

**MINUTES OF A MEETING OF THE BBRA HELD ON:** Tuesday 3 August 2021 (Postponed from 27 July due to Covid)

**WELCOME AND ANNOUNCEMENTS:** The chairperson, Bill Steyn, welcomed all.

**IN ATTENDANCE:** Bill Steyn (BS); Adrian de Kock (AdK); Karon Scholefield (KS ); Werner Zylbrands (WZ); Richard Starke (RS) ; Fanie Krige (FK); Liz Buncker(LB)  
 Rob Boyd(ROB); Jorika Rabie (JR); Renee Bish (RB); Carol Clark (CC); Wendy Lucas (WL).

**APOLOGIES:** Louis Wessels (LW)

**ABSENT:** Charmaine Resandt (CR).

**CONFIRMATION OF MINUTES:** LB pointed that items 6 to 9 the minutes of the meeting held on 25 May 2021 had apparently been inadvertently deleted.

Resolved: That the minutes of the meeting held on 25 May 2021 be adopted subject thereto that the deleted items 6 to 9 be captured in the current minutes.

**MATTERS ARISING FROM PREVIOUS MINUTES:** These matters were dealt with below.

**WARD COMMITTEE REPORT BACK:** None as no ward committee meetings took place during last two months due to Covid.

**NOTE:** All matters indicated as **COMPLETED** will be removed from next agenda and minutes.

ITEM NO	PORTFOLIO	DECISION	ACTION STEPS	RESP PERSON	TARGET DATE	PROGRESS
1. 1.1	CHAIRPERSON'S REPORT No ward committee meetings held for the past 2 months.	Noted				

2.	<b>FINANCE</b>					
2.1	Statements circulated in advance. (Attached as annexure A)	Noted The Fire book balance to be re-allocated.	None	Adk	N/A	N/A
3.	<b>MUNICIPAL LIAISON</b>					
3.1	Monthly newsletter Inputs from portfolio holders required	That contributions be submitted by all portfolio holders	1. Submit contributions 2. Incorporate contributions	All WZ	7/8/2021 10/8	
4	<b>WEBSITE</b>					
4.1	BBRA website not as user friendly as the Pringle Bay one.	That the possibility of improving BBRA website be investigated		WL and webmaster	31/8	Proposed wireframe for content categories tabled and adopted with HCCC forming part of Community and Culture
4.2	Facebook	That the analysis of the feedback be noted	Continue with analysis	WL	31/8	
5	<b>DUNES, BEACHES, AMENITIES</b>					
5.1	The boardwalk at Dawidskraal not wheelchair-friendly	That the possibility of completing the boardwalk and making it wheelchair friendly be taken up with the MUN.	Interact with the Mun	WL		Planks replaced. <b>COMPLETED</b>

5.2	The braai facilities at Dawidskraal present a fire hazard	That the risk be assessed and an alternative be investigated	Conduct a risk assessment and suggest alternatives e.g removal of existing braais and replace with a communal facility in a safe spot.	RS LB JR	31/8	RS prepared drawings (pizza style) for alternative solutions. FK to place on ward committee agenda re fire risk.
5.3	Boardwalk at Bass lake washed away	That it be noted that RS had reported to Mun.	Follow up with Mun	RS	31/8	
6	ROADS & STORMWATER	That the gravel roads be scientifically evaluated	Conduct a proper study of road conditions. Arrange meeting with Mun to develop a strategy and master plan	RS Rob WZ	31/8	Study completed and submitted 50 km gravel, 2.28 dust control and 14 tarred
7	CONSERVATION					
7.1	Baboon monitoring	That the BLG meetings be attended by BBRA representatives	Attend BLG meetings	RB CC	31/8	Monitors only partially successful. House invasions still prevalent. Bins at Jock's Bay attended to Lengthy meeting with Dr Gaynor – still awaiting HAWS report – very late. Waste By-law delayed due to Covid.
7.2	BB Conservancy	That the revival of the BB Conservancy be promoted	Represent BBRA at Conservancy meetings	CC	31/8	BBWild and RooielsWild booklets for sale & Coffee on Clarence/Sitar.

							Next publication in Dec – donations needed.
8	PROPERTY, PLANNING & DEVELOPMENT						
8.1	Property report	That regular reports on problem buildings be submitted	Compile reports and follow up with Mun.	KS	31/8	Report tabled. Mun Court still closed. Arrear summonses/cases building up.	
8.2	Erf 5580, Coral Road Previous decision regarding TOPS now revoked	That the information be noted.	None			<b>Completed</b>	
8.3	CBD revitalisation WZ stepped down as a facilitator	That the information be noted.	None			Briand Louw, a member, will continue as local liaison person.	
9	WATER, WASTE AND SANITATION						
9.1	Main water line replacement/upgrading			Rob/RS		Bulk main lines replacement progressing well. Internal networks can thereafter be upgraded.	
9.2	Vacuum tanker service			Rob/RS		Vacuum tankers operating under great pressure due to more houses/permanent residents/ storm water inflows into conservancy tanks	
10	FIRE & EMERGENCY						
10.1	Erf 2688 below Disa camp site on Clarence Drive identified as suitable for a local fire house.	That the information be noted and actively pursued.	Follow up on a regular basis with Municipality that project is proceeded with.	WZ	On-going	After meeting in June with Mun and church no progress made. Reminders sent by WZ	

	10.2 Overgrown vacant erven and municipal properties	Noted	Follow up on enforcement.	LB/JR FK	31/8	Limited notices sent and responded to Four Streams problem resolved by using digger to clear vegetation. LB and JR attended to a few accidents and false alarms. Ensuring that routes for emergency vehicles are cleared.
10.3	Dawidskraal riverbed overgrown	That the Mun be requested to remove vegetation	Follow up and report	FK	On-going	FK requested Mun to remove
11 11.1	SECURITY & CPF & NHW NHW active	Noted	Monitor all aspects of portfolio continuously.	BS	On-going	Crime now lower. Law enforcement statistics being received. Kleinmond protest action averted. Problems enforcing curfew.

	11.2 Poaching problems		Observe and report activities on a regular basis to authorities	BS	On-going	Camera system working well Poaching remains a problem but counter- strategies underway.
12	COMMUNITY /CULTURAL Further talks to be held.	That talks be continued at about one per month after lockdown restrictions have been eased	Arrange further speakers	LW WZ	On-going	LW reported that he and George Green were planning talks to recommence end September
12.2	Emergency first aid and rescue (EFAR)	That the concept be supported	Identify an NPO to drive this initiative. Raise matter at next ward committee meeting	BS BS/FK	31/8 31/8	

13.	CRASSULA HALL Mun to effect repairs to roof and ceiling	Noted	None		N/A	No progress from municipal service providers	
14	GENERAL/ADDITIONAL						
14.1	Review of Constitution Some provisions require a review e.g composition of committee and of an executive committee	That all proposed amendments to the constitution be submitted to Adk	View constitution on website and suggest improvements/amendments	All	October		
14.2	AGM	That the AGM be held on 11 December 2021	Noted	All			
14.3	Vacancies	That it be noted that WZ and possibly also RS would step down at AGM, that BS no longer available as chairperson	Identify possible replacements eg Neill Brown and invite to in the interim attend as observers. Write article for newsletter	All WZ	Ongoing 10/8		
15	Closure	That the next meeting be held on 31 August at 16h30				The meeting closed at 18h10	

**MINUTES OF A MEETING OF THE BBRA HELD ON: Tuesday 31 August 2021**

**WELCOME AND ANNOUNCEMENTS:** In the absence of the chairperson, Bill Steyn, the deputy chairperson, Werner Zybrands, welcomed all.

**IN ATTENDANCE:** Adrian de Kock (AdK); Karon Scholefield (KS ); Werner Zybrands (WZ); Richard Starke (RS) ; Fanie Krige (FK (LB) Rob Boyd(RoB); Renee Bish (RB); Carol Clark (CC); Louis Wessels.

**APOLOGIES:** Bill Steyn); Liz Buncker Rabie (JR); Wendy Lucas (WL); Jorika Rabie (JR)

**ABSENT:** Charmaine Resandt (CR).

**GUESTS:** Mark Fletcher (4040 Ferraria) and Wayne Jackson (3012 Cliff) – both on invitation as prospective committee members. (Refer item 14.3 of 3rd August minutes)

**CONFIRMATION OF MINUTES:**

**Resolved:** That the minutes of the meeting held on 3 August 2021 be adopted and signed by BS at the September meeting.

**MATTERS ARISING FROM PREVIOUS MINUTES:** These matters were dealt with below.

**WARD COMMITTEE REPORT BACK:** In absence of BS no report submitted.

**NOTE:** All matters indicated as **COMPLETED** will be removed from next agenda and minutes.

ITEM	PORTFOLIO	DECISION	ACTION STEPS	RESP	TARGET DATE	PROGRESS
------	-----------	----------	--------------	------	-------------	----------



NO			PERSON		
1. 1.1	CHAIRPERSON'S REPORT BS was on leave and thus no report	Noted	BS	Ongoing	
2. 2.1	FINANCE Statements circulated in advance. (Attached as annexure A)	Noted	None	Adk	N/A
3. 3.1	MUNICIPAL LIAISON Monthly newsletter Inputs from portfolio holders required	That contributions be submitted by all portfolio holders. That the November issue be combined with the December issue after the AGM	1. Submit contributions 2. Incorporate contributions Noted	All WZ All WZ	6/9/2021 10/9
4 4.1 4.2	WEBSITE BBRA website requires updating and being more user friendly Facebook	That the improvement of the BBRA website be noted with appreciation. That the analysis of the feedback be noted	Continue with analysis	WL and webmaster WL	Ongoing 28/09
					Improved design working well

5	DUNES, BEACHES, AMENITIES						
5.1	The braai facilities at Dawidskraal present a fire hazard	That the risk be assessed and an alternative be investigated	Conduct a risk assessment and suggest alternatives e.g removal of existing braais and replace with a communal facility in a safe spot.	RS FK	28/09	RS prepared drawings (pizza style) for alternative solutions. FK to place on ward committee agenda re fire risk.	
5.2	Boardwalk at Bass lake washed away	That it be noted that RS had reported to Mun.	Follow up with Mun	RS LB JR	28/09	No response yet from Municipality	
5.3	Beach/coastal clean-ups planned for Environmental Day/month	That the various clean-up actions be supported and publicised	Organise and publicise clean-ups	WL WZ	28/09		
6	ROADS & STORMWATER						
		That the gravel/tarred roads evaluations be presented at a meeting with various senior municipal officials on 1 September	.Arrange meeting with Mun to develop a strategy and master plan	RS ROB WZ	1/09	Meeting arranged for 1 September	
7	CONSERVATION						
7.1	Baboon monitoring	That the BLG meetings be attended by BBRA representatives	Attend BLG meetings	RB CC	28/09	Lengthy meeting with Dr Gaynor Troops now split. Improved communication	

						between Mun and HWS required. Option of electric fence raised. Move to natural habitat with minimal force.
7.2	BB Conservancy	That the revival of the BB Conservancy be promoted	Represent BBRA at Conservancy meetings	CC	28/09	Website being developed. Arbour Day – 6 trees to be planted
8	PROPERTY, PLANNING & DEVELOPMENT					
8.1	Property report	That regular reports on problem buildings be submitted	Compile reports and follow up with Mun.	KS	28/09	Report tabled. Mun Court still closed. Arrear summonses/cases building up.
8.2	CBD revitalisation WZ stepped down as a facilitator	That the information be noted.	None	WZ		Briand Louw, a member, will continue as local liaison person.
8.3	Building line relaxation on erf 4048 Gladiolus	That the application be supported	Inform MUN of decision	KS	08/10	<b>COMPLETED</b>
9	WATER, WASTE AND SANITATION					
9.1	Main water line replacement/upgrading			Rob/RS	Ongoing	Project progressing well.
9.2	Individual water connections requiring numerous road cross-cuts	That it be noted that cross-cut repairs will be done only after system is fully operational		Rob/RS	Ongoing	

10	<b>FIRE &amp; EMERGENCY</b> Erf 2688 below Disa camp site on Clarence Drive identified as suitable for a local fire house.	That the information be noted and actively pursued.	Follow up on a regular basis with Municipality that project is proceeded with.	WZ	On-going	After meeting in June with Mun and church no progress made. Reminders sent by WZ
10.1						
10.2	Overgrown vacant erven and municipal properties	Noted	Follow up on enforcement.	LB/JR FK	28/09	FK requested Mun to remove
10.3	Dawidskraal riverbed overgrown	That the Mun be requested to remove vegetation	Follow up and report	FK	28/09	FK still to report
11	<b>SECURITY &amp; CPF &amp; NHW</b>					
11.1	NHW active	That it be noted that: a further camera to be installed at Watsonia; data capture was analysed and shared; NHW partnerships growing	Monitor all aspects of portfolio continuously.	BS	On-going	Crime now lower. Law enforcement statistics being received. Camera system working well

11.2	Poaching problems		Observe and report activities on a regular basis to authorities	BS	On-going	
12	COMMUNITY /CULTURAL					
12.1	Further talks to be held.	That talks be continued at about one per month after lockdown restrictions have been eased	Arrange further speakers	LW	On-going	LW reported that 2 speakers had been arranged (1x Antarctica + 1x Geology of diamonds) – probably latter half of Oct for the first talk.
12.2	Emergency first aid and rescue (EFAR)	That the concept be supported	Identify an NPO to drive this initiative. Raise matter at next ward committee meeting	BS BS/FK	28/09 28/09	Waiting for feed-back. 12 Volunteers required for free training course.

13.	CRASSULA HALL Mun to effect repairs to roof and ceiling	Noted	None	Adk	28/09	Discuss at meeting on 1 Sept with Mun
14	GENERAL/ADDITIONAL					
14.1	Review of Constitution Some provisions require a review e.g composition of committee and of an executive committee	That all proposed amendments to the constitution be submitted to Adk	View constitution on website and suggest improvements/amendments	All	October	
14.2	AGM	That the AGM be held on 11 December 2021	Noted	All		
14.3	Vacancies	That it be noted that WZ; RS; BS and also LW will step down at AGM. That Neill Brown was not available	Identify possible replacements and invite to in the interim attend as observers. Write article for newsletter	All	On-going	
15	Closure	That the next meeting be held on 28 September at 16h30	Apology from Adk	WZ	10/8	Article appeared in Newsletter The meeting closed at 17h45