BRANDWACHT AAN RIVIER HOMEOWNERS ASSOCIATION

Minutes of the Annual General Meeting of the Association held via Zoom on 31 July 2023 at 17h00

Present: **Mr Stefan Crouse** (Chairperson)
and all owners in person or by proxy as per the attendance register.

In attendance: Trafalgar Property Management
Managing Agent
Per
Cindy Laguma – Portfolio Manager

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1. WELCOME AND CONSTITUTION

The chairperson, Mr Stefan Crouse, welcomed members to the 12th annual general meeting.

Notice was duly given to all members.

Notice of the meeting having been given in the prescribed manner and a quorum being present the Chairman declared the meeting properly convened and duly constituted.

2. APOLOGIES

One apology was received from the owners of Erf 16051, Mr & Mrs Brugman

3. MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

The minutes of the previous Annual General Meeting, held on 20 June 2022 were taken as read and approved by the meeting.

4. TRUSTEES' REPORT

It is a privilege for the Trustees to report at the twelve annual general meeting about the Brandwacht aan Rivier ("Estate") Homeowners' Association ("HOA").

We as the trustees can confirm at present, we are very comfortable with the affairs of the Estate. Security and maintenance remain our biggest priority and for your peace of mind no short cuts are ever taken when it comes to these matters. Of course, one always wants to improve but a special thank you to Gary and his dedicated staff for maintaining and running our estate. I am sure you will agree that the estate is in prime condition and run very well.

Thank you to the trustees for their hard work and dedication during the last year. The trustees are
Stefan Crouse (Chairman)
Jan Cilliers

Pierre de Villiers
Gordon Reid
Fanie Neethling
Holden Marshall

We are thankful for the contributions of our managing agent Trafalgar for their efforts in running the administration of the estate.

Also, thanks to TV3 that ensure that the building regulations are adhered too. Also special thanks to so many residents that care for the estate and add to it running well.

Herewith a short summary of the main topics pertaining to the Estate:

1. Rehabilitation of the river

During the last heavy downpour in June which caused a lot of damage to the Stellenbosch area especially the Eerste River – minimal damages occurred to the south side of our river embankment. The building of the cascades was money well spent and held up well. Currently we are busy rehabilitating the areas (altogether three) where the erosion took place. The costs to these gabion installations are estimated to cost around R300k as disclosed in the financial statements. Other minor works in the river will be done by Gary and his team.

To the North of the Brandwacht River, erosion was minimal. The Stellenbosch Municipality did finalise some minor works during the end of last year. The HOA received a letter from the municipality that it approved the work alongside the Northern embankment from the Second slot up to the Fourth slot. The budget is approved for the next five years so not sure when this work will be done. The Trustee Committee follows this up regularly. The upgrade of this area is important to our maintenance plan of the river.

2. Security

The Committee is pleased to inform that there were no breaches or incidents in respect of the security of the Estate during the past year.

The security system software upgrade was successfully implemented to ensure that our security system operate optimally in accordance with the latest security design and standards.

The Trustee Committee is looking into the current load shedding sequences and will possibly install another battery to make certain that there will not be a shortage to our Inverter system and make sure enough battery life is available for longer periods of load shedding. It is important that all the cameras are streaming as well as the electric fence staying fully functional.

A license plate recognition (LPR) camera system was installed at the gates which not only improved the security (access cards and remote controls can be misplaced) but has the capacity to capture photographic video or images from license plates and transform the optical data into digital information in real-time. The advantage of these systems is that numbers can be added or deleted if necessary. Dates can be programmed from when visitors enter the Estate or when to be terminated. This is a significant

advantage to the previous access control system. Would like to remind you to give changes to licence plate numbers or new numbers directly to Gary on a regular basis.

After a security review an extra safety camera was installed to give footage of the gate at the dam area. This was done to have a clearer vision of people entering and exiting this area. The camera at the Eleventh slot's line of sight has also been changed to give clear footage of the electric fence to the Southern side of the Estate.

The Committee reminds all residents that security remains the responsibility of all and appeals to all residents to remain vigilant and report any suspicious events.

We also do want to thank our security guards who are working long hours to keep us safe and have always a smile to greet and help.

3. Financial

The Association's financial position is healthy. For more information, please refer to the audited financial statements.

Financial position:

The Associations reserves as of 28 February 2023 is R2,287,128 which is pleasing and gives the estate a more than 6-month buffer in respect of operating costs. This is on the high side but with all the volatility in the world and pressures on inflation currently, this is a good position to be in. Plus, the River does seem to through additional unexpected costs, so we are still happy with our position. We will continue to monitor reserves and ensure that the estate continues to operate as the members require.

Excluding the contribution from erf sales and capital expenditure, the operational surplus for the year amounted to R136,429. The operational surplus was mainly due to income received from building penalties, recoveries and interest exceeding what was budgeted for. The contributions from erf sales of R886, 800 allowed spend on road circles and camera upgrades amounting to R445,331.

Furthermore, we are pleased to report that the annual financial statements were audited and provided with an unqualified opinion that the financial statements fairly reflect the financial position of the Association.

The Association budgeted for a surplus of R194,122 for the next financial year.
The monthly levy was increased by 5.9% from R2,008 to R2,126 per member per month for the 2023/4 financial year. We believe the levy is fair and reasonable.

4. Outstanding Levies

Unfortunately, there is one owner who is in the arears with his account. The necessary documentation has already been submitted to the owner by the HOA attorneys and further steps are being undertaken. Do remember that all outstanding balances are collected when the property is sold. Thank you to all other owners who do make the payments on time and remember there is a debit order form which you can request to make sure payments are made on time.

5. Building Projects

Currently one of the two remaining erven has been built. The penalty levy is being applied in respect of the other. There is unfortunately no indication from the owner when he will build onto this erf.

Please do remember before you start with alterations to your home – inside or outside – to make sure from Gary if the submission of plans is required. This can be an expensive mistake and not pleasant for the estate to have to enforce.

6. Other notable events

Pet owners please keep - especially the dogs - within your erf or keep them on a leash when you are moving out of your erf. Please also be respectful and pick up after your dog.

Do remember that if you do want to have a private picnic on the Jungle Gym or Picnic area in the bush to contact Gary for bookings.

Thank you for less speeding on the Estate. It is important to remember that we must keep everyone and everything safe on the Estate.

Because of various requests we are thinking of a new walkway to the Dalsig area. However, the safety factors need to be considered. The advantage of this will be that the public open spaces in Dalsig can be reached more easily on foot and it may also be safer for children when cycling or walking to school. This is still to be explored further.

Thanks again to all members for making the Estate such a great place to live. Please continue to make positive contributions to the Estate and let us know if you have any ideas.

Regards

Trustee Committee
24 July 2023

5. FINANCIAL STATEMENTS

Pierre De Villiers took the members through the financial report for the period ending 29 February 2023.

No queries were raised.

6. BUDGET

The monthly levy was increased by 5.9% from R2,008 to R2,126 per member per month for the 2023/4 financial year.

Pierre De Villiers advised all the members that the Association are budgeting for an operational surplus of R194 000.

No queries were raised.

7. **AUDITOR**

Theron & Du Plessis was re-appointed as Auditors for the Association.

8. MATTERS AS PROVIDED BY THE CONSTITUTION OF THE ASSOCIATION

a. Number of Trustees

i. It was resolved that 6 Trustees be elected.

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b. Election of Trustees

The following members were elected to serve on the Trustee Committee:

Mr Pierre De Villiers
Mr Holden Marshall
Mr Gordon Reid
Mr Stefan Crouse
Mr Jan Cilliers
Mr Fanie Neethling

9. Other items as required by the Constitution

9.1 Approval of the schedules of common property and civil services infrastructure replacement values.

Our common area is insured for approximately R57 711 810.00. We did a review last year with external experts that reviewed weather we are properly insured. We can confidently say that we are properly insured and in line with that recommendation.

9.2 Determination of the Domicilium Citandi et Executandi of the Association

The domicilium of the Brandwacht Aan Rivier Home Owners Association has been determined as:

c/o Trafalgar Property Management
Unit 12B M5 Park
Eastman Road
Maitland
7405

10. CLOSURE

The business of the meeting having been concluded the Chairman declared the meeting closed at 18h00

DECLARED A TRUE RECORD OF THE PROCEEDINGS

_____ _____
CHAIRMAN **DATE**

Approved at the General Meeting of the Body Association held on _____ 20__

_____ _____
CHAIRMAN **DATE**

ATTENDANCE REGISTER: MEMBERS

EJ Kift	Erf 16050
Hattingh	Erf 16059
F Van den Berg	Erf 16062
S & I Crouse	Erf 16067
J Maritz	Erf 16070
M Van Schalkwyk	Erf 16077
WC Van Der Merwe	Erf 16083
J Cilliers	Erf 16090
F Neethling	Erf 16098
P De Villiers	Erf 16104
Mr Morkel	Erf 16111
J Louw	Erf 16116
J Barkhuysen	Erf 16126
G Reid	Erf 16130
C Dippenaar	Erf 16144
I Saker	Erf 16145
Farrell	Erf 16147
M Knoesen	Erf 16155
H Marshall	Erf 16158

PROXIES:

Su-Mari Visser			
(A D Visser Familie Trust)	Erf 16114	in favour of	The Chairman
E Henn	Erf 16133	in favour of	The Chairman
E Van der Colff	Erf 16106	in favour of	The Chairman
Mr & Mrs Hepburn-Brown	Erf 16125	in favour of	Gordon Reid
Mr C Heys	Erf 16106	in favour of	The Chairman
Ms EJ Toerien	Erf 16110	in favour of	Mr JA Engelbrecht
A Theron	Erf 16160	in favour of	Holden Marshall
W Striebeck	Erf 16124	in favour of	The Chairman
E Fullard	Erf 16073	in favour of	Stefan Crouse