



Street Address
15 La Digue Place
St Francis Bay
6312

Registration number
2006/017967/08

Postal Address
Private Bag X3
Suite 133
St Francis Bay
6312

Minutes of the Directors meeting held on the 11th August 2020 at 13:00 at 5 Moby Dick Wharf, St Francis Bay

In Attendance

Board of Directors

P Butland (PB)
L Fouche (LF)
R Foulds (RF)
C Northwood (CN)
S Picton-Turbervill (SPT)

Other Committee Members

D Jackson (DJ)

Apologies

B Morsink (BM)
G Miller (GM)

1. Welcome, Apologies and Confirmation of Previous Minutes

S Picton-Turbervill welcomed everyone to the meeting.

Confirmation of Previous Minutes

The minutes of the meeting held on the 7th July 2020 were confirmed by LF and seconded by RF.

2. Spit revetments

A breach of the spit occurred on the 5th July. The Kouga Municipality & the contractor installing emergency the rock revetments along the spit were able to repair the breach on the 6th July. The Municipality confirmed that funds are available to complete the rock revetments to the remaining 300m of spit and completion is expected during the next 2 months. The revetment design is in line with the emergency requirements for the Spit & Beach regeneration project being handled by the SFPO NPC.

3. Finance and Accounting

RF

DJ presented the provisional 2019-2020 annual financial statements prior to audit. There remain a few allocation and provision changes which will affect the final figures. See attached.

SPT A few queries were received regarding the increase in the Riparian levy for 2020-2021. **SPT** has issued a justification as attached to address these queries.

DJ & YB will provide the Municipality with a quarterly statement of accounts and brief description of the association's work done in the canals.

DJ presented an analysis of the office costs which should be billed to the KJRC. This will be discussed with N Dyer.

DJ & YB will review the overtime and leave policies and circulate these to the board for comment.

WB, YB & DJ must provide accurate fuel sheets as from the 1st July 2020.

4. Legal and Insurance

PB

PB will arrange a meeting with T Smith to agree on asset values and the premiums associated with these values. Also, for discussion will be the level of liability insurance required to protect the association.

PB will forward a list to **WB** of the insurance requirements regarding the operation and record keeping for boats and dredgers and other relevant equipment.

DJ & PB will arrange a store inspection with **WB** to finalise the asset register for insurance purposes.

WL must ensure that

- a: Safety equipment in accordance with the COF is installed on the boats and dredgers and
- b: All association boat operators are in possession of a valid skippers licence and
- c: All association boats and dredgers are in possession of a valid COF

WB must report any potential insurance claim to **PB** and the insurance brokers as soon as possible after an incident.



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5. Dredging, Boats, Spit and Beach

GM

Dredging

Dredging of ski canal continues and a substantial dune has been formed at the northern end of the spit using the dredging spoils. 3 additional cyclones have been ordered to assist with this task. The dune will help prevent high tides from washing sand into the channel between the end of ski canal and the river. Access from ski canal to the river remains closed at low tide and open at high tide. The access will be improved later in the year when the winter storms have abated. The second large dredger has been launched and will be used to support the dredging programme in ski canal and the channel from the cove to the river.

Dredging in the canals will start when the dredging capacity is available from the small dredger. A canal dredging plan is in place for when the dredging starts.

The ski canal jetties will be replaced when the rock revetments are complete.

WL must ensure that the design and installation of the walkways from the ski canal jetties to the beach meet all health and safety requirements.

WL must ensure that health and safety measures are in place for all dredging and other operations.

WL must ensure that safety signage and other protection is in place around the dredging areas to ensure that the public and environment are safe from injury.

Boats

WL To ensure that all association boats, dredgers and equipment are correctly maintained, and that boat and dredger records are kept up to date.

Redundant jet ski floats in the store

CN will follow up what to do with the two redundant jet ski floats in the store.

6. Planning Permissions & Water Quality

CN

CN With the introduction of the new municipal planning approval system CN is reviewing what the association requires to align itself with this system.

CN reported that the fence on ERF3298 has been removed.

CN is in discussion with ERF652 regarding positioning of the jetty

NH will forward the necessary documentation to CN regarding the planning application by Quaysyde

7. Law Enforcement & General Canal Maintenance

BM

It was agreed that LF will assist BM with law enforcement on the canals.

SPT reported that complaints had been received about boats travelling at excessive speeds on the canals. Stanley Floors has been requested to enforce the no wake speed rule with more vigor.

8. Events

NH

9. Representation on Public Bodies (KJRC, Ward 12, SFPO)

LF

LF The KJRC issue with registration of new boats over 6.6m remains under discussion with the KJRC

The new draft aesthetics policy has been issued for comment by the Municipality. See attached.

The Municipality are considering the sale of two public open space ERF's on the canals, one of which would be ERF1259. As the Association rents out jetties along the canal frontage of this ERF it may be necessary to relocate these jetties in future or make representation to the Municipality to engage with ourselves before the decision to sell is made.



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10. Harbour Office, Human Resources & Health & Safety, Web site

SPT

11. Special Projects

Sea Glades Bridge wall repairs are in progress.

12. Next Meeting date

8th September 2020 at 13:00