



Minutes of the Annual General Meeting of Overkloof CID NPC ("OCID"), held on: Thursday, 16 November 2023 at 17:30 at Northoaks Estate Clubhouse.

Directors of OCID and their respective portfolios:

Name	Current CID Portfolio
John O'Callaghan	Chairperson, Treasurer, Secretary, Social Management, Communication, Public Safety
Justin Schwellnus	Environmental / Urban Management
Holger Heye	Cleaning Management

Committee members:

Meryl Butt (Communication, Social Upliftment), Marilyn Leadsom (Urban Management, Social Upliftment), Pierr Roodt

The notice of the meeting which was sent had also been published in the Cape Times and Die Burger dated 20 October 2023. Notices were sent out electronically together with signed Form CoR36.2. This was also placed on the CID's website [www.overkloofsra.co.za](http://www.overkloofsra.co.za). As per section 5(5) of the SRA By-Law permission was granted by COCT to host the AGM outside CID boundary due to no facility within the CID boundary that could comfortably accommodate the AGM meeting.

## 1. Registration

All those in attendance at the meeting completed the attendance register (attached hereto as Annexure A)

## 2. Welcome

The Chairman, Mr. J O'Callaghan welcomes all those present at the meeting. A special welcome is extended to the following:

Bonita Ascott from the City of Cape Town

## 3. Apologies

Jerry Rogers

## 4. Membership

- new members –NONE

There are currently 26 registered members on the OVERKLOOF CID NPC's Membership list.

Approved by the Board of Directors: -

Name of property owner	ERF No	Number	Street	Votes
GRAHAM, GUY	4232	2	BLACKWOOD DRIVE	2
ROODT, MR P	4236	1	BLACKWOOD DRIVE	2
O'BRIEN, MR K	4681	7	CHESTNUT DRIVE	1
LUKIC MR M AND 2 OTHERS	4683	11	CHESTNUT DRIVE	2
DICKSON, MR BJ	4686	17	CHESTNUT DRIVE	1
AVANTI PROPERTIES CC	4687	19	CHESTNUT DRIVE	1
BUTT, MR CJ	4689	23	CHESTNUT DRIVE	1
BLACK, MR FNB	4693	33	CHESTNUT DRIVE	1
WIGGETT AND ABRAHAMS	4698	42	CHESTNUT DRIVE	2
DROOMLAND TRUST	4699	40	CHESTNUT DRIVE	2
HARDIE, CA	4700	38	CHESTNUT DRIVE	1

MONIER F & MONIER Z	4712	4	CHESTNUT DRIVE	2
LAWSON, Q	4779	8	BLACKWOOD DRIVE	1
PRICE, MRS L	4781	1	CEDAR CLOSE	1

CLARKE, H & G ZSILAVECZ	4966	7	BLACKWOOD DRIVE	1
VAN SCHAIK, T AND M	5072	10	BLACKWOOD CLOSE	1
MYBURGH, S	5073	12	BLACKWOOD CLOSE	1
PINEGUY, P	5097	1	BRIDOON CLOSE	2
LEADSOM, M AND R	5128	3	CEDAR CLOSE	1
SONA FAMILY TRUST	5129	2	CEDAR CLOSE	2
OLUSEGUN, FOLUKE	5591	4	BLACKWOOD DRIVE	2
MRS J SLINGSBY	5647	7	BRIDOON CLOSE	1
HEWSON, GD	5648	5	BRIDOON CLOSE	1
SCHULTE, MR WG AND MRS LSCHULTE	9737	1A	BRIDOON CLOSE	1
O CALLAGHAN, J F	10056	5	BRIDOON CLOSE	1
				<b>26</b>

In terms of the CID's MOI, every registered member has one vote for every R5 000 000 (five million) of municipal valuation or portion thereof, but subject to a maximum of ten votes. Furthermore, no member who is in arrears with payment of the additional rate (CID Levy) for more than 60 days shall be entitled to vote for so long as he/ she is in arrears except if the member can prove that he / she is in a dispute or has entered an appropriate payment arrangement with the City. The CID manager has obtained written proof of valuations in respect of all member's present (and proxy forms received) to determine the number of votes per members. The latest CID levy arrears list received from the City of Cape Town has been perused and confirms that there are no members participating in terms of voting who are in arrears of more than 60 days where this has not been paid or proof provided showing that the member is in a dispute or has entered an appropriate payment arrangement with the City.

#### 5. Quorum to constitute a meeting -

A quorum is established as more than 20% of the Members are in attendance, inclusive of proxies in accordance with Clause 11.6 of the Memorandum of Incorporation ("MOI"). The meeting was deemed to be duly convened.

#### 6. Previous minutes

Approval minutes of previous AGM:

The minutes of the Annual General Meeting dated 24 November 2022 are considered read as these were available for download from the CID'S website. Proposed to be correct by Mr J O'Callaghan. This was

unanimously accepted by the Members.

The agenda was proposed to be accepted by Mr J O'Callaghan. This was accepted by a clear majority in a show of hands by the Members present at the meeting.

## 7. Chairman's Report

### Feedback on operations 2022-23

Mr. J O'Callaghan provided a brief overview of the year's activities:

- Thankfully it had been a quiet year in Overkloof in terms of public safety, no doubt ascribed at least partially to the efforts of the OCID. A slide showing the crime stats in various parts of Hout Bay was shown.
- cameras are installed in 16 locations, including LPR cameras at the entrances, a high-resolution tracking camera along the jeep track, shared with Bokkemenskloof, and two new cameras, an IR at the pipe track and an IR with thermal on the mountain pathway.
- OCID paid a contribution towards CCP
- Meryl Butt was the Overkloof HBNW representative
- Bay Garden and Pools had been awarded the renewed contract for the cleansing services in accordance with the tender contract and were also maintaining the path to the pipe track.
- Some more vegetation has been cleared in the public open spaces in accordance with recommendations with the Fire Risk Assessment. It is an ongoing project limited by budgetary constraints. Forestry and Fisheries had been engaged to assist with the progress.
- Steady progress on the rehabilitation of the Public Open Spaces has been made, and regular social neighborhood gatherings have taken place.
- OCID was contributing groceries deliveries towards the Ladles of Love as part of the Social Upliftment programme. Marilyn Leadsom was spearheading the contributions towards Ladles of Love.
- There had been social gatherings of the Overkloof community, both at La Parada and in the forest POS in Overkloof.
- It was noted that the C3 system should be used by all residents for service requests to the City of Cape Town. The more reports were received for issues, the more likely it was that these issues would get addressed by CoCT.
- A total of 100 indigenous trees have been planted in public spaces of the OCID by Bay Gardens and Pools.
- The trees were supplied free of charge by the City of Cape Town. Bay Gardens and Pools have been contracted to water and care for the trees.

- OCID has been contributing to the Ladles of Love to provide food for the hungry as part of the Social Upliftment programme.
- Traffic calming measures for Main Road were discussed, and it was noted that an application for a pedestrian crossing was submitted to the City. Residents were encouraged to report taxis and busses stopping at the entrances to Overkloof.
- Communication relating to OCID core business was taking place on the following channels:
  - 3 x Whatsapp Groups (Social, Security and First responders)
  - Google Groups email
  - Facebook page
  - HB CIDs channel
  - Ward 74 service request channel (Cllr Quintas channel)

#### 8. Noting of Audited Financial Statements 2022-23

The audited Annual Financial Statements are available on the CIDs website. Mr O'Callaghan presented a summary of the financial report and stated that Annual Financial Statements had met audit requirements. No questions are raised by Members regarding the audited financial report.

OCID had received a clean audit report for FY2022-23:

- Revenues R544k (2022: R519K )
- Net surplus R144k (2022: R145k )
- Cash on hand R569k (2021: R424k ).

Reserves arise from budget surpluses and are carried forward to future periods for projects that will be for the benefit of the neighborhood.

The Annual Financial Statements presented by Mr O'Callaghan were accepted by a clear majority in a show of hands by the members present at the meeting.

#### 9. Approval of budget 2024-25

The budget for 2024-25 was accepted by a clear majority in a show of hands by the registered Members present at the meeting. Surplus funds utilization for 2024/25 were approved.

#### 10. Approval of implementation plan 2024-25

The implementation plan for 2024-25 was accepted by a clear majority in a show of hands by the registered Members present at the meeting.

#### 11. Appointment of auditors

It was explained that new requirements stated that the auditors needed to be rotated. New auditors would be appointed in accordance with this requirement.

#### 12. Confirmation of Company secretary – John O’Callaghan – APPROVED

Mr J O’Callaghan was confirmed as company secretary by a clear majority in a show of hands by the members present at the meeting.

#### 13. Election of Board Members

In accordance with Clause 12.1.7 of the MOI (“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”), Holger Heye resigned as a director. His re-election as a director was unanimously confirmed by all Members present at the meeting.

John expressed the board’s desire to welcome new board members and asked any volunteers to please step forward.

No new nominations were received in respect of Directorship on the CID Board

Mr. J O’Callaghan thanked all Board members for their services rendered.

#### 14. General

Low water pressure - Paul Pineguy suggested that an additional water supply connection should be made to the supply pipe above Overkloof to separate the supplies of the lower lying homes from the higher lying homes to ensure appropriate pressure for all homes.

Paul Pineguy suggested that the white lines in Bridoon Close should be re-painted.

Guido advised that there was a low hanging cable on the hiking path above Overkloof, which should be raised.

Wilfred suggested that a publicly accessible list of suggestions for the spending of the surplus funds could

be made available.

## Use of Public Open Space

Dangerous Vehicle entrance / exit points to be escalated to authorities.

Wilfred raised concerns over the increased traffic due to the steadily growing Applegarth estate and the lack of a Stop street where Roan Avenue feeds into Chestnut Drive.

A revised MOI is available on the website.

## 15. Q & A

Points from the previous minutes were discussed:

All members were invited to raise suggestions and make contributions to gain maximum benefit from OCID for all.

Paul Pigneguy suggested that a water supply ring, involving the reservoir above IY, could be designed to supply water to Overkloof when the existing supply failed.

## 16. Adjournment

The meeting adjourned at 18:00

Thank you:

- Board and committee members
- City of Cape Town
- Northoaks Estate for once again allowing OCID to use their venue
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Attendance list:



16 November Overkloof CID AGM 2023

Name	Address	Cell no.	Email	Signature
Meryl Butt	23 Chestnut	0819221016	merylhoubay@gmail.com	M Butt
Holger Heye	2 Cedar Close	0829591609	holger@heye.co.za	Holger Heye
John O'Callaghan	5 Bridoon Close	0828222710	john@ocase.co.za	John O'Callaghan
Paul Pigneguy	1, Bridoon Close	0836755238	paulpigneguy@gmail.com	Paul Pigneguy
784 8314 Ave	7 Blackwood Dr.	0817832380	Guido@SURF.co.za	Guido
Marilyn LEADSON	3 cedar close	0823472333	marilyn.mla@hotmail.co.uk	Marilyn Leadson
RUSSELL LEADSON	" "	0832186562	Leadson@telkomsa.net	Russell Leadson
GUY GRAHAM	2 BLACKWOOD DRIVE		guygraham@bom	Guy Graham
DONITA ASCOTT	CITY OF CAPE TOWN			Donita Ascott
WILFRIED SCHULTE	1A Bridoon Close	086638895	WILFRIED@BIZPERSPECTIVES.CO.ZA	Wilfried Schulte
Lizgi Schulte	1A Bridoon Close	0721158681	lizgi@bizperspectives.co.za	Lizgi Schulte
PIERR ROODT	1 BLACKWOOD DR	0836284190	Pierr.Roodt@gmail.com	Pierr Roodt
SARAH ROODT	"	0832705402	Sarah.roodt@gmail.com	Sarah Roodt
Kennedy O'Brien	7 Chestnut Drive	0844626117	Kent's telkomsa	Kennedy O'Brien
JANIS SLINGSBY	7 BRIDON CLOSE	0724605059	slingsby@net	Janis Slingsby