

MINUTES OF THE SCCFPA COMMITTEE MEETING

Held on: 08 October 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) Derik Duvenhage (Secretary) Anita Joubert Bagshaw (Membership and Community Market) Gerrit Posthumus (Fire Prevention Officer) Matilda Bester (Marketing and Comms: Assistant Secretary)	
	2.2. Apologies	Louis Lourens (Finance), Gawie du Toit (Vise Chairperson) Geoff Nichols (Conservation)	
	2.3. Committee changes	Schalk vd Merwe replaced by Gerrit Posthumus as the Fire Prevention Officer.	
3.	Approval	Minutes dated 5 September'24 approved.	
4.	External Communication	<p>4.1 External Communication Received.</p> <p>4.1.1 From KAM wrt barriers at the Parking Area. Reply to email from Derik Duvenhage.</p> <p>4.1.2 Response with leasing proposal from BlueBay regarding the use of the vacant shed as a storage facility for the Brandwaentjie.</p> <p>4.1.3 From KAM with regard (and in response) to a proposal for signage and signs the Suiderstrand Association would like to introduce.</p> <p>4.2 Communication to External entities.</p> <p>4.2.1 Email of appreciation to KAM re removal of large signage board at Suiderstrand entrance.</p> <p>4.2.2 Letter to BlueBay requesting the use of the vacant shed as a storage facility for the Brandwaentjie.</p> <p>4.2.3 Proposal to KAM for Signage and signs for Suiderstrand.</p> <p>4.2.4 Email of appreciation to Mr Njabulo Mbuyazi, Manager Building Control (KAM) wrt approval of signage and signs proposal for Suiderstrand.</p> <p>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</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, Policy and Legal, and Membership	
	5.1 Fire Prevention and Safety	<p>5.1.1 General:</p> <p>5.1.1.1 SCCFPA accepted the resignation of Schalk van der Merwe as the Fire Prevention Officer. He will be replaced by Gerrit Posthumus with immediate effect.</p> <p>5.1.1.2 The committee expressed its appreciation for the role Schalk played in founding the SCCFPA and the enormous amount of work he did since then.</p> <p>5.1.1.3 With reference to the constitution the new Fire Fighting Team will be chaired by Gerrit with Tina du Plessis as vice-chair and secretary.</p> <p>5.1.1.4 New budget recommendations considered and an amount of R14,630 approved for the new financial year.</p> <p>5.1.1.5 Gerrit to consider request for the development of a quick reference pamphlet to create awareness of fire risk. Something that can easily be shared with holiday makers.</p> <p>5.1.2 Fire Hydrant Serviceability</p>	<p>Gerrit</p> <p>Gerrit</p>

		<p>5.1.2.1 All hydrants inspected by Gerrit, Schalk and Geoff. All faults recorded and will be reported to KAM.</p> <p>5.1.2.2 The Association will continue to work with the newly appointed consultant, Mr van Zyl.</p> <p>5.1.3 SAN Parks Evacuation Routes:</p> <p>5.1.2.1 Nothing new.</p> <p>5.1.4 Evacuation Plan</p> <p>5.1.4.1 Nothing new.</p> <p>5.1.5 Speed Bumps and Water Diversion Ditches</p> <p>5.1.4.1 Speed bumps installed on Seemans Road well received by residents.</p> <p>5.1.4.2 Speed bump 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 1st wave done.</p> <p>5.1.5 Brand Waentjie</p> <p>5.1.5.1 Alternative storage facility for the Brand Waentjie. BlueBay opened to the idea and submitted alternative leasing proposals.</p> <p>5.1.5.2 SCCFPA confirms the requirement to find a permanent storage facility and will evaluate proposals and cost implications before a final decision is taken.</p>	<p>Gerrit</p> <p>Gerrit</p> <p>Derik</p> <p>Danie/ Gerrit</p>
	5.2 Community Market	<p>5.2.1 Community Market initiative doing well.</p> <p>5.2.2 Nothing new</p>	Anita
	5.3 Finance	5.3.1 Year-end financial statements to be forwarded to Danie and to be submitted for auditing to Louise.	Louis
	5.4 Membership	5.4.1 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. Ongoing	Anita
	5.5 Comms and Marketing	<p>5.5.1 Newsletter well received.</p> <p>5.5.2 A "New Residents welcoming parcel" to be introduced and proposals submitted to the committee. Ongoing</p> <p>5.5.3 Suiderstrand Logo – Formal application for SS signs and signage was discussed with KAM. Proposals were accepted pending the receipt of the formal application.</p> <p>5.5.4 Matilda to investigate opportunities to use KAM monthly accounts system for general communication to members/ community. Ongoing.</p> <p>5.5.5 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 Matilda/ Anita</p> <p>Matilda</p> <p>Matilda</p> <p>All</p>
	5.6 Conservation	<p>5.6.1 Beneficial discussions between the SCCFPA and KAM around the implementation of the new Plot Clearing bylaw. KAM undertook to involve the SCCFPA in Plot Clearing activities.</p> <p>5.6.2 Beach conservation. Beach cleaning scheduled for 08h30 on Saturday, 26 October 2024.</p>	<p>Danie/ Geoff</p> <p>Matilda</p>
6.	General/ Other Matters Arising	<p>6.1 Facebook page for the SCCFPA. Ongoing</p> <p>6.2 Improving the Association pages on the Suiderstrand.co.za website. Gerrit and Derik to continue interaction with SAM and introduce improvements. Ongoing.</p> <p>6.3 New signage and signs proposal was accepted by KAM in principle. A formal application needs to be submitted.</p> <p>6.4 Parking Area parking barriers (paaltjies). There is no budget available for barriers at present. The stone wall seems to be effective as well. To be considered in future.</p>	<p>Matilda</p> <p>Gerrit/ Derik</p> <p>Matilda</p> <p>Derik</p>

		<p>6.5 “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>6.6 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>6.7 The SCCFPA will use Google Drive as a repository for SCCFPA documents. All documents were transferred from the previous Dropbox setup (thank you Gerrit!). Gerrit will provide Google Drive training at the next meeting.</p>	<p>Matilda</p> <p>Anita/ Danie</p> <p>Gerrit</p>
7.	Next Meeting	11/11/2024 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