



Voortrekker Park
Home Owners Association | Home Owners Association
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ANNUAL REPORT 2023

Dear Home Owners

We have come to the end of 2023 and it is the Executive Committee's pleasure to provide detailed feedback to each home owner.

2023 was marked with many challenges such as main water pipes that burst, power failures, illnesses as well as loved ones that we had to give up to death. However, there is also much to be grateful for because our Heavenly Father has spared us for another year to live together in this beautiful complex of ours.

It is my privilege as Chairman to thank each member of the Executive Committee for their selfless service this year. You are the "A-Team" and as Chairman I am particularly proud on all that you have accomplished this year. Each of you have this difficult, unpaid and ungrateful work with many challenges, done with dedication.

Many thanks to every home owner who supported the EC with positive contributions and good solutions. You carried us many days when we often received uncalled criticism.

The Annual General Meeting is scheduled for 15 December 2023 at 18:00, during which the election of the new Executive Committee will take place, among other matters.

Many thanks to every resident and member of the Executive Council who made an effort this year to live out our goals for the year, namely:

1. To create a spirit of togetherness and caring in the complex.
2. To focus again this year on the aesthetic appearance of the complex.

The current Executive Committee for 2023 was:

Leon Mostert (Chairman\Finance)

Frans Nel (Technical Team)

Alun Palm (Technical Team)

Shirley Boom (Vice-Chair\Administration: Buying and selling of units)

Helena le Roux (Discipline and Hall)

Natasha van Schoor (Secretary)

The land procurement team is:

Leon Mostert (Chairman)

Andre Spence

Frans Nel

Alum Palm

RESIDENTS AND TENANTS

Many thanks to every resident who strived to make our complex a peaceful environment. The City of Cape Town has complimented us on being one of the best managed complexes. There are rules laid down by the City of Cape Town and the Executive Committee of the HOA, to obey and not to see how the rules can be broken or complained about.

Life really is too short to see how much trouble you can cause for others. It is our request that every resident and tenant will work together again with the new Executive committee in 2024.

IMPROVEMENTS TO THE COMPLEX (FRANS NEL AND ALUN PALM)**COMPLEX (Security, Technical and Aesthetic Team)****TREES**

There was recently an uproar about several Eucalyptus trees that were cut down in the Complex. The residents who complained are clearly not aware of the risks the trees pose to us.

The root systems damage underground services such as water, sewage, electricity, etc., as well as house foundations, paving and porches. Several trees have fallen previously, especially during gale force winds, such as the tree that recently fell on unit 35. Fortunately, there were no injuries, but the residents had to be evacuated.

The EC does not have a problem with the planting of trees, as long as they are indigenous, evergreen and a small type of tree, which can be easily maintained. The tree must then also be planted by the owner or with the permission of the owner, on his own plot.

In this regard, please see our policy 5.0, Risk Management, on our website.

WATER AND POWER OUTAGES

Several water and power outages have already been experienced and a worrying trend is that it takes CoCT longer and longer to restore, despite being reported to the right institution according to the correct procedure.

The last water outage took 4 weeks to restore. It is not the EC's sole responsibility to report such problems. The more residents complain, the more pressure there is on CoCT to repair.

In this regard, please see our policy 4.0, Infrastructure, on our website.

FIRE FIGHTING

The testing and certification of our fire fighting equipment was done during February 2023 and must then be done again during February 2024. The following was tested: "Fire Hose Reel systems, Hydrant Standpipe Connections, Hoses and nozzles, Compressed Air Sirens, Tools".

The water pressure was also tested and met the minimum pressure requirement of 3 Bar. The certificate can be viewed in our office.

All homeowners were invited to attend the tests. It was very popular as residents are now more aware and prepared to fight fires and also prevent fires from spreading further, until the Emergency Services (Fire Service) arrive. The first action, in case of a fire, is to call the Fire Service, while the response team and residents fight and contain the fire.

The 3 signs showing the layout of the hydrants and emergency evacuation, which were very weathered, have been replaced.

The fire trailer was also equipped with additional tools and equipment that may be required during an emergency.

FIRE EXTINGUISHERS

All residents, please make sure your fire extinguisher is serviced regularly (once a year). Check the label on the extinguisher to determine when the next service is due. Tenants must inform the home owner of this important requirement.

If a fire breaks out and your fire extinguisher has not been serviced, it may not function and will mean nothing! This can cause injury or death as well as major damage! Your Insurance may also refuse to pay your claim.

We want to thank Amanda Spence, unit 89, for her initiative to organize for homeowners to have their extinguishers serviced as a group. However, it remains the homeowner's responsibility to do this annually.

After a previous investigation, it was shocking how fire extinguishers were neglected! The Executive Committee does not arrange for the service of fire extinguishers. You can service your extinguisher at FireSafe in George Street, near here. They will also advise if a pressure test will be required.

Also, please keep your fire extinguisher, bucket of water or garden hose handy if you are making fire outside in an open container or outside barbecue. Fires should never be left unattended, especially when the wind is blowing strongly. Even inside braai fires must be watched constantly!

WEBSITE (www.vphomeowners.com)

The web page has been up and running for two years or more now and is regularly maintained. The purpose of the web page is to keep all owners and residents informed. It has come to light that residents, especially new buyers and lessees, are not aware of our internal rules and policies (with VPHOA) and external (with CoCT) agreements. All these documents, newsletters as well as previous AGM minutes are also published there and you can call up any "old" document to scrutinize.

These documents contain valuable information as we try not to repeat "old" news.

The VPHOA Constitution and City of Cape Town's Lease Agreement with VPHEV (with Appendices 1 to 4) are also available on the website.

The web page has been further updated this year with the following updated policies and Rules:

Policy No. 1.1 – Operational model

Conduct Rules 2.1

Abbreviated Rules 2022

Policy No. 15.1 – Penalties / Fines

Policy No. 17.1 – Leasing and Selling of Units

Please Note, the policies and rules are not "static" and are updated as new circumstances and requirements change.

Please visit our website to keep yourself informed.

We try to keep our Conduct Rules and the abbreviated rules in line with CSOS (Community Schemes Ombud Services) requirements, but use their requirements only as **guidelines** for our own Conduct Rules. The updated Conduct Rules will be presented at the AGM for approval.

MAINTENANCE ON COMMON PROPERTY

Maintenance is essential on common property such as the lawns, roads, walkways, hall, stores, boundary wall, electric fence with electronic equipment, cameras, entrance gate, Inverter system, wellpoints, water tanks, etc.

The Accentronix access control system has recently been upgraded with the new version to offer more functionality. 2G and 3G phones will be phased out and only 4G / LTE will

be supported in the future. The new system is already in operation with a new gate number.

The road signs were also painted over and cracks in the tar surface sealed.

The store and hall's asbestos roofs were painted the previous year to make it safer for residents and a contractor from CoCT has already come to measure it for replacement. Unfortunately, the contractor or CoCT could not give a date by which the work will be completed. CoCT is aware of that and the EC regularly follows up with them.

A new water tank (2200 lit) was installed at the Stores block to collect rainwater. This tank is currently full. The wellpoint at the Hall block has been repaired and operational. The tank with 2500 Lit capacity is currently full.

We expect a dry, hot summer and the water must be used sparingly for emergencies such as water outages.

SECURITY - BORDER WALL ELECTRIC FENCE

After raising the electric fence to 9 wires, there were fewer cases of illegal entry into our complex. The raised fence makes a big improvement regarding our security, but residents should not get complacent and still take responsibility for their own safety, as well as their personal property. **The complex is not a "security complex".**

We want to once again do an **URGENT APPEAL** on all residents and tenants to PLEASE STOP at the gate at the entrance when you have finished driving through, "in or out". Unwanted persons slip through when the gate is still open. It is for the safety of all of us, but we notice that even some of our permanent residents ignore this rule!

"Tailgating" is also not allowed and some residents and visitors get angry if others follow the rule. Please stick to the rules. This is for your own safety!

Please be careful walking alone in the streets around our complex. Our new residents are not always aware of how dangerous this can be. These days there are many vagrants and beggars in our area who will use such an opportunity to rob someone!

Additional lighting has been installed on the border wall with the caravan park. The EC has been struggling for a long time now with the City of Cape Town to restore the street lights in the caravan park, so that more light can fall on the boundary wall at night. We then decided to install our own lights.

Additional "flood lights" were also installed at the Hall and Stores blocks to make it safer there at night.

The EC is currently engaged in a technical investigation (study) for the possible installation of additional cameras that will increase our security in the complex.

After obtaining quotations, the garden services for the common property, was again awarded to Jurie Beukes, a home owner from Voortrekker Park. Jurie, of Unit 17, is also available for private gardening services, weed control, as well as cutting smaller trees and removing branches, etc.

AESTHETIC TEAM

This year the aesthetic team put emphasis on units' roofs and it is worrying that owners take offense when they are informed that the roof needs attention? Owner, if you have a problem with this, please enter into a discussion with us (in writing), and do not wait until the fourth reminder!

The aesthetic team would like to thank the residents who responded positively to pay attention to their roofs and properties. About 90% of the properties and plots in the complex is now on standard. The complex as a whole seems like a pleasant place to live in. We trust that the outstanding 10% will also pay attention soon to their roofs and properties. Please note that this is an ongoing process. Your property may be OK this month but maybe not next month! Please regularly attend to weeds that can appear suddenly on your plot this season.

The EC received a compliment from the City of Cape Town saying that VP appeared the best, similar complex in the Helderberg area! Let's keep it that way please!

RESPONSE AND NEIGHBORHOOD WATCH TEAMS

After the previous year's thefts and burglaries, a neighborhood watch team was set up to patrol inside and in conjunction with external neighborhood watch to secure the complex. This is thankless and demanding work and very dark at night, especially during load shedding. A big thank you goes out to the men and women who volunteer to do this work. Some still have their normal day jobs too! Many thanks to Solidarity (Strand Patrol) where Rynhardt Botes and Wynand van Romburg, as well as Strand Buurtwag (Adriaan Skog's group) work closely with our Response Team.

Many thanks also to residents who are attentive. This contributed to trespassers' arrest here in the complex. The laptop that was stolen from a unit could unfortunately not be recovered, but the intruders were arrested by the SAPS.

Many thanks also to the response team members who react to the electric fence alarms. The alarms often "sound" in inclement weather and midnight hours. Response team members are then mobilised to investigate and "reset" the alarms. If the

access gate give problems, the response team members are also prepared to act and set the gate to open.

Many hours are spent by EC members to obtain footage of suspicious persons and trying to identify suspicious vehicles. Many thanks also to residents who share their private footage with the EC. Together we form a formidable group.

CONTRACTORS WHO CAN HELP WITH REPAIRS AND MAINTENANCE

The following persons live in the park and the EC can recommend them to the thorough work they perform:

Flip Zwiegers – Unit 78 - 082 780 8284

Bert le Roux - Unit 99 – 084 471 4135

Jannie Loubser – Unit 33 - 083 271 1842

Robert Keyser – Unit 67 - 079 100 9282

Shane Cameron – Unit 32 - 083 439 8131

Glen Apollis – Unit 49 – 072 535 4646

For odd jobs, such as painting and paving, Ricardo and his father, Ibrahim, can also be approached. They are mostly around here in the complex with tasks for the residents.

FINANCE (Leon Mostert)

The finances were again handled by ACT Accounting this year and they did a good job. The Executive Committee recommended that ACT Accounting will once again handle VPHEV's bookkeeping, with Hein Loots as the liaison person.

Our Financial Statements of 2022\2023 are proof that the Executive Committee manage the finances well, therefore the management is fundamentally sound.

Many thanks also to everyone who faithfully paid their levies. Natasha, thank you very much for the extra mile you went in collecting overdue charges.

There is also a very small percentage who do not bother with our notices to pay arrear levies or fines and these were handed over to our lawyer.

When making deposits, please use your surname and house number as a reference.

LEVIES AND BUDGET

See the attached documents.

NEGOTIATIONS: LAND PROCUREMENT TEAM

The rezoning of Erf 1141 is well underway and the City of Cape Town provides regular feedback when requested by the Executive Committee. Unfortunately, this is not a quick process, but the Executive Committee keeps their finger on the pulse with the proposed rezoning of the land.

The Executive Committee therefore requests owners not to make changes or improvements to their properties, as this can delay the process or even cause it to be abandoned.

INSURANCE (Leon Mostert)

The Executive Committee decided to renew the insurance again with King Price. We receive very good service from this company and the annual increase was minimal.

Owners, it is very important that you make sure that your unit's insurance is in place and that your fire extinguisher is serviced annually. Our Lease Agreement with CoCT requires that your property must be **comprehensively** insured at all times.

LIBRARY

To everyone who provided this voluntary service, thank you very much. We appreciate your sacrifice. The library became a pleasant gathering place for the Park's residents.

SALE\RENTAL OF PROPERTIES (SHIRLEY BOOM)

First of all, I just want to say a warm welcome to all our new residents.

SALES

The City of Cape Town has once again introduced a change regarding the sale of Units.

Every owner who wants to sell must first collect an information document from Shirley Boom – Unit 43. It must be completed and returned to Shirley.

The "Intent to sell document", together with the approved building plans, is then sent to the City of Cape Town and then an inspection is carried out by the Building Division of the City of Cape Town.

If the Unit does not match the approved building plans, the City of Cape Town will send Shirley an email with an explanation that the Unit is not approved, thus "Non-Complaint".

After all the required alterations have been made, so that the Unit looks like the approved building plans, the City of Cape Town will come out again and do an inspection.

When the Unit has been approved by the City of Cape Town, the sale of the Unit can proceed. These changes are entirely out of the hands of the Executive Committee and the City of Cape Town can be contacted for any ambiguities.

RENTALS

There are rental documents that must be completed by the lessee, as well as the owner.

The documents are available from Shirley or alternatively on our website, Policy 17.1.

This document must be submitted to Shirley together with the Administration fee. We need this information in case of an emergency and also to forward correspondence to.

The contact numbers are then sent to Frans Nel, so that he can load the contact numbers on our gate system. This will not be done without the completed documents and payment.

The above process also applies to lessees who move around in the Park.

Your cooperation in this regard will be highly appreciated.

HALL & DISCIPLINE (HELENA LE ROUX)

HALL:

The hall inside, toilets, entrances and kitchen are nicely painted. The toilets have been upgraded with new mats and brushes. There is also now a small hot water cylinder installed in the kitchen to provide hot water for washing up, etc.

We can proudly say that we can now entertain a maximum of 30 people, with white crockery and cutlery, as well as 5 set tables with white tablecloths, which are available with the rental of the hall.

More functions than ever were held this year. Thanks also to everyone who rented the hall and returned it in a neat condition.

We also had a lovely "Christmas Carols" evening with Tommy Dell, one of our residents, where our teenagers were the highlight of the performance - Mary, Joseph and the shepherds.

The hall can be rented for functions, weddings, bereavement services or just having a good time. Please see policy number 11.1 in this regard. Please note that this is for the use of VP Residents only.

Unfortunately, there is no parking available for guests for functions, so they are requested to please park in the Caravan Park and walk in, or be dropped off, after which the vehicle can be parked in the Caravan Park. There is security that can keep an eye.

RULES:

Each resident is provided with the abbreviated rules and the UK requests everyone to PLEASE comply with them. The "Conduct Rules" are available on the website (www.vphomeowners.co.za)

CHILDREN:

All parents are requested to please ensure that their children also follow the rules.

- * No running, playing or slapping walls between units (pedestrian paths).*
- * No cycling, skateboards or "scooters" between units (pedestrian paths).*
- * Cycling, skateboards or "scooters" may not move against the road arrows, nor after dark.*
- * No plants (of the Park or Owners) may be damaged. No tree climbing allowed either.*
- * Common Property of VP (road signs, road markings, structures, etc.) must not be tampered with or damaged.*

PARKING:

No one is allowed to park on another unit's parking, unless prior permission has been arranged with the **owner**.

Parking between units 62 and 63 is only available for unloading of goods (20 minutes only) when the hall is rented. Also, keep open for emergencies due to the "fire hydrant".

TEENAGERS:

This year we can say with pleasure that we are proud of the teenagers. Your cooperation is greatly appreciated and noticed.

MOTORISTS:

PLEASE, the speed limit in the park is **10 km/h**. No "tailgating" at the gate - Please wait for the gate to close when driving in or out. Our safety in the park is very important to every resident. Watch out especially for children and the elderly!

Thank you to everyone who gave their full cooperation this year.

DISEASE, WEAKNESS AND DEATH

Our prayers go out to everyone who has been confronted by death, weakness or illness. Thank you to every resident and also those who assisted the persons and families in their time of need. We are really striving to be a "caring" complex.

ANNUAL GENERAL MEETING

We trust that it will be possible for all home owners to attend the AGM on 15 December 2023, at the hall, at 18h00.

Please note that the Proxies and Nominations MUST reach us before the cut-off dates\time. Proxies may only be delegated to other home owners. We would sincerely like to request that everyone come with a positive approach and not make the meeting a long drawn out affair.

We wish every home owner as well as tenants a Blessed Christmas and may 2024 be a blessed year, where everyone can enjoy good health and safety.

Christmas greetings

VPHEV EXECUTIVE BOARD
ANNUAL GENERAL MEETING