

Northpine City Improvement District

Board Meeting

MINUTES

14 October 2022

Northpine Primary School, Northpine



1. Registration
2. Welcome & Apologies
3. Membership
 - 3.1 Resignations
 - 3.2 New members
4. Quorum to constitute a meeting
5. Previous AGM minutes
 - 5.1 Approval
 - 5.2 Matters arising
6. Chairman's Report
7. Feedback on operations 2021/22
8. Noting of Audited Financial Statements 2021/22
9. Budget
 - 9.1 Noting of additional surplus funds utilised in 2021/22
 - 9.2 Approval of additional surplus funds utilisation for 2022/23
 - 9.3 Approval of surplus funds utilisation for 2023/24
 - 9.4 Approval of the budget for 2023/24
10. Approval of the implementation plan for 2023/24
11. Appointment of a Registered Auditor
12. Confirmation of Company Secretary
13. Election of Board Members
14. Special Resolution: Amendment of the new Memorandum of Incorporation (MOI) as contemplated in Section 16(5)(a) of the Companies Act, Act 71 of 2008.
15. General

2. Welcome

Mr. Erasmus welcomes all members and non-members to the AGM. AGM started at 19h00. Before the AGM commences Mr. Erasmus informed that he will be the moderator for the AGM and thanks all for allowing Mr. Erasmus to be here and confirmed that Mr. Erasmus is the Company Secretary.

Moment of silence for Mr. Owen Kiewietz founding member of the CID.

House rules provided to get the AGM to flow better.

1. Bear in mind there is one moderator, questions to be directed to Mr. Erasmus
2. Follow the agenda
3. Note that this is the AGM, keep in mind that an AGM is called for shareholders discuss and vote on certain company issues. Need to vote on certain aspects in the booklet received and this will be voted on.
4. There is a difference between members and non-members we have a recurring problem year on where it must be explained what a member is. We are all shareholders; however, membership has to be applied for at the CID once you are a member you will receive voting rights. Mr. Erasmus confirmed that we have 25 members at the AGM which constitutes a quorum.
3. Resignations
 - 3.1 6 members have moved out of the area
 - 3.2 No new member applications were received
4. Quorum

Currently have 125 members therefore quorum is constituted 25 members present

5. Previous AGM minutes

- 5.1 Approval of the previous minutes of a meeting
 - Error on page 4 "grime" to be changed to "crime" noted
 - Mr. Filanie - does not understand what is happening now as the minutes discussed have not been distributed. Request for the minutes to be read out in order that all who are attending understand what is happening as this is the first AGM Mr. Filanie is attending.
 - Mr. Erasmus confirmed that the minutes of the meeting is available on the NCID website it will take a lot of time to read through the minutes of a meeting.
 - Mr. Filanie – has not seen the minutes and does not know what is in the minutes of the previous AGM.
 - Mr. Joepie Joubert – In terms of the minutes only persons that had attended the previous AGM can make comment and accept the previous minutes. There is no use

for the Chair to read out all minutes as one would have had to be in the meeting to know whether it is a fair reflection of what had happened in the meeting.

- Mr. Petersen – Point of minutes been distributed Mr. Petersen is a member and has not received any notices from the previous meeting, never received a flyer to inform that the AGM would take place. Mr. Petersen informed that it was said that the flyers would be distributed and availed Mr. Petersen to assist in distributing some of the flyers. Conifer close, Dennesig and surrounding areas had not received a flyer to inform of the AGM.
- Mr. Jacobs – Any feedback regarding the penalty to SARS that was paid in the previous minutes of a meeting? Mr. Erasmus informed that point 9 of the noting of audited financial statements would cover the SARS penalty.
- Page 2 of the minutes regarding arrears amount how are we recovering the arrears amount, Mr. Joepie Joubert informed that the board shouldn't have raised in our meeting as this is City responsibility and is out of the NCID control and should not have been discussed.

Move for the adoption of the previous AGM minutes

Mr. Charlton Jacobs – Accepted

Mr. Brian Lodewyk - Seconded

8. Chairpersons report and Feedback on Operations

A detailed Chairpersons report and feedback on Operations will be made available on the CID's website. Mr. Schereka Chairperson of the NCID provides a brief overview of the year's activities.

9.1 Noting of Audited financial statements 2021/2022

Mr. Smith referred to the booklet provided to all attending the AGM. Noting of audited financial statements for 2021/2022. Any further details pertaining to the notes of the financial statements have been made available on our website.

Should any resident not have access to the internet the financial statements are available at the CID office to be perused.

Mrs. October raised a question with regards to the funding for beautifying projects who is responsible for the parks, does the NCID have paint available gardening equipment etc. Ward 7 there were funds allocated but Formosa Park was not one of them. Mr. Smith informed that funds allocated for wards are not managed by the NCID and managed by the Councilor Alderman Twigg.

Residents are taking the initiative of beautifying the parks in their areas.

Mrs. Fredericks enquired about Brookland's Primary outside of the school premises on the paving the school has informed that it is not their responsibility to clean the outside of the school and the guys cleaning the area are also not taking responsibility of cleaning this

section. The teams were not supervised. Mr. Smith emphasized that the company that does the top-up cleaning for the CID is MES, the areas are mapped out by Melissa Adriaanse. Mr. Smith informed that we need to manage the contracts. Mrs. Desiree Cupido upon meeting with the Councilor one thing that came through the City is struggling with contracts for grass cutting. The CID is providing top-up services, EPWP belongs to the City the City needs to clean up the area. The CID has a small grass cutting tool but is not enough to cut the bigger areas, the City / Eskom needs to take responsibility for these areas.

Residents can log complaints via the C3 channel and send forward to Melissa Adriaanse to revert to the relevant department.

Mr. Patience informed we are paying rates and supposed to get services for the rates that are paid. Councilor Alderman Twigg informed that the tenders are not in place for grass cutting and grass cutting team has been scheduled for 24 – 30 October to cut smaller areas in Northpine.

Mr. Smith informed that we as residents have Northpine we are at an advantage because of the NCID we are able to have in roads with the City of Cape Town. Let's make sure we keep communication open and engaging between us residents.

Mrs. October enquired if there any funds in petty cash to pay a maintenance person. Mr. Smith advised cleaning is in place, but we need to ensure that it is executed the way the contract states. Mrs. October to be in touch with Mrs. Cupido Urban Management Director.

9.3 Approval of surplus funds utilization

Move for the approval of surplus funds utilization

16 members present approved

11 Proxies approved

9.4 Approval of budget 2023/2024

Move for the approval of budget 2023/2024

11 members present approved

11 Proxies approved

Enquiry from Mr. Esterhuysen pertaining to the approval of the budget 2023/2024

Where are the figures obtained how does the NCID get to those figures reflected in the budget?

Mr. Joepie Joubert informed that at last year AGM the board presented to the members the new 5-year plan. Part of the 5-year plan was a term budget consisting of the past 5 years. This is what has been proposed in the business plan the budget also reflects what was spent in the variance column for the year.

Mr. Patience enquired 20% additional income is this what we are saying? The income from additional rates is 2,879 and previous year it was? Mr. Joepie Joubert advised that the 2.4 that Mr. Patience is referring to that is in terms of the financial statements the previous year and now we in the current year and then a year in between. This budget is looking at the year after the year discussed. Mr. Smith informed that we have full control of the money

coming in paid to the NCID to spend wisely on requirements i.e., security, cleaning and beautifying. From residents' perspective look at the money paid to the CoCT and CoCT paying over into the NCID to manage and then ensuring NCID is held accountable for money spent.

Mr. Brown enquired that the amount reflected in the proposed budget was amended from R 36 182.00 to R 5 000.00 for Social Upliftment why has this amount been reduced? Mr. Smith informed that the reason for dropping the amount to R 5 000.00 is that previous years we have not spent so much money on Social Upliftment.

Notes pertaining to the depreciation reflected within the audited financial statements have been made available on the NCID website.

10. Approval of the implementation plan 2023/2024

The implementation plan 2023/2024 has been placed on the NCID website for perusal.

Move for the approval of the implementation plan 2023/2024

11 members present approved

11 Proxies approved

11. Appointment of Auditors

Chairperson Mr. Erasmus enquired from all whether there is an agreement from all to continue with Harry Curtis and Co. as the NCID auditors.

Move for the approval of appointment of Auditors

12 members present approved

11 Proxies approved

12. Confirmation of Company Secretary

Chairperson Mr. Erasmus indicates that he is the Company Secretary and if all present have any objection to Mr. Erasmus performing this duty again. No objections were raised and unanimously accepted by the members present at the meeting.

13. Election of board Members

Mr. William Swartbooi is welcomed to all in attendance of the AGM. Mr. Swartbooi has been tasked to ensure that we have new board members for the year. Reference is made to Clause 12.1.7 of the Northpine CID MOI which stipulates "as required by item 5 (1)(b) of Schedule 1 to the Act, at least 1/3 (one third) of the directors shall resign every year at the AGM but shall be eligible for re-election". Therefore, the following directors Mr. Smith and Mr. Romano Swanepoel have resigned they have made themselves available for re-election.

There have been no other person/s who have put their name forward to be on the board of directors therefore Mr. Smith and Mr. Romano Swanepoel will stand for another term. The members have been asked to vote for Mr. Smith and Mr. Romano Swanepoel to stand for another term on the board of directors.

Move for the election of board members to stand another term

14 members present approved

11 Proxies approved

14. Special Resolution Amendment of the new Memorandum of Incorporation (MOI) as contemplated in Section 16(5)(a) of the Companies Act, Act 71 of 2008.

Mr. Erasmus has informed all in attendance that the MOI has been withdrawn as an item from the AGM due to the by-law and Policy that has not been approved as yet, this item will stand over to next year Annual General Meeting.

15. General / Questions and Answers

Items listed below raised by all in attendance:

- Distribution of flyers
- Santam (Mr. Brown)
- Shareholders meeting
- Lights in Baraco
- Rochelle way and Central Drive (Blue CoCT Bags)
- Withdrawal from the NCID
- Squatter is now a tent in Bristleden
- Taxi behavior in the morning
- General condition of the roads
- Assistance of residents to help for one day in the area

Distribution of flyers

Mr. Petersen informed that he is available to offer assistance in handing out flyers to community members. The last meeting that was at the Northpine Primary Mr. Petersen availed himself to distribute flyers as not everyone is in favor of technology especially seniors. It was said flyers were dropped in letterboxes, but none were received. Mr. Schereka informed that what was done was the Public Safety Officers distributed the flyers in future Mr. Petersen can liaise with Melissa Adriaanse in assisting the distribution.

Mr. Filanie enquired how the meeting was advertised, Mr. Erasmus confirmed that it was advertised on the website, Cape Argus and Die Burger including shops Shell Garage, OK. Mr. Filanie informed that the NCID has a budget and believes that there is money for marketing so that people can come to the meeting as the AGM was poorly advertised and this was the result all members can disagree with him, but this is his point of view. Mr. Erasmus informed that we are grateful for any help especially with the distribution of the flyers there are over 2000 homes in Northpine for the next meeting please do assist in the distribution of flyers.

Mr. Smith informed there is a reality the more we avoid reality its not everybody that wants to be involved we have tried other platforms approached all churches to announce in their services it is the will of the people and is always the same people every year that attend the AGM.

Santam

Mr. Brown informed he is a financial planner and is looking at what is happening around him. Thought was to approach the NCID could see that the crime rate has reduced since inception of the NCID. Due to Northpine having a lower risk community would like to assist community in reduced insurance rates to the community. What drew Mr. Brown was that there were schools in the area, whereby Santam informed that Mr. Brown to approach the schools and inform them he has money for the schools to support schools in some of their projects. Mr. Joepie Joubert confirmed with statement made by Mr. Erasmus that it is premature to comment when discussing sharing profits made with the NCID as it is a unique situation. Due to the NCID being a non-profit company tax exemption and SARS will pay a role when profit sharing is discussed.

Shareholders meeting

Mrs. Filanie enquired what is the difference between shareholders and members? 2.1 million is the income from shareholders? Mr. Joepie Joubert informed that this is a non-profit company and is registered as a non-profit company with members. Property owners paying the additional rate to City you can become a member of the company. The money from the budget is from additional rates. How can 125 members when all residents are paying a fee every month, but the budget is decided between 125 members? Mrs. Filanie informed that there was an interest in the NCID as improvement of our area. How is it that 125 members decides for over 2000 households? Mr. Erasmus confirmed that 125 members are those who have applied for membership. Mrs. Filanie was not aware that membership could be applied for. Mr. Erasmus confirmed that each year this seems to be a recurring issue in the area, nothing barres' residents from applying for membership. Those who apply would impact the quorum imagining that 2000 households applied for membership and only have 30 people in a meeting.

Mr. Smith this is the amount of people each year at an AGM the NCID has been in operation for 5 years. If there are items that need to be raised there is an office, make contact via email, pop in at control room and raise these issues.

Baraco

Ms. Katz informed that in Baraco the streetlights never go off and remain on and only goes off during load shedding. Recurring dumping also occurs in Baraco even though signs state no dumping. Robberies take place in Baraco on the open field as well due to the grass been high and is aware that the maintenance of grass cutting has a delay.

Blue Bags in Rochelle way

Bags placed in Corner Central and Howard Drive it lays on the corner for some time before it is picked up, this then remains in the area and has dogs scratching the dirt out. Alderman Twigg will enquire the blue bags left in certain areas of Northpine.

Withdrawal from the NCID

Mr. Filanie – forced to pay the CID levy is there a way to withdraw. Mr. Erasmus informed that he could become a member to make a change in the area.

Bristelden Squatter

Mr. Melson informed that in Midas Pathway those residing in the tent on Old Paarl Road are defecating in the pathway can this not be closed, and squatters removed as it is becoming a major issue. Alderman Twigg noted that when the shack burnt down a resident of Northpine provided a tent to the squatters. The squatters are on the road reserve and was

handed to roads the matter was handed over to the attorneys, there are by-laws that no one can be removed. When COVID hit the new by-law came in where you cannot remove someone that has put up a shack it is illegal. Alderman Twigg advised that the four houses between the pathway can come together and extend their properties to close up the pathway the problem will be alleviated.

Taxis in the morning

Taxis in the morning exiting Northpine do not give way for any other vehicle trying to exit Northpine. We do meet with Bloewata to assist in the area with regard to taxis in the area. It was also noted that taxis are not always at fault but all road users exiting Northpine, the same is done as taxis driving along the wrong side of the road to exit Northpine.

Advise if any images are taken when criminal acts take place to please not stream on Facebook but hand over to the relevant authority's person.

General conditions of roads

Mr. Patience lives on an incline with rainwater streaming down the road causes roads to crack and potholes occur. Roads were patched last year, re-done this year and not done satisfactory. The problem is so much money was thrown into Bloukrans due to the same road been done more than once and just gets patched. Mr. Mark Smith advised to raise concerns officially with the CoCT with regard to the roads.

Assistance for residents to assist for one day

If you would like to assist, please speak to Melissa Adriaanse with any Urban Management, beautifying or suggestions you may have.

Adjournment

The meeting adjourns at 21h19pm.