



Minutes of the Annual General Meeting

Oakwood Hughenden Meadows Community Improvement District Not for Profit Company

The Dream Factory at 17:30 on 06 November 2024

Invitees

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

1. Present

OHMCID board: Anzette van Staden (chairperson, governance & finance director), Brad Bailey (cleansing & urban management director), Mia Blom (communications & social responsibility director), Mark de Klerk (project manager) and Caro Stelling (administration).

Members:

Peter Beka, Brad Bailey, Erik Besier, J Blom (by proxy), Ryan Bluk, Kim Conley (by proxy) Hein de Jaemer, Karen Gabriels, Cecile Castoldi, Carine Gerdzen, Charmaine van der Merwe (by proxy), M Grunthal, Tanya Hoekstra (by proxy), Mark Osman, Henk Pretorius (by proxy), Gareth Sayer, Gill Siebert (by proxy), Chris Tisdall, Jacobus van Staden (by proxy), L Wilson, Greg Zuccarini

Non-members:

Pierre Bienvenue, Harry Coljin, RL McMillan, Thandi Rouse

CCT CID Department: Alma Stoffels

2. Welcome and apologies

AvS welcomed everyone in attendance and noted that she would chair the meeting. She confirmed apologies from Bradley Brown (public safety & security director), Rob Manners-Wood (environment director) and welcomed Alma Stoffels from the City of Cape Town (CCT) CID department. AvS 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 Company's Memorandum of Incorporation (MOI).

3. Members

3.1 Resignations

AvS noted that there are 72 registered members in the CID.

There have been 2 resignations since the last AGM and 4 new member registrations.

4. Quorum to constitute meeting

AvS noted that 21 members were in attendance (14 in-person and 7 via proxy).

5. Previous AGM minutes

5.1 Approval

The minutes of the meeting held on 08 November 2023 were accepted and approved as accurate and complete by all present. The approved minutes can be viewed [here](#).



5.2 Matters arising

There were no matters arising.

6. Chairperson's Report

The Chairperson, Anzette van Staden (AvS), presented the report on the activities of the board for FY24, including some more recent developments.

7. Feedback on operations 2023/24

AvS provided members with an update on the Company's operations. The presentation can be viewed on the website [here](#).

7.1 Finance

AvS explained the system financially at OHMCID. She confirmed that everything is well managed, audited, and filing is in order.

7.2 Safety & Security

AvS explained what security measures are in place and what projects are planned for the next year.

Crime remained low over the past year, thanks to Meadows boom, vigilant residents and property owners and WhatsApp groups, and hard work and dedication of CCP together with the help of ADT and Deep Blue as well as SAPS. There had however been break-ins at High Meadows property on 14 September 2023, a break-in at Hughenden Rd property on 7 November 2023 and increased muggings along Hughenden Road, the Safe Pathway and at the graveyard.

- New projects for FY25
 - High Meadows Camera project
 - Bottom of Grotto way Camera projects
- The Hughenden Safe Pathway, completed just after lockdown, continues to provide a safe and clean passage for learners and pedestrians and is well used, although there is still foot traffic on Hughenden Road.
- Hughenden has an illegal parking problem. The CID is working with the community of IY and the City to find a solution to the illegal parking problem and the removal of unlicensed cars.

7.3 Environmental Management

Brad Bailey explained what was done successfully in the past year in the area and what needs to be done. He observed that the hoped for collaboration with the City of Cape Town has been a disappointment and as such the CID will rely heavily on the residents to assist with improvements. He noted that a fundraiser event will be held next year in the hope of raising significant funds to be spent on environmental upgrades.



7.4 Cleansing & Urban Management

Brad Bailey gave an update on the portfolio. He noted the following challenges:

- Hughenden road still a challenge in IY/DY - resulting in litter, noise and some destruction of property
- Illegally parked cars and taxi stop
- Sewage/effluent runs down road from time to time due to insufficient sewerage infrastructure

Isolezwe Security Services' Environmental Officers have been appointed, 5-days a week to help clean along the safe pathway, Hughenden Road and in front of school. Two waste deposit sites along Hughenden Road for our residents and IY residents, which the Officers look after as well. Unfortunately, one waste site was damaged by grab truck, so skips were installed.

A gate was installed by the City at the top of Hughenden to IY and we have 2 Officers working at the gate to allow school traffic through and to make sure the Emergency vehicles have access to IY.

7.5 Social Responsibility

AvS gave an update on this portfolio:

- Contribution to the Oranjekloof Moravian Primary School, as part of entrance upgrade project:
 - Indigenous plants along school fence
 - Gutters were attached to their JoJo Tanks to harvest rainwater.
 - A water pump was installed to help with watering of the garden beds
 - Assistance with their security
- As part of the Hughenden Restoration Project Isolezwe Security Services were contracted for the Environmental Officer service to maintain safety in Hughenden Road and the Safe Pathway
- As part of the Top Gate installation two Isolezwe Security Services Officers were appointed to manage the flow of registered vehicles going through the gate.
- Litter education programme is being considered for the school to promote a litter-free environment.

7.6 Communication

MB highlighted that the OHMCID Emergency WhatsApp group is actively monitored to ensure that only relevant information is shared. All group members have been thoroughly vetted and approved. While email is used, WhatsApp remains the preferred communication channel due to its speed and popularity. MB added that the website has been updated and all documentation and information is uploaded there. The notification board at the boom was updated. Residents were asked to please keep an eye out for new communication there and to join the WhatsApp groups.

8 Approval of Annual Report

The Annual Report is available on the OHMCID website. No questions were raised by Members regarding the Annual Report and the report was accepted by a clear majority in a show of hands by the Members present at the meeting.



- 9 Noting of Audited Financial Statements 2023 /24
AvS presented a summary of the financial report and stated that Annual Financial Statements drawn up by the registered auditors Harry Curtis & Co. for the financial year ending 30 June 2024 had met the audit requirements. No questions were raised by Members regarding the audited financial report. The AFS can be viewed [here](#).
- 10 Budget
The budget for 2025-26 is available to view on the website [here](#).
- 10.1 Approval of budget for 2025/26
The budget was accepted by a clear majority in a show of hands by the registered Members present at the meeting.
- 11 Approval of the implementation plan for 2025/26
The implementation plan for 2025-26 is available to view on the website. The plan was accepted by a clear majority in a show of hands by the registered Members present at the meeting.
- 12 Appointment of a Registered Auditor
Harry Curtis & Company was approved in a clear majority in a show of hands by the registered Members present.
- 13 Confirmation of Company Secretary
Signature Consulting was approved in a clear majority in a show of hands by the registered Members present.
- 14 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 four directors, Mia Blom and Bradley Brown resigned. It was noted that Bradley Brown would not be available for re-election. Mia Blom's re-election as a director was unanimously confirmed by all Members present at the meeting. No new nominations were received in respect of Directorship on the CID Board.
- 15 General
- 16 Q & A
- 16.1 A resident asked if the full breakdown to the budget was available to view. AvS confirmed that the full breakdown is available on the website.
- 16.2 A resident enquired about the Administration & Management fee. Avs noted that this is for the project manager and administrator who are contracted to perform their services. BB observed that the board members administer the portfolios but do not do the actual work, which is undertaken by the Project Manager. AvS added that the Board members are all volunteers.



- 16.3 A resident enquired about the fee for private security, noting that the fee seemed quite low. MdK noted that the initial ADT proposal was low and although it has increased over the years, the fee is still lower than other service providers charge. AvS added that the CID continues to contribute to CCP and Hout Bay Neighbourhood Watch.
- 16.4 A resident inquired about the single traffic boom. AvS explained that the boom was installed before the CID was established and initially privately funded by a small group of residents. Currently, its costs are covered by contributions from the entire CID. AvS further noted that installing additional traffic booms would require extensive discussions with the City and a rigorous application process. She also highlighted that camera installations along Hughenden ensure coverage of the intersection, with additional cameras positioned further up the road to monitor high-risk areas.
- 16.5 A resident raised the matter of litter issue along Hughenden, and offered her assistance with an education drive. AvS welcomed this offer as there is currently no one on the Board living in Hughenden so it would be a great use to have eyes and ears there.
- 16.6 A resident enquired about speed bumps. AvS and MdK noted that the City would only install traffic calming measures in areas that are considered high traffic volume and possible risk to pedestrians. Subsequently the speed bumps have been installed in front of the school only.
- 16.5 A resident proposed planting vygies in areas where vegetation is struggling and raised concerns about Port Jackson trees growing along the fenceline. He also inquired about the possibility of organizing a community walk to address the removal of these invasive species. AvS acknowledged the issue of Port Jackson trees and emphasized that the first step should be removing invasives from individual gardens. She also noted that the CID is focused on planting local indigenous species. The resident was encouraged to discuss the vygie planting proposal with BB, who is collaborating with local botanist Michelle Malan on the planting plan.
- 16.5 A resident thanked the board for their work to finalise the next 5-year term budget. He went on to thank the board for resolving the road reserve which had been a huge fire risk. He also mentioned the proposed plan for the vineyard planting by Pieter Roelofse of HB Vineyards. The approval to proceed has been given but he is still awaiting the paperwork.
- 16.6 A resident asked the ailing and aging sewer lines and the inevitable impact on the environment and public health as these pipes continue to break. He asked if the CID could apply more pressure on the City to attend to this. He added that for three years they have been asking the City to address the matter, however their requests are met with obfuscation or silence. AvS asked that they forward their communication with the City to MdK so that he can take it up with the relevant City officials.



16.7 AvS raised the issue of access gate codes for the forest, noting that these are provided only to property owners. She mentioned recent complaints about unauthorised religious ceremonies in the forest, which raised the question of how access was gained. To address this, AvS proposed regularly changing the gate codes and sharing the new codes only upon request. A resident opposed this, arguing that all residents in the WhatsApp groups had already been vetted, making additional restrictions unnecessary. AvS emphasised that this measure adds an extra layer of security.

16.8 A new resident shared that their rescue dog had escaped and was held for ransom by a known gangster. With the help of a passerby and SAPS, they recovered the dog without paying. The resident requested to join the WhatsApp groups.

17 Adjournment

There being no further business, AvS closed the meeting at 8:05pm.

Thank you:

- Board and committee members
- City of Cape Town
- CID residents

Adoption of minutes

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

Date: 18 December 2024

Signed: 