

**Minutes of the Annual General Meeting of the Kalk Bay St. James SRA NPC  
held at 19h10 on Monday 4 November 2024  
at the Kalk Bay Community Centre, Kalk Bay.**

### **1. Registration**

### **2. Welcome & Apologies**

The Chairman Bert Stafford welcomed all present, about 72 residents, and special guests Cllr Izabell Sherry, David-John (CoCT), and Capt Knapp, (SAPS).

Apologies: Kenneth McClarty, Jeremy Clampett, Paula Hathorn, Chris Giffard, Dawn Garrish, Eric Stephen.

### **3. Membership list status**

The Chair reported that the company has 65 registered members, 29 in Kalk Bay and 36 in St James.

Resignations: Sherry Scholtz moved out of the area, Spencer Siljeur deceased.

New registered members 2023-24:

Rowena Coetzee, Peter Barron, Ted Knight, Goolam Aboobaker and Ruth Lewin, Lesley Unite, Insight SGI Propco PTY LTD (Dion Millson), Kerbyn 354 (PTY) LTD (Peter Flanagan), J Clampett, Anne Bryce, Malcolm McCarthy

He informed the meeting that new Council rules for SRAs state that members who are absent from 2 consecutive AGM meetings shall be removed from the membership list and could apply to have their membership reinstated.

### **4. Quorum to constitute the meeting**

Kalk Bay members 20; St James members 29 ; total members and proxies held 49.

This AGM was quorate as new regulations promulgated by the Council require only 10%, 7 members to be present to constitute a quorum. Previously a quorum required that 20% of the members should be present. The reason Council changed the regulations is that in some SRAs poor attendance made it impossible to hold an AGM.

**GUEST: Capt Knapp SAPS:** This the only SRA cooperating on high level with SAPS. The Neighbourhood Watch together with the community CID and SAPS are keeping crime at bay in our area. But in the Muizenberg area the robbery rate is high. Criminals are using replica firearms and screwdrivers as weapons when conducting attacks. Part of the SAPS focus is on removing the replica firearms. Local SAPS has lost 45% of its manpower in the last few years while the population of the area and rate of crime have increased. He complimented the SRA on the fine work it does.

The Chair reminded the meeting that all crimes should be reported so that SAPS can maintain an accurate statistical record.

**Q.:** As membership has declined by 66% since last year why the 2 – meeting rule?

**A.:** In some SRAs people were not supporting the AGMS and the 2-meeting rule and the 10% member quorum number were introduced to enable SRAs to keep operating and in the hope of encouraging greater participation.

**Statement Jim Russell:** The new article 13.1.5 in this regard is nonsense. He proposed that at the next AGM it be removed by majority vote.

**Statement David-John CoCT:** The reason for these changes is that it is essential for ratepayers to be members and to attend meetings. The problem of poor attendance exists elsewhere in other SRAs and not here in Kalk Bay.

The Chair affirmed that the matter will be discussed at the next Board meeting and the outcome will be communicated to the community.

**Past Chair Jim Russell** summarized the history of the SRA as presented on the website. Key principles: (i) no overheads (no full-time manager, hired office etc) so that the maximum amount could be spent on core business; (ii) equal representation of KB and St J; (iii) transparency, meaning keeping an accurate record of all activities and communicating information via the website; (iv) employing locals; (v) focusing on social issues.

Successes: (i) no personal agendas or clashes among board members and always high attendance at meetings; (ii) high quality of staff from the manager down to the cleaners; (iii) high level of community involvement.

**Q.** Could I come to every board meeting?

**A.** Anyone is welcome to attend the first half hour of a Board Meeting, having mailed in beforehand any questions or issues they wish to have discussed.

**Q.** Why is the whole meeting not open to members?

**A.** The Board must give attention to the SRA / company business and therefore be able to discuss all matters freely. These discussions are confidential to the meeting.

#### **5. Approval of minutes of the AGM held on 23 October 2023**

Approved by a show of hands.

#### **6. Chairman's Report 2023 – 24 (on the website)**

Bert Stafford reminded the meeting of the SRA's mission: it is a non-profit company run by a Board of unpaid elected volunteers currently with 2 from Kalk Bay and 2 from St James. During the year Eric Stephen and Jackie de Waal had resigned. New directors Ted Knight and Tony Dandridge had brought in new experience and energy. Tony Dandridge and Andrew Jones have subsequently resigned for personal reasons.

For their support during the year he thanked Cllrs Aimee Kuhl (since retired) and Izabell Sherry (recently elected), Gail Daniels (SRA Manager) and the two new Board members Tony Dandridge and Ted Knight.

Board Directors are currently: Bert Stafford and Ted Knight.

New Board member: Gamat Fredericks.

Proposer: Tony Dandridge; Secunder: Tony Trimmel.

Additional Board directors may be nominated at the end of the meeting and confirmed at the first Board meeting.

There are now 51 SRAs in Cape Town.

The Chair's Annual Report covered the 3 core mandated areas of Public Safety, Social development, and Cleansing; and Environmental upgrading, Management and Corporate issues, and Marketing / Communication.

**Ted Knight**, with the aid of a map, identified the SRA boundary and the areas in which it fails to coincide with the municipal boundary: eg. the Point area above the harbour falls outside the SRA boundary, yet it is municipal property; the harbour is shown as municipal property whereas it is state property administered by the Dept. of Fisheries, Forestry and Agriculture. The SRA is motivating for rectification of these anomalies so that public safety and other tasks can be carried out effectively there.

The meeting supported this proposal by a show of hands.

## **7. Feedback on Operations 2023 - 2024**

**This topic was not addressed.**

## **8 Approval of the Chairman's Report 2023 – 2024**

Approved by a show of hands.

## **9. Noting of Audited Annual Financial Statements 2023 – 2024**

The auditors AMF & Associates, in the person of M van Litsenborgh CA (S.A.), have reported as follows:

To the Shareholders of Kalk Bay and St James SRA NPC

Opinion

We have audited the financial statements of Kalk Bay and St James SRA NPC (the company) set out on pages 7 to 15, which comprise the statement of financial position as at June 30, 2024, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and the notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Kalk Bay and St James SRA NPC as at June 30, 2024, and its financial performance and cash flows for the year then ended in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa.

The meeting duly noted the Audited Annual Financial Statements 2023 2024.

## **10. Budget**

### **10.1 Noting of Utilization of Additional Surplus Funds during 2023 - 2024**

The additional surplus funds had been used on the core business items, with some contributions to environmental upgrade at Danger Beach Park.

### **10.2 Approval of Utilization of Additional Surplus Funds available for 2024 – 2025**

The additional surplus funds available for utilization during 2024 – 25 amount to R155 000. It is proposed that R20 000 be allocated to bush clearing; R15 000 to bins on Harbour Beach; R25 000 to social development; R40 000 to public safety during the festive season; R55 000 on CCTV cameras and solar lights.

**Proposer:** Andrew Jones    **Secunder:** Tony Trimmel

**Q.** Could some of the public safety funds be allocated to fire prevention and protection. Could the SRA join the CP Fire Protection Association? Membership costs R5000.00.

**A.** Fire protection is not within the SRA's public safety mandate which is: the control and prevention of crime on the public spaces, specifically the local roads and steps, green spaces, and beaches. This question will be referred to Council for consideration.

**A.** Members should make a formal request to the Board for this to be a recommendation onward to Council.

**Q.:** How does the community influence decision making?

**A.:** The 'top up' rates paid by all ratepayers have to be spent on the three main core areas (public safety, social development, and cleansing). These were the three priority issues of concern identified by the community during the public participation process back in 2013.

**Q.:** The scope of 'security' as the SRA defines it re. crime is stated much more widely in the SRA by-law. So it could cover fire?

**A.:** As already explained: the local community identified crime control and prevention as the primary public safety issue. As the Board's mandate stands at present it is obliged to use the funds allocated to Public Safety (ie. crime prevention on the public spaces) for that purpose.

**A.:** The Board will follow up on the suggestion of taking out membership of the CPFPA and thereby avail ourselves of their assessments and recommendations as regards fire prevention. The Board could also reassess the allocation of surplus funds.

**Suggestion: David-John (CoCT):** Before the 2025 AGM takes place members should be invited to submit items for consideration and inclusion in the 2026 budget. The same approach should be taken regarding the nomination of new directors.

**Q.:** What will happen if the community take bush clearing and fire prevention measures into their own hands?

**A.: Cllr Sherry:** By 17 December City Parks will be attending to the firebreaks.

**A.:** Subsequent to the February fires the Board allocated R10 000 to **Voluntary Wildfire Services VWS**

### **10.3 Approval of Utilization of Surplus Funds during 2025 – 2026**

The surplus is R180 000 which will be spent on: Cleansing R 40 000; Dalebrook patrollers R35 000; Social development R45 000; NHW / Community in Blue R20 000; Environmental upgrade R10 000; CCTV cameras R30 000.

**Q.:** How and when are the cameras monitored?

**A.:** There is a bank of monitors in the front left room of the Community Centre. During the day there is very little observation but during night (10 pm - 6 am) there is continuous observation. On some nights 90 – 100 calls are answered.

**Q.:** Where are the cameras?

**A.:** At various key places along Main Road and Boyes Drive to cover their full length and also intersections; others are in Kalk Bay in areas that are busy at night; there are also some private cameras linked into the system.

**Q.:** Patrollers need some training – they are only intent on walking and pressing the buttons, not looking and seeing.

**A.: Ithuba:** They are trained.

**Q.:** Ithuba are not dealing with overt drug problems. Residents are told instead to call CoCT Law Enforcement.

**A.:** Ithuba's task is to monitor the cameras at night and respond accordingly. More money is needed to expand the coverage.

**Q.:** Has there been wide discussion about other, or additional, ways of securing the area? SRA money and private money is going into security measures and maybe community buying power could be mobilized to improve the system?

**A.:** Ithuba is allowed to operate only on public land – and this excludes eg. Intersite land which is a known criminal corridor.

**A.:** Weekly meetings are held in the Community Centre on Wednesdays among the security companies to try to get them to coordinate and work together. This is the only time when

they are in contact with one another because they are in competition with each other for the rest of the time.

**Proposer:** Judy Herbert; **Secunder:** Nic Macleod

#### **10.4 Approval of the Proposed Budget for 2025 – 2026**

The Chair explained the Proposed Budget.

**Q.:** Can this budget be changed?

**A.:** In principle the meeting has to approve this budget but there could be changes according to proposals from the floor submitted by email for consideration by the Board. These will then be put to the Council in January for consideration.

**Q.:** What is the R40 000 for cleansing to be spent on?

**A.:** It will be allocated to essential or urgent items.

**Q.:** Why was there a large increase in camera costs from last year to this?

**A.:** To cover maintenance and depreciation.

**Proposer:** Nic Macleod; **Secunder:** Andrew Jones

#### **11. Approval of the Implementation Plan for 2025 – 2026**

This sets out the scope of core business to be carried out during the next financial year as part of the 5 year IP.

Approved by the meeting.

#### **12. Appointment of Registered Auditors**

The Chairman said that AMF & Associates are the current auditors of the company and would continue in this position for this financial year.

#### **13. Confirmation of Company Secretary**

Gail Daniels will be the Company Secretary

**Proposer:** Ted Knight; **Secunder:** Tony Dandridge.

#### **14. Election of Board Members**

The Companies Act requires one-third of the Directors to resign annually. The following Board members have resigned: Tony Dandridge and Andrew Jones.

Existing board members willing to serve again are: Bert Stafford, Ted Knight, Gamat Fredericks.

Proposed new board members: Malcolm McCarthy, Jonathan Jacobson, Jean de la Harpe.

**Proposer:** Ank Gowans; **Secunder:** Daniel Hartford

#### **15. General**

**Statement:** Community members cannot be SRA members unless they are ratepayers. This is not democratic.

**A.** It is the way the Council has set up SRAs. Non-members receive the same benefits as members through the expenditure of the 'top up' rates that they don't have to pay. That's democratic.

**A.** Kalk Bay and St James, through the combined work of the sister organizations SRA and RRA, has an extremely well represented community.

**A.** The KB St J Ratepayers and Residents Association represents all residents, rates-paying and non-rates-paying, and the new website sets out portfolios and objectives. Community members are encouraged to familiarize themselves with RRA activities and get involved.

**Q.:** Can a house be bought and turned into a hotel, such as Kimberley House on Main Road?

**A.:** No, there are land use and other regulations to be complied with first.

**Cllr Sherry:** It is important for the community to be continually involved in local issues and not wait for the AGM of the SRA to raise matters of concern.

## **16. Closure**

There being no further questions or comments the Chairman thanked all present for their attendance and closed the meeting. The meeting ended at 21h35.