



Minutes of Management Committee Meeting held on Tuesday 22 April 2014

Present:

Bea Whittaker (BW) – Chairperson
Tony Coates (TC) – Wandelpad
Tracy Paton (TP) – Tree project
Michael Paddick (MP) – Treasurer
Elaine Teague (ET) – Secretary
Martin Ranger (MR) – Heritage

	ACTION
<p>1. WELCOME AND APOLOGIES</p> <p>1.1 Welcome & Apologies BW welcomed the committee and thanked them for attending the first meeting under her chairmanship. Apologies were received from Liz Hochfelden (LH).</p> <p>1.2 Election of vice-chair, treasurer and secretary It was unanimously agreed that MP would remain Treasurer and take on the role of Vice-Chair. ET would remain as Secretary.</p> <p>1.3 Adoption of the agenda The agenda was adopted with additional items included in Administration matters and Environmental.</p> <p>1.4 Approval of the minutes of the meeting held on 11th March 2014 The minutes of the meeting held on 11 March 2014 were approved.</p> <p>1.5 Matters arising from the previous meeting:</p> <p>1.5.1 <i>Allan Liebenberg payment</i> No claim for payment of travel expenses to Alan Liebenberg had yet been received and was to be followed up.</p> <p>1.5.2 <i>Letter to Brian Cain</i> A letter had been sent to Brian Cain of Adams, Schouw and Cain 3 Inc advising their audit services would no longer be required and thanking them for past assistance.</p>	<p>ET</p> <p>MP</p>
<p>2. SUB-COMMITTEES & WORKING GROUPS: CONSTITUTE</p> <p>2.1 Heritage Sub-committee: election of chair & 2nd MANCO member It was unanimously agreed that MR would chair the Heritage committee and Liz Hochfelden would be asked to join this group.</p> <p>2.2 Existing & future working groups – related to identified projects The Wandelpad was identified as a working group with SC members who volunteer to be part of this group. Part of the responsibility is to manage the 'Green team' twice a week. It was agreed that this would remain an 'informal' working group until year-end, i.e. 28 February 2015. TC would take the lead role and report back to SC Manco. It was agreed that TC would hold a small</p>	<p>BW</p> <p>TC / MP</p>

<p>petty cash float for use on this project. If it was felt necessary in the future, other working groups would be created for specific projects.</p> <p>2.3 Bernie Oberholzer’s rejuvenation project The rejuvenation project led by Bernie for 4 precinct plans (Klein River/Mill Stream etc; Queen Victoria Street; Village Green; village entrance) is ongoing; MP would contact BO for an up-date. BW advised that R100K is available on the municipality’s 2014/15 ward specific project budget for an EIA (environmental impact assessment) for everything Stanford wants done within 32 metres from any waterway). The river/stream/wetland precinct plan is therefore of utmost importance. It was agreed that MP should be the direct communication channel and all correspondence should be done via MP.. SC funds have been allocated to pay BO for the SCT’s share towards his professional input (the other to be paid by the Ratepayers Association and the Tourism Bureau.</p>	<p>MP</p>
<p>3. ADMINISTRATIVE MATTERS</p> <p>3.1 Ward committee feedback BW submitted a feedback report from the April Ward committee meeting. Some discussion took place around this report, in particular, it was agreed that an invitation be extended to the Mayor and OM officials to visit Stanford and, together with representatives from tourism, SC and SRA, examine the parking bay issue.</p> <p>3.2 Liaison with other community committees: Ratepayers & Tourism It was agreed that BW would liase between SC and tourism/business and MP would be liaison with SRA. Each would report to SC Manco as required.</p> <p>3.3 Registration as a NPO SC is a registered NPO.</p> <p>3.4 NPO obligations To maintain registration, latest copies of AGM minutes, current Constitution and financial statements need to be submitted to Department of Social Development in Pretoria.</p> <p>3.5 Whale Coast Conservation MR to speak to Mike Murray on the merits of membership of this organisation.</p> <p>3.6 SC Administration files/PO Box key All paperwork relating to SC to be collected from Royd Frith along with PO Box key.</p> <p>3.7 SC Constitution MR undertook to review the constitution over the coming months.</p>	<p>BW</p> <p>BW / MP</p> <p>ET</p> <p>MR</p> <p>ET</p> <p>MR</p>
<p>4. FINANCE</p> <p>4.1 2014/15: committed expenses MP circulated the Financial position as at 22 April 2014. The funds allocated to De Bron School, which had originally been for a small project in the school, would remain in the budget for possible use in future education projects.</p> <p>4.2 Cost of possible future projects It is understood that WCC runs programmes for environmental education – BW will follow this up and also speak to Elsa Gerhard regarding possible education projects via Stanford schools. It was agreed that SC members be approached for ‘hands on’ assistance with this and other projects/fundraising.</p>	<p>MP</p> <p>BW</p> <p>BW / ET</p>

<p>4.3 Fundraising:</p> <p>4.3.1 General: Wine & Wisdom; Go Fish Wine and Wisdom once a month is still the main source of income. TP had initiated a game 'Go Fish' which had been a huge success and would be used at future village events to raise not only funds but also environmental awareness.</p> <p>4.3.2 Mr Frith's undertaking Royd Frith had pledged to raise R10k during the forthcoming year. ET to contact him in this regard.</p> <p>4.4 Service provider for smaller Stanford Organisations It was agreed that SC should register as a service provider with Overstrand Municipality. TC will pursue.</p>	<p>ALL TP</p> <p>ET</p> <p>TC</p>
<p>5. ENVIRONMENT</p> <p>5.1 Littering on the Wandelpad TC was concerned at the amount of litter on parts of the Wandelpad. OM can provide 10 additional refuse bins via the money Working for the Coast funding. It was agreed that there should be 'No Littering' signs along the Wandelpad. TC will approach OM regarding refuse bins and signage and also liase with SRA (Bob Broom). TC also to follow up re litter traps in the leiwater system.</p> <p>5.2 Milkwood area restoration project It was agreed that signage stating 'Restoration Area' (signs being ordered by OM at the moment) should be strategically placed. Also the Green Team could be employed to make fencing at times when they cannot work outside.</p> <p>5.3 Willem Appel Dam wetland restoration OM has been instructed to rehabilitate the area where illegal infill had taken place near the football field.</p> <p>5.4 Queen Victoria Street pedestrian bridge TC to speak to OM regarding building a pedestrian bridge in the dip on Queen Victoria Street before the cemetery where the road narrows.</p> <p>5.5 Stanford tree policy & possible map (also tree watering map) TP has undertaken to produce (a) a map of conservation-worthy trees around the village, (b) a map of all trees that need to be irrigated including irrigation and (c) a tree management policy.</p> <p>5.6 Visit to Intaka Island Alan Leiberberg had invited SC members to visit Intaka Environmental Centre, it was agreed that this would be beneficial and personnel from OM would be invited to join the visit.</p> <p>5.7 Sewerage Works The Du Toit Street pumping station had been repositioned as requested. The future King Street pumping station will have a serious visual impact on the area by the Wandelpad and riverbank. However, Bernie Oberholzer; Bea Whittaker and Jan Troost have been requested to be the 'resident committee' that will consult with the contractors.</p>	<p>TC</p> <p>TC</p> <p>TC</p> <p>TC</p> <p>TP</p> <p>BW</p> <p>BW</p>
<p>6. HERITAGE</p> <p>6.1 Manco members on heritage It was unanimously agreed that MR would chair the Heritage committee and LH would be approached to also join this committee.</p> <p>6.2 Feedback from committee meeting MR had submitted a report prior to the meeting.</p>	<p>BW</p>

<p>6.3 Conservation Overlay Zone OM to appoint consultant +/- June. SHC to review 2008 and 2011 submissions and to consolidate any amendments/additions by mid-May. Important that the parking issue also be addressed.</p> <p>6.4 Stanford Style Available on website. OM agreed to meet origination/print costs (200 copies). To be distributed to OM and estate agents. Launch article in May SRT.</p> <p>6.5 Parking bay issue Refer to Item 3.1 above.</p> <p>6.6 Playground on market square This is an ongoing discussion item.</p>	<p>MR</p> <p>MR</p> <p>MR / BW</p>
<p>7. CORRESPONDENCE</p> <p>7.1 A letter of thanks to be sent to OM for the Heritage signage on R43</p>	<p>ET</p>
<p>8. ANY OTHER BUSINESS</p> <p>8.1 Leiwater Jan Troost to be invited to submit an informal report to Manco</p> <p>8.2 Next meeting Wednesday 21 May at house Paddick commencing 9am. There being no further business the meeting closed at 11h20.</p>	<p>BW</p>