

**MINUTES  
TRUSTEES MEETING  
BRACKENRIDGE ESTATE HOA  
THE BOARD ROOM OF BRACKENRIDGE HOA  
TUESDAY, 15 January 2019 @ 14:00**

**1. ATTENDANCE**

Mr. Ludo Briet	Chairman <b>(LB)</b>
Mr. Peter Becker	Trustee <b>(PB)</b>
Mrs. Robyn Eidelman	Trustee <b>(RE)</b>
Mr. David Brown	Trustee <b>(DB)</b>
Mr. Sean Lance	Trustee <b>(SL)</b>
Mr. Brian Madeley	Trustee <b>(BM)</b>
Mr. Christopher Lang	Trustee <b>(CL)</b>
Mr. Keith Miller	General Manager <b>(KM)</b>
Mr. Wesley Andrews	Security Manager <b>(WA)</b>
Mr. Patrick Sassin	Plett Property Management <b>(PS)</b>

**1. Welcome**

\* The chairman welcomes all present and wishes all a Happy New Year. He greets the newly appointed trustees.

\* No apologies have been received.

\* The full board is present as are General Manager Keith Miller and Security Manager Wesley Andrew.

\* The minutes of the Trustees Meeting held on November 20th 2018 are briefly reviewed and subsequently accepted.

**2. Matters Arising**

\* There were no matters arising

**3. Security**

\* Following the announcement by Pres. Ramaphosa that the minimum wage shall not be less than R20 per hour the wages of the security guards will be increased by 8% from R18.40 to R20. This will result in an overall increase of R90 000/year. Trustees note that the Estate Manager's staff wages will be increased accordingly.

\* WA notes that Brackenridge has been security-incident free for over three years. WA adds that an unexpected attempt by a number of loud youngsters to organise a rowdy Red Bull new year's party in the estate was thwarted.

\* Trustees discuss the access controls at both entrances. They emphasise the importance of appropriate security checks, notably of contractors and their workers, also at the back gate.

\* The GM undertakes to recirculate the House Rules and Estate Rules for comment by each trustee. These rules will continue to be posted on the Brackenridge website.

\* BM recalls that security alarms can and should be installed on the intercom phones. The Trustees note that many home owners have not yet installed their intercom phones and suggest that the intercom installation note should be resent.

#### **4. Fibre to the Home**

\* The fight continues with regards to accounts and switch over from copper to fibre. Shameel from Telkom will be available at the HOA office on 30 January @ 11:00 for further discussion with homeowners.

#### **5. Finance**

\* KM gives an overview and reminds all that Brackenridge Home Owners pay less for water and electricity than home owners outside the estate.

\* Trustees compliment KM with the ongoing improvements on the back road towards Maplin Drive. GM noted he will have an overspend at Bridge due to undermining of road by flood water. Gabions added.

\* The opening hours at the back gate are discussed and notably the option of extending opening hours. Trustees decide not to extend opening hours for the time being, pending further analysis of the implication for the guard rosters and additional costs.

\* The donation (a number of years ago) by one individual home owner is reviewed. Trustees welcome donations to the estate but recommend that in future donations with detailed conditions attached should not be accepted.

\* Trustees will discuss the Plett Rate Payers Association once the promised information and request for contributions have been received.

#### **6. BARC**

\* Trustees invite PB to review the current Architectural Design Guidelines in close coordination with KM for further discussion at a future meeting. The Trustees suggest that the Building Committee should be composed of the GM, of architect Paul Scheepers, of Fellow trustee Peter Becker, and of Chris de Villiers as alternate architectural expert.

## **7. Estate Infrastructure**

- \* GM reported that a plan for the Waste Disposal Building and store was in at Council.
- \* The Maplin Road entrance road was being upgraded and widened.
- \* Speed bumps as well as removal of certain circles were being considered.
- \* Gabions will be needed to address the slip in the common area between upper Erica Heath and Bitou Glade.
- \* Trustees complimented Ricky and his team for the job they are doing.
- \* BM suggested that an electric timer replace the photo cell on mini-sub No 9 at gate due to the fact that the lights were still burning at 7:00 am. The timer can be adjusted during the year. It may be worthwhile to do all.
- \* A quotation was received for new street light reflectors.
- \* A street light was removed in Watsonia Heights.
- \* It has been suggested to modify the street lights due to the high cost of the globe. The length of the pole cannot be adjusted.
- \* The Electrical consultants were Aurecon and some drawing received. GM to follow up.

## **8. Environmental Plan**

- \* GM reported a meeting with Council re aliens and firebreaks on Brackenridge property between electric fence and Klein Piesang River. Money is in budget for this.
- \* Trustees ask the GM to explore discreetly with the Municipality whether the areas adjoining the Estate on the East and South sides are “developable” and / if they can be developed.

## **9. Legal / social**

- \* Trustees deplore and strongly reject criticism vented on some social media forums.

## **10. General**

- \* Trustees discuss the proposed generator policy. They agree with BM that it is crucial that correct installation procedures be followed and that existing installations be rechecked.
- \* On the subject of Trustees “portfolios” the chair recalls previous discussions and suggests that each trustee is free to suggest a given subject area which he or she would want to cover, beyond the existing areas of experience and expertise already covered.

- \* Trustees agree with the GM's suggestion to improve the existing path along the boundary lines slightly to make it cyclable.
- \* On waste management the GM suggests to explore the purchase of a compost shredder. Trustees agree and suggest that the sale of compost to homeowners can be explored.
- \* Power self-sufficiency, GM had received comment from certain Trustees re his proposed solar solution which would need individuals to spend in the region of R120 000 each. This matter kept in abeyance.
- \* One home owner has asked Trustees to review the invasion of his privacy and possible height violations following the construction of a new dwelling next to his house. The GM had meetings with this home owner. He suggests that there are no height violations. A number of trustees say that they too have faced privacy issues following construction next-door. The Trustees recall that the Estate is under no obligation to consult homeowners of buildings plans on neighbouring plots. But they agree also that a homeowner who decides to build should consider informing his or her neighbours as a matter of courtesy.
- \* Trustees endorse CL's suggestion that exterior lighting should be warm light rather than cool white. Homeowners are requested to check their exterior light fixtures.
- \* Trustees are concerned about the lack of respect for the speed limit and other rules in the estate, especially over the holiday period. That said, they are not in favour of addition signage, such as yield signs.
- \* Trustees endorse BM's suggestion that repairs are to be carried out on the electricity kiosks in the Estate. The GM will take this forward.
- \* Further efforts will also be made to obtain the Estate's reticulation drawings.
- \* BM reported he had plotted all street lights which numbered 197 and that 6 were without tops.
- \* Trustees recall that the Estate does not and cannot oppose live-in domestic workers. By the same token and following the Mt Edgecomb judgment of the High Court, the Estate cannot prevent domestic workers from walking down the estate's roads. Homeowners are obviously more than welcome to continue to offer a ride to any domestic worker.
- \* GM had replied to Messrs Steenberg and George re queries at AGM.
- \* The chairman will recirculate the proposed roster of trustees meetings for the remainder of 2019.

Chairman \_\_\_\_\_

Date \_\_\_\_\_