Total number = 27 (Including 7 replacements and 9 new 5.1.1.2 The SCCFPA will take over the testing responsibility, with KAM remaining responsible for hydrant repairs and replacements. <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. <b>5.1.4 Speed Bumps and Water Diversion Ditches</b> 5.1.4.1 To be introduced in September 2024. 5.1.4.2 Speedbump at the corner of R319 and Kamp streets. This was omitted from the plan submitted to and approved by KAM. This will be rectified as soon as 1 <sup>st</sup> wave done.	Schalk           Schalk Danie Derik

		5.1.5.1 Alternative storage facility for the Brand Waentjie. Anita to approach Blue Bay formally on behalf of the SCCFPA for the potential use of the vacant shed in BlueBay, off Seamans Road.	Anita
	5.2 Community Market	5.2.1 Community Market initiative doing well. Another successful market held on Saturday 7 September. Next market planned for 5 October 2024. 5.2.2 Matilda will represent the Association whenever she is available.	Anita
	5.3 Finance	5.3.1 Membership Fees will remain at R150 for the next financial year. 5.3.2 AGM notification to be send out: 18/12/2024 at 54 Seemans Road (Jaco van Zyl's house).	Louis
	5.4 Membership	5.4.1 Ongoing development of a residents welcoming letter covering SCCFPA goals and Suiderstrand conservation awareness. Estate Agents will be asked to share this information with new/potential residents. 5.4.2 Membership currently on 90. Committee members should actively market the association towards our target of 120.	Anita  All
	5.5 Comms and Marketing	5.5.1 Newsletter to be drafted by Danie. Newsletter to be published in September 2024. 5.5.2 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. <b>Ongoing</b> 5.5.3 <b>Suiderstrand Logo</b> –Final Logo accepted. Various formats developed and ready for use – Thank you Matilda! 5.5.4 Matilda to investigate opportunities to use KAM monthly accounts system for general communication to members/ community. 5.5.5 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.	Danie  Matilda/ Anita  Matilda  All
	5.6 Conservation	5.6.1 New Plot Clearing bylaw was shared by KAM. The SS Association is pleased to find several of its recommendations included in the final document. Re implementation: The meeting scheduled with the appropriate officials to discuss implementation was cancelled by KAM and a new meeting scheduled for 25/9 at 10h00 at the Bredasdorp Council Chambers. Klaas and Linda are available to attend. 5.6.2 <b>Beach conservation.</b> Danie requested to share Heritage foundation planned activities schedule with Matilda. The Association is trying to avoid activity-overlap.	Danie/ Geoff  Danie/ Matilda
6.	General/ Other Matters Arising	6.1 Large Advertising Signage. The matter is still under review. <b>Ongoing.</b> 6.2 Matilda will consider appropriate steps to start a Facebook page supported by the SCCFPA 6.3 Improving the Association pages on the Suiderstrand.co.za website. Schalk, Gerrit, Derik to continue interaction with SAM and recommend improvements. <b>Ongoing.</b> 6.4 Public signage examples, proposals and location initiative to be led by Matilda. Matilda presented a detailed proposal for signage at various locations including: a) Safety and Emergency information – in the parking area. b) Conservation awareness – beach entrance. c) General communication – at the town entrance. 6.5 The Committee debated, changed and approved signage to be introduced at various locations. The final proposal/presentation to be saved on Dropbox.	Danie  Matilda  Schalk/ Gerrit/ Derik  Matilda

		<p>6.6 The introduction of new signage needs to be done with the support and blessing of KAM. Proposals needs to be discussed with Mr Deon Wasserman and other KAM officials (Tourism). Ward Councillor can again be approached for support.</p> <p>6.7 Parking Area parking barriers (paaltjies). Drivers damaging vegetation to be avoided. Contact made with Mr Deon Wasserman (Manager Roads and Storm Water) who will visit the area and consider options.</p> <p>6.8 "Sold" signage removal from stands. Matilda to discuss with Estate Agent(s), i.e., confirm 2x months advertising limit and advise the committee on appropriate actions to reduce littering.</p> <p>6.9 Bat "homes" – Gerrit to contact Unger Adendorf re examples of specifications. The committee to get a prototype and consider selling these at the Community Market.</p> <p>6.10 Environmental Management Concept" introduced by Anita. SCCFPA Committee excited about the concept, authorising Anita to investigate the development of an Environmental Awareness Guideline for Suiderstrand. Anita to identify and link up with the KAM Environmental Officer.</p> <p>6.11 The SCCFPA needs a standalone Dropbox or similar (e.g. Google Drive) facility. Gerrit to investigate alternatives and advise the committee</p>	<p>Matilda</p> <p>Dannie</p> <p>Derik</p> <p>Matilda</p> <p>Gerrit</p> <p>Anita/ Danie</p> <p>Gerrit</p>
7.	Next Meeting	8/10/2024 at 16:00 at 11 Vlei Avenue, Suiderstrand	All
8.	Meeting adjourned	The meeting adjourned at 17:45	

## CONFIRMATION OF MINUTES

Chairperson: Danie Schutte

## MINUTES PREPARED BY:

Secretary: Derik Duvenhage

SIGNATURE

DATE

SIGNATURE