



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 18.30 on 26 November 2020**

Invitees

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

1. Present

OHMCID board: Chris Tisdall (chairperson, Director), Greg Zuccarini (vice-chair & treasurer, director), Shaun Marais (communications, director), Dylan Joseph (public Safety & Security, director), Bradley Brown (Public Safety & Security, alternate director), Gill Siebert (Social Responsibility, director), Gwen Gower (Environment and Urban Management), and Paul Rutzen (representative and chairperson of the Mount Oakwood Estate Home Owners Association).

Members: Bradley Brown, Eric Besier, Abby Lewis (Meadow Brook Properties (284) cc), Marlis Grunthal, Chris Tisdall, David Mitton, Gill Siebert (no vote), Christopher Albertyn, Dylan Joseph, Jacobus van Staden, Greg Zucarinni, Marc Peters, John Gilberg, Nikki Jinka (no vote), Tanya Hoekstra, Ralph Kujawa, Jheanne Hugo, Gareth Sayer, Bradley Bailey, James Higgins, Cecile Castoldi, Charles Meadows, Hilary Pooley (by proxy), Chairmane Van der Merwe (by proxy), Norman Brook (by proxy).

Non-members: Stuart Heather-Clarke (property owner).

CCT CID Department: 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 Counsellor Matthew Kempthorne (Chairperson of Subcouncil 16) and Gwen Gower (Environment and Urban Management), and welcomed Alma Stoffels from the CCT CID department.

3. Members

CT noted the following resignation and new members (approved by the Board on 19 November 2020).

3.1. Resignations: Lance Rafesath (sold).

3.2. New members: Cecile Castoldi, Hilary Pooley, Maike Valcarcel, Charles Meadows.

4. Quorum to constitute meeting

Shaun Marais (SM) noted that 21 members were in attendance (18 members present, 3 by proxy) of the total 64 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 memorandum of incorporation (MOI).

5. Notice of meeting and location

It was 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 (MOI). Furthermore, it was noted that, as prescribed by section 11.3 of the 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.

6. Approval of agenda

There being no objections, the agenda was approved by all present.

7. Previous AGM minutes

7.1 Approval

The minutes of the first members meeting held on 30 January 2020 were approved. The approved minutes can be viewed [here](#). ([signed version of minutes without links](#))

7.2 Matters arising

There were no matters arising from the minutes of the previous meeting.

8. Chairperson's report

The Chairperson, Chris Tisdall, presented his report on the activities of the board for FY20, including some more recent developments. The report can be viewed [here](#).

9. Feedback on operations for FY20

CT, SM, Dylan Joseph (DJ), Bradley Brown (BB), Greg Zaccarini (GZ) and Gill Siebert (GS) provided members with an update on the Company's operations. This included information about the ongoing urban management crisis in Hughenden, the Hughenden property owners' proposal to the City of Cape Town to buy out all Hughenden properties, and the triangle site above the cemetery. The presentation can be viewed [here](#).

10. Noting of Audited Financial Statements 2019/20

The financial statements drawn up by the auditors Harry Curtis & Co. for the financial year ending 30 June 2020 were noted. The AFS can be viewed [here](#).

9. Budget

9.1 Noting of additional surplus funds utilised in 2019/20

Given 2019/20 was the Company's first year of operation, there were no surplus funds utilised.

9.2 Approval of additional surplus funds utilisation for 2020/21

CT noted that due to the impact of COVID-19 and delays in appointing service providers there was a budget surplus of R289,741 for FY19/20. He highlighted that this had been carried forward to F20/21 to be used as follows:

1. Project: Upgrading the entrance to the CID area - R89,583
2. Project: Cameras along Main road - R14,075
3. Project: Hughenden and world heritage site (ERF2286) restoration - R103,083
4. Capex: CCTV/LPR - additional R80,000

The members of the Company approved, by way of ordinary resolution, the surplus utilisation for FY2020/21.

9.3 Approval of surplus funds utilisation for 2021/22

CT noted that the Board intended to make use of the full operational and capital expenditure budget for FY2020/21 and therefore there was no surplus utilisation for FY2021/22 to be approved.

9.4 Approval of the budget for 2021/22

CT presented an overview of the budget for the next financial year (1 July 2021 to 30 June 2022). He noted that the budget had changed a little from the original budget contained in the [OHMCID Limited Area Business Plan](#) given that actual expenditures after one year of operation were clearer. The FY2021/22 budget can be viewed [here](#).

The members of the Company approved, by way of ordinary resolution, the Budget for FY2021/22.

10. Approval of the implementation plan for 2021/22

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

The members of the Company approved, by way of ordinary resolution, the Implementation Plan for 2021/22 as contained in the original OHMCID Limited Area Business Plan.

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 2021/22 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 five directors, Shaun Marais and Gill Siebert (co-opted as a director to replace Norman Brook earlier in the year) resigned and made themselves available for re-election.

The members of the Company re-elected Shaun Marais and Gill Siebert as directors such that the Board comprised a total five directors, including Chris Tisdall, Dylan Joseph and Greg Zuccarini.

13. General

The members noted their appreciation for Sentinel Garden Services who continue to maintain the pavement area at the bottom of Whittlers Way.

14. Questions and answers

The board members answered various questions raised by members.

1. 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 has yet to make contact with the school principal but will raise this concern with him once contact is made. It was noted that there is little to no engagement between the OHM community and the school, and that the school has not been welcoming of support or engagement in recent years.

2. Regarding the Hughenden crisis, Penzance Estate has had similar challenges, has the Board been in contact with them?

Yes, DJ noted the public safety and security portfolio has engaged with Keri Cross who set-up the Penzance CID and now runs CCP. There are some material differences between the Hughenden and Penzance areas, but the Board is confident that we are speaking to the right people in the City (i.e. mayco members) to address the issues - even though things are taking a long time to get resolved.

3. Regarding the Hughenden property owners' proposal to sell their properties to the City, who is making the proposal and in what capacity as there seems to be a conflict of interest between the property owner collective and OHMCID? This seems problematic as the CID is deploying funds to Hughenden while the property owners are looking to sell.

SM noted that he and two other Hughenden property owners submitted the proposal on behalf of all Hughenden property owners excluding just one - have all their signatures and willingness to go ahead. They have had three meetings with the City, the last one with the urban planning department. DJ noted that the CID Board was not aware of the initial proposal presentation to the City and was only made aware after the fact. SM noted that the Board has subsequently been kept up to date with the developments. While it was acknowledged that property owners were not acting as the CID, SM and a few other property owners have for years tried to improve conditions in the area at great personal cost to no avail and that they simply can't carry on living as an unmanaged extension of a township while having to pay rates that are not addressing the issues. The safe pathway, which the CID has invested in, will complement the plans for the intended public-private partnership for the Hughenden Village proposal. They just cannot leave the status quo, as has already been seen, property owners will leave and rent out to slumlords in order to receive at least some income from their properties investments and then there will be a bigger problem anyway. A few members, while appreciating the challenges faced by Hughenden property owners, expressed that it would have been better for the proposal to be presented to the greater OHMCID community before it went to the City. CT noted that the Board would write officially

to the City requesting that the CID be kept informed of any developments or decisions regarding the proposal.

15. Adjournment

There being no further business, CT closed the meeting at 8:25pm.

Adoption of minutes

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

Date: _____

Signed: _____

Chairperson name: Chris Tisdall