

FISH HOEK BUSINESS IMPROVEMENT DISTRICT NPC(FHBID)

MINUTES OF THE ANNUAL GENERAL MEETING OF THE FISH HOEK BUSINESS IMPROVEMENT DISTRICT NPC HELD AT THE CALDERS HOTEL ON THURSDAY 17th NOVEMBER 2016 at 17H30

1. DIRECTORS PRESENT:-

Mr. M Reaper (Chairman)
Mr. M Mabin
Mr. K Patel
Mr. M Johnson
Mr. R Bing
Mr. R Downey (Secretary)

OTHER MEMBERS:-

Mr. H van der Merwe (BID Manager)
Mr. M Choudree (Mach 1)

ALSO IN ATTENDANCE

W/O K. du Plessis SAPS

2. Welcome, Apologies Quorum

- 2.1. The BID Manager Mr Hennie Van Der Merwe opened the meeting and welcomed everyone.
- 2.2. Quorum of 70% of the Bona Fide members were present
- 2.3. Apologies;- Ms. N Geldenhuys, Mr. T Heffer, Alderman F Purchase, M Greaver, T Smith, and J. Hobson.

3. Approval of previous AGM Minutes held on 19th November 2014

Minutes of the previous AGM were accepted as being read and correct. This was Proposed by MR. K Patel and seconded by Mr. M Reaper

4. The Chairman's Report – Mr. M Reaper

- 4.1. Mr Reaper welcomed everyone to the meeting and proceeded to explain how he took over the role as Chairman from Mr R Bing over the last year. With regret Mr R Bing has resigned as a Director due to work commitments but will stay on as a member of the FHBID and Mr Reaper wished him well.
- 4.2. Mr Reaper reminder the meeting that the income from the BID comes from a small portion of the rates of the property owners on Beach Rd, Main Road and first Avenue up to the Police station. All aspect of the FHBID falls under the control of the City Of Cape Town. People that have helped on the BID last year has been Hudson Accounting who audit the books, The Directors on the board, the member who have been co-opted in to assist, Alderman F Purchase who attends most meetings and assists where possible, Mr M Choudree who provides a vital security service in the town, W/O Du Plessis for his assistance as SAPS and the BID Manager Mr Hennie van der Merwe

who makes sure everything functions in the Main road and generally sorts out complaints and problems within 48 Hours. Mr Hennie Van der Merwe sits on more than half a dozen committees on behalf of the BID and Mr Reaper thanked him for his service and time.

- 4.3. SECURITY:- Mr M Choudree from Mach 1 provides the security and safety in the area. To keep crime at bay, security has been extended beyond the boundaries of the BID, this been the Fish Hoek Beach, beyond the Police station towards Clovelly, the Garden of Remembrance area on Kommetjie Rd.
- 4.4. ROAD WORKS:-2016 was disruption as a result of roadworks. In the last 9 months the road has got better providing a better 2 way traffic flow. Talking to businesses in town, the area has suffered severely with turnover down between 20 to 60%. This was a difficult project but needed to take place. The BID has been involved with the road-works and the committees from the beginning, from when they started in Muizenberg. The last contractors Martin and East did a good job despite some problems at times. Now that traffic is just about back to normal, businesses are reporting an improvement in business all-round. The contractors have undertaken to keep the stop/go to a minimum and have committed to undertake work at night to assist with traffic flow.
- 4.5. Crime:- Fish Hoek was voted, earlier this year as the town with the least crime in SA. This was only achieved with the help of Lt Col Franken and the local neighbourhood watch groups all working together resulting in a low crime stat. Col Franken has recently retired with Lt Coll Smit taking over his position, Col Smit has made an visible impact to date as he knows and lives in Fish Hoek and often sees him physically on the ground himself. Good communication has also made crime difficult in the area.
- 4.6. Grime:- The Green Team headed up by Dr Louis Stafford, is a City of Cape Town employment opportunity to assist in the cleaning of the streets and the area. With their help, on a bi- weekly basis, they keep our streets clean. They have also tackled the railway precinct and the taxi rank. The FHBID has increased the security on Main Rd from 6am to 10 pm in the evening for the season. Eyes and ears will have an impact on the main road.
- 4.7. Vagrant problem:- The railway bridge was home to 15 to 20 vagrants who have been responsible for crime in the area. As special operation with SAPS, cleared them out and closed up the shelter on Clovelly Station. Dolphin Park was also cleared of vagrants.
- 4.8. Fish Hoek;- The pots in the Main Rd have been painted. Plants have been revived. Ashtray disposable units have been installed along the Main Rd. The BID had a donor who provided funds directly into the improvement of the circle. Mr Reaper thanked the donor. The triangles patch was finished off with artificial grass, the circle was fitted with new flower beds and plants and an irrigation system making the area look 100% better.
- 4.9. Law enforcement:- City traffic authorities set up new office in Lakeside which has assisted Fish Hoek. They have 5 new vehicles with 12 officers on

the ground. They now provide Taxi control with road blocks, traffic violation control in the area. Our local parking bays are now free of vagrants with 9 of our own attendants managed by Mr. H van der Merwe. During the festive season this will grow to 18 attendants. To date these attendants have done good work and have had positive responses from the public.

- 4.10. Security:- The security management was put out to tender and was totally revised with new contract which is taken off well. The FHBID currently is in a good financial situation and will look at upgrading the camera system. The BID is in talks with the City to leave to existing cameras where the roadworks have taken place for the benefit of the town.
- 4.11. The Spring Splash was the best attended to date. Thanks went out to Herbie, Manu and all those involved.
- 4.12. In conclusion: This last year can be prescribed as an active year with a good comradery on the board. Most problems were resolved or dealt with. The circle looks great; the Main Rd looks good and offers good security. All we now look forward to is the improvement of businesses in the area.
Thank you.

5. Branding Fish Hoek – Mr M Mabin

The branding inactive “How we love Fish Hoek survey” was undertaken by Tankwa sky. After the survey meeting were well attended by the Fish Hoek improvement Project which identified the main areas of concern been the main road, the beach, public spaces and parks, community activity and law and order. Regular meeting were held with good ideas coming to the table. Due to a lack of finance most of these projects were not able move forward. The BID was not able to finance these projects as most of them were out of their mandate area. This followed a brain storming session with Clem Sunter who suggested the development of an NGO with the ability to independently raise funds and get sponsors from the BID and the ratepayers. The BID helped set up the NGO, drew up the constitution but unfortunately it did not go further and was not registered. This NGO now need a person with time and drive who can build up a team to tackle these issues.

6. Audited financial statement 2015/2016 – Mr K Patel (Point 6 to 11)

- 6.1. The Audited Annual Financial Statement for the period 1 July 2015 to 30 June 2016 have been signed by the board and the City as well as the Budget and the usage of surplus Funds
- 6.2. Mr K Patel submitted the financial report for the year ending 30 June 2016. Copies were available and presented on a slide presentation. Certain points were highlighted and explained in each category.

A summary of the main pointers are

6.3. The Income statement

| | |
|--------------------|------------------------|
| Total Income at | R 861 336 (+5% on LY) |
| Operating Expenses | R 641 798 (+2% on LY) |
| Operating Profit | R 219 538 (+15% on LY) |

6.4. The Balance Sheet

| | |
|--------------|------------------------|
| Total Assets | R 825 667 (+35% on LY) |
| Equity | R 819 204 (+37% on LY) |
| Liabilities | R 6 463 (-35% on LY) |

This Financial Statement was proposed by Mr M Mabin and seconded by Mr R Downey.

7. Approval of the Budget 2016/2017

7.1. Copies of the budget were made available to all attending the meeting and was clearly presented to all on a slide presentation.

The approval of the budget was proposed by Mr. M Johnson and seconded by Mr R Bing

8. Usage of Surplus of funds

8.1. Copies of the budget were made available to all attending the meeting and were clearly presented to all on a slide presentation.

8.2. Mr K Patel identified that the security cameras need to be overhauled

The approval of the budget was proposed by Mr M Mabin and seconded by Mr M. Johnson

9. Approval of the Implementation Plan 2017/2018

9.1. Details of the Implementation Plan were made available to all who attending the meeting and were clearly presented on a slide presentation. Mr K Patel emphasised that the plan is a - what to do, when to do and how to monitor by the board and the City.

This was Proposed by Mr M Reaper and seconded by Mr M. Johnson

10. Appointment of Auditors.

Mr K Patel recommended the appointment of the company Auditors(Hudson Accounting) to be re-appointed for the year 2017/2018.

11. Appointment of Company Secretary.

Mr K Patel recommended the appointment of the company secretary to be re-appointed for the year 2017/2018.

The Company Auditors and the Secretary was Proposed by Mr M Reaper and seconded by Mr M. Mabin

Mr K Patel close on a vote of thanks to:-

CoCT Officials
Hennie van Der Merwe
Alderman Felicity Purchase
Debbie Hickman

Staff at Calder's Hotel and Conference Centre
Chairman and fellow Board members of the FHBID

12. Election of the Board members

- 12.1. It was noted that resignations came from Mr. R Bing as a Director, but will stay on as a member of the FHBID. Ms. N Geldenhuys also resigned due to work commitments. The other directors were all willing to stand for re-election namely Mr. M Reaper, Mr. T Heffer, Mr. M Mabin, Mr K Patel, Mr. M Johnson and Mr. R Downey.
- 12.2. Mr. H vd Merwe asked for nominations from the floor to which Mr. J.D. Hare nominated himself. This was seconded by Mr K Patel
- 12.3. The Meeting accepted the appointment of Mr J.D. Hare as new Director,

This all was proposed by Mr Grant Wakeford and seconded by Mr M Johnson

13. General/Q&A

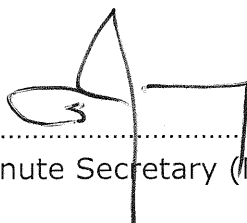
- 13.1. No questions were presented
- 13.2. Mr H van der Merwe thanked the CoCt Official Mr G.van Schalkwyk and Ms B. Asscot for attending, as well as everyone else.

14. Adjournment

- 14.1. There being no further matters for discussion the meeting closed at 18h27

This has been ratified as a true and correct record of the 2016 AGM at a meeting of the Board of Fish Hoek Business Improvement District NPC held on the 26 January 2017.

15. Signed 
Chairman (Mr M Reaper)

Signed 
Minute Secretary (Mr R Downey)