



OAKWOOD | HUGHENDEN | MEADOWS  
COMMUNITY IMPROVEMENT DISTRICT

**Minutes of the Annual General Meeting  
Oakwood Hughenden Meadows Community Improvement District  
Not for Profit Company  
Hout Bay Yacht Club at 18.00 on 10 November 2021**

**Invitees**

All members of the OHMCID NPC, non-member property owners, residents of the OHMCID area, representatives of the City Cape Town (CCT) CID Department and Subcouncil 16, and members of the general public.

**1. Present**

OHMCID board: Chris Tisdall (chairperson, cleansing and urban management, communications, director), Greg Zuccarini (vice-chairperson, treasurer, director), Dylan Joseph (public safety & security, director), Bradley Brown (public safety & security, alternate director), Gill Siebert (social responsibility and communications, director), Gwen Gower (environment management), and Marita Blom (administrative assistant).

Members: Pierre Steyn, Gwen Gower, Henk Pretorius, Erik Besier, Gill Siebert, Marlis Grunthal, Marianne Peacock, Chris Tisdall, Dylan Joseph, Neil Stromin, Jacobus van Staden, Greg Zucarinni, Anne Tait, Fred Nebe, Tanya Hoekstra, Ralph Kujawa, Bradley Brown, Rob Gerdzen, Jheanne Hugo, Christian Stewart, Bradley Bailey, Cecile Castoldi, Cathy Roeloffze, Kim Conley, Chairmane Van der Merwe (by proxy), Deborah Lawson (by proxy), Mia Blom (by proxy), Brett Nussey (by proxy), Rob Manners-Wood (by proxy).

Non-members: James Higgins (property owner), Neil Claasen (property owner), Anzette van Staden (property co-owner), Joy Hugo (property co-owner), Alan Conley (property co-owner), Mike Peacock (property co-owner), Alan Hoekstra (property co-owner), Jeff Georges (property co-owner).

CCT CID Department: Bonita Ascott, Alma Stoffels.

**2. Welcome and apologies**

Chris Tisdall (CT) welcomed everyone in attendance and noted that he would chair the meeting. He confirmed apologies from Paul Rutzen (part-time CID manager), Counsellor Matthew Kempthorne (Chairperson of Subcouncil 16) and welcomed Bonita Ascott and Alma Stoffels from the City of Cape Town (CCT) CID department.

CT noted that the Company had delivered the required notice of the meeting to all members in the form and manner prescribed in section 11.4 of the Company's Memorandum of Incorporation (MOI). Furthermore, he noted that, as prescribed by section 11.3 of the company's MOI, the Company had received consent from the CCT to convene the meeting outside of the boundaries of the OHM Special Ratings Area at the Hout Bay Yacht Club.

**3. Members**

**3.1. Resignations**

CT noted that to the Board's knowledge no members had resigned through property sale or otherwise since the last AGM.

**3.2. New members**

*Oakwood Hughenden Meadows Community Improvement District NPC  
Registration 2019/377250/08 - 6 Meadow Close, Hout Bay, Cape Town, 7806  
Directors: Chris Tisdall, Dylan Joseph, Greg Zuccarini, Gill Siebert  
E mail: [info@ohmcid.co.za](mailto:info@ohmcid.co.za) Web: [ohmcid.co.za](http://ohmcid.co.za)*

CT noted that nine (9) new members were approved by the Board on 4 November 2021: Peter Mark Collins, Bridget May O'Farrell, Gusta Mia Blom, Nilofer Lalani, Suzanne Little, Rob Manners-Wood, Catharina Diana Roeloffze, Kim Conley and Marius Wessels.

#### **4. Quorum to constitute meeting**

CT noted that 31-members were in attendance (26 in-person and 5 via proxy) of which 7-members were not eligible to vote as they were more than 60-days in arrears on their Special Rates - as prescribed by section 11.9.2 of the Company's MOI. There being 24-voting members present of the 73 registered members, CT declared the meeting duly constituted as more than the required 20% of voting members were in attendance as prescribed by section 11.6 of the MOI.

#### **5. Previous AGM minutes**

##### **5.1 Approval**

The minutes of the meeting held on 26 November 2020 were accepted and approved as accurate and complete by all present. The approved minutes can be viewed [here](#).

##### **5.2 Matters arising**

There were no matters arising.

#### **6. Chairman's Report**

The Chairperson, Chris Tisdall, presented his report on the activities of the board for FY21, including some more recent developments. The report can be viewed [here](#).

#### **7. Feedback on operations 2020/21**

CT, Greg Zaccarini (GZ), Gwen Gower (GG), Dylan Joseph (DJ) and Bradley Brown (BB) provided members with an update on the Company's operations. The presentation can be viewed [here](#).

#### **8. Noting of Audited Financial Statements 2020/21**

The financial statements drawn up by the registered auditors Harry Curtis & Co. for the financial year ending 30 June 2021 were noted. The AFS can be viewed [here](#).

#### **9. Budget**

##### **9.1. Noting of additional surplus funds utilised in 2020/21 (approved by the Board)**

Members of the Company noted the additional surplus funds utilised in 2020/21 for projects and Capex as presented.

##### **9.2 Approval of additional surplus funds utilisation for 2021/22**

CT explained the roll-over of R182,763 in surplus funds from FY20/21 to FY21/22 - representing 15% of the FY20/21 budget. This was an improvement on the first year's surplus of R286,000 or 33% of the budget and was mainly due to the under expenditure of R61k of the R207k project budget and R82k of the R162k capex budget. As presented, he noted that the Board proposed the surplus funds would be utilised as follows: Area entrance upgrade (phase 2) project R85,150; Hughenden & World Heritage Site Restoration project R25,313; Website update project R5,000; Camera visibility bush clearing project R13,313; Capex CCTV/LPR cameras R43,987; and Capex Fencing/wall - Upgrading of hikers entrance on Whittler's Way R10,000.

The members of the Company approved, by way of ordinary resolution, the surplus utilisation for FY 2021/22 as presented.

### **9.3 Approval of surplus funds utilisation for 2022/23**

CT explained that the proposed FY22/23 budget does not reflect an amount for additional surplus funds as the Board's plan is to fully utilise this year's budget (FY21/22), including the additional surplus funds of R182,763.

The members of the Company approved, by way of ordinary resolution, that no budget provision has been made for additional surplus funds in FY22/23.

### **9.4 Approval of the budget for 2022/23**

GZ presented an overview of the budget for the next financial year (1 July 2022 to 30 June 2023) which can be viewed [here](#).

The members of the Company approved, by way of ordinary resolution, the Budget for FY22/23.

### **10. Approval of the implementation plan for 2022/23**

CT noted that the Board would continue with the Implementation Plan as per the original OHMCID Limited Area Business Plan to ensure continuity of operations. The Business Plan can be found [here](#).

The members of the Company approved, by way of ordinary resolution, the implementation plan for FY22/23.

### **11. Appointment of Registered Auditor**

The Members of the Company approved, by way of ordinary resolution, that Harry Curtis & Co. continue as the Company's auditors for the 2022/23 financial year.

### **12. Confirmation of Company Secretary**

It was confirmed that Greg Zuccarini would continue to serve as the Company Secretary, as prescribed by the Companies Act, No. 71 of 2008.

### **13. Election of Board Members**

As required by item 5(1)(b) of Schedule 1 to the Act, at least 1/3 (one third) of the directors need to resign every year at the AGM, but shall be eligible for re-election. Therefore two of the four directors, Chris Tisdall and Dylan Joseph resigned. It was noted that Dylan Joseph would be available for re-election. Chris Tisdall announced that he will be stepping down from the Board as Director and Chairperson and therefore would not be available for re-election.

The following nominations for Directors were received as required, before the AGM and have been confirmed by the Board as members in good standing with the CCT and comply with the Companies Acts requirements to become a Director: Dylan Joseph, Gwen Gower, Bradley Brown, and Mia Blom.

The members of the Company approved, by way of ordinary resolution, the re-election of Dylan Joseph and the election of Gwen Gower, Bradley Brown and Mia Blom as Directors such that the Board comprise a total of five directors, including Greg Zuccarini and Gill Siebert.

CT noted that an additional person is required to look after the Cleansing and Urban Management portfolio and requested that someone step forward to cover this important role

that includes the work in Hughenden. There being no volunteers, CT suggested that the new board look to co-opt a director after the AGM.

## **14. General**

### **14.1 Triangle Area**

CT reported that no conclusive solution has been reached on the land use of the Triangle site above the graveyard and that this remains a great concern to the CID Board, property owners and residents. He noted that the area falls outside of the CID boundary and the Board is supporting the Hout Bay Ratepayers Association's efforts to find a sustainable solution that is beneficial/acceptable to all stakeholders that ensures it does not become more overpopulated and unmanageable housing. There are a couple of options being investigated and more information will follow once a clear direction has been taken.

### **14.2 Vineyards on the road reserve**

CT reported that Mr Peter Roeloffze from Hout Bay Vineyards has applied to the CCT to establish vineyards on the road reserve from the bottom of Grotto way going west up to the boundary of Oranjekloof School (along Main road). Mr Roeloffze made representations to the Board to support the application, which has not yet been approved. The area under consideration regularly becomes overgrown (grass, bushes and alien vegetation such as port jackson) and this poses a fire risk to properties and a security concern. The vineyards will be well maintained, kept clear of overgrown vegetation and will be fenced-in along Main road so the security along the entire northern boundary of the CID area will be improved. Residents of the area will have access to walk in the vineyards also adding recreational value to the community. Since the establishment of the vineyards will improve the environmental, aesthetic as well as the public safety and security of the CID, the Board submitted a letter of support to the CCT.

The members of the Company noted the intended establishment of vineyards along Main road on open areas.

### **14.3 Maintenance of verges and pavements**

GG noted that the CTT is not responsible for cutting and maintaining verges and pavements. Homeowners and residents must please attend to their own pavements - a clean environment throughout the CID goes a long way to enhance the area as a preferred and tidy residential area.

### **14.4 Appreciation for Sentinel Garden Services and Earthworx**

Members noted their appreciation for Sentinel Garden Services who continue to maintain the pavement area at the bottom of Whittlers Way and Earthworx for their numerous donations and garden services.

### **14.5 Votes of thanks**

Dylan Joseph thanked Chris Tisdall for his leadership and dedication to OHMCID which has been greatly appreciated by all property owners and members of the CID. He also thanked all property owners for their support such as the supply of electricity to the boom hut and in general, cooperation over the past year to make the CID a safe and pleasant area to live in.

## **15. Questions and answers**

The board members answered various questions raised by members.

**15.1. Can the Triangle area be donated to the Oranjekloof School for extension of or new school buildings and other facilities since land use for educational purposes is permanent and cannot be changed?**

CT noted that that could be done but would take a very long time and a solution is required more quickly to ensure that land is not illegally used - it is currently being guarded by the Red Ants.

**15.2. Are residents still paying a special fee towards the boom hut operations?**

No, CT explained that the additional rate that property owners within the CID are paying is to cover all additional or top-up services. This includes the boom. The Meadows Security Initiative that previously set-up and operated the boom was shut down when the CID was established.

**15.3. Can anything be done about the school's open wifi which is causing safety concerns due to the number of people sitting along the road outside of school hours?**

The Board is making progress on establishing better relationships with the school and its Principal and might be able to raise this concern with him in future. Perhaps proposing that the wifi be turned off after 5pm on a Friday. It was noted that providing access to the internet is a public good and simply turning it off is not necessarily the right thing to do.

**15.4. Can something be done about the road access into Hughenden from Main road as this intersection becomes more dangerous by the day?**

DJ has been looking at the traffic situation and what preventative measures can possibly be implemented to address the problem. Approval for some sort of traffic intervention will have to be negotiated with the relevant City Department. Due to the workload in the CID, the Board doesn't have capacity to drive this initiative at the moment and members were requested to volunteer should they have time to invest.

It was noted with thanks that Ferdi van Staden will assist to investigate a possible and workable safety intervention that will improve traffic flow, at the entrance section from Main road into Hughenden road. And Anzette van Staden is willing and able to assist the CID with financial matters.

**15.5. Can dustbins be placed on the Meadows?**

This can be investigated although issues like emptying these bins on a regular basis can become a problem in the long run. It was suggested that residents and property owners should take their litter and dog faeces home with them to be thrown away.

**16. Adjournment**

There being no further business, CT closed the meeting at 8:23pm.

**Adoption of minutes**

These minutes were adopted as accurate and complete by the members of the annual general meeting:

Date: \_\_\_\_\_

Signed: \_\_\_\_\_