



OAKWOOD HOME OWNERS ASSOCIATION

In Care of
Independent Property Group {IPG}

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OAKWOOD HOME OWNERS' ASSOCIATION, DATED 26 SEPTEMBER 2023, HELD AT MERIDIAN SCHOOL, PINEHURST DRIVE, PINEHURST AT 18:30

1. Opening and Welcome

Mr. R. Schagen, the secretary, opened the meeting and welcomed all present. Permission was granted to record the meeting.

2. Apologies

S Black
A Oosterman
C & S Nelson
JV Farr
P Retief
T Vermeulen
W Taylor

3. Chairpersons Report

L Vercuiel, the chairperson, gave a brief overview of the chairpersons report.

LV thanked all of the committee members, the supervising architect and the estate manager for their contributions over the past financial year.

Legal and communication – all official communication has been published on the Oakwood website. Signs were put up at the gate for effective communication. We are also compliant with POPIA Act and ensure privacy of residents' information at all times.

Home Improvement Guide – the major and minor works have been updated in the Home Improvement Guide and is more comprehensive now.

Conduct rules and Constitution – one change to the rules regarding dogs in the estate.

Security portfolio – Servest is our current service provider, however, we have recently obtained additional quotes for the same services. Subsequently, we have remained with Servest as they offer the most competitive rate and managed to reduce our fees with them.

Solar installations – we have recently invested in solar power backups at our gates due to ongoing loadshedding, to ensure no issues with access. We will look into solar power for the electric fence as well.

Minor upgrades – we upgraded some minor works such as pergolas, paint work, benches and so forth. There is a phased approach to ensure that the parks are maintained.

Complaints – most common complaints include noisy pets, residents not picking up dog feces and disturbance of peace due to noisy residents. Residents are requested to be considerate and respectful towards each other.

Vandalism – the parks were vandalised this year by a few teenagers within the estate and their parents had to take responsibility of the repairs. We do not foresee this occurring again.

Speeding – we have tried to get the CoCT to install speedbumps within our estate, however, it is a complicated process and there is a lot of red tape but we will continue trying. Residents to reduce speed within the estate.

Neighbourhood – residents are encouraged to get to know their neighbours and create a more social community. Ideas for social committees within the estate are welcome and residents are welcome to sign up.

4. Management Report

Jaco thanked the committee members for all of their efforts and commitment to the HOA over the last financial year. He reiterated that we are a community of residents who should help and support each other. If any residents have any concerns, they are welcome to address them with him.

5. Confirmation of the Annual General Meeting Minutes dated 30 August 2022.

The minutes were approved by all present.

6. Audited Financial Statements

Danie thanked P. Potgieter from IPG for all the assistance.

The audited financials were distributed to all present:

- Our biggest expense was on our Security item and our Management fees.
- Levies in arrears: R85 000.00, however, R301 000.00 has been paid in advanced by residents. PP informed that legal procedures are followed for residents who are in arrears.

7. Budget for 2023-2024

Danie discussed the proposed budget with all present.

Clearance certificate – a question was raised around the purpose of the clearance certificate item in the financials. PP informed that each time a property is sold, a clearance certificate is issued which is paid by the purchaser. This is collected by the attorneys when the outstanding levies are paid and is therefore an in and out item.

The budget was approved by all present.

8. Levies

Levies to increase to R495.00 as from the new financial year, 1 May 2024.

The levy increases were approved by all present.

9. Election of Committee Members for the ensuing year

P. Potgieter thanked the Executive Committee Members for their tremendous contributions during the previous year. Leonie was personally thanked by P. Potgieter as she will be stepping down from the committee.

The following members were nominated and accepted their nominations:

- ❖ A van Breda
- ❖ B Hull
- ❖ D Morgan
- ❖ R Schagen
- ❖ D Fourie

10. Determination of the Domicilium Citandi Et Executandi of the Home Owners Association

The determination of the Domicilium Citandi et Executandi of the Body Corporate is to be c/o Independent Property Group, 5 Sir Benjamin Promenade, Oxford Street, Durbanville

Accepted by all present.

11. General

Gardening service – a request was made for the gardening service not to cut the buds off the shrubs before they flower.

Accounts – a request was made for the accounts to be sent out 2-3 days earlier, for convenience. PP informed that IPG uses a set data capturing program and it is not easy to send it out prior, however, the monthly fee is always the same and residents can pay in advanced if that suits them better.

Cordier Road entrance – a request was made to declutter the old display box as there are many signs on it.

Storm water drainage – a complaint was raised by a resident about her garden floods with the heavy rain as her neighbour's Jojo tank overflows into her garden. The committee advised that all Jojo tanks need to have an overflow into a gulley to prevent flooding and they will look into this matter.

Gardens – a suggestion was made to include more succulents in the gardens to improve aesthetics at an affordable rate.

Park – the paving at the one park within Oakwood needs maintenance urgently as it poses a safety risk. We are awaiting on the CoCT to repair this area so that we can start fresh. Residents can volunteer to plant trees at their own costs in the surroundings of the pond and in the Briet park. However, we will need to follow a strategic plan with specific types of trees in specific areas in the park for the best opportunity to thrive. We will also improve the aesthetics of the pergolas and bench areas with plants to encourage residents to sit there.

Lighting – a suggestion was made to investigate solar lighting within the estate during loadshedding.

Social committee – residents who have the capacity to improve the socializing and 'homely' feel within the estate are welcome to volunteer. A suggestion was made to send daily quotes or positive affirmations on the notice board every morning.

Raising of wall – a resident requested if the perimeter wall along the end of PHD, close to the BP Garage could be raised for aesthetic and security purposes. The resident was requested to put the proposal in writing for the HOA to discuss.

12. Meeting Closed

Meeting adjourned at 19h30.