

**Minutes of  
Richmond Hill Community Gathering  
held at Methodist Church Hall, Edward Street, Richmond Hill, Wednesday 6<sup>th</sup> May 2015**

AGENDA ITEM	NOTE	ACTION																
1. Welcome	Kevin welcomes all to the meeting.	Kevin Slattery																
2. Attendees	48 people in attendance																	
3. Matters Arising	No matters arising.  Apologies: Chris Parkin Max Hoppe Sue Hoppe Trudie Wegner Deon Ackerman																	
4. Confirmation of minutes held 4 March 2015	Proposed: Rory Norton Seconded: Chris Westran																	
5. Finance	<p><b>a.</b> Jackie reported on the Finances of the RHRA:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Balance b/fwd from February 2015</td> <td style="text-align: right;">R 1 527</td> </tr> <tr> <td style="padding-left: 20px;">Donations for March 2015</td> <td style="text-align: right;">R 3 642</td> </tr> <tr> <td style="padding-left: 20px;">Expenses</td> <td style="text-align: right;">- R 3 881</td> </tr> <tr> <td style="padding-left: 20px;">Balance c/fwd to April 2015</td> <td style="text-align: right;"><u>R 1 288</u></td> </tr> <tr> <td style="padding-left: 20px;">Donations for April 2015</td> <td style="text-align: right;">R 320</td> </tr> <tr> <td style="padding-left: 20px;">Repayment of Loan</td> <td style="text-align: right;">- R 1 600*N1</td> </tr> <tr> <td style="padding-left: 20px;">Market link account balance transferred</td> <td style="text-align: right;"><u>R 12</u></td> </tr> <tr> <td style="padding-left: 20px;">Closing Balance</td> <td style="text-align: right;"><u>R 20.48*N2</u></td> </tr> </table> <p>Notes: N1 – The repayment made to leaves a balance outstanding of R6400. This balance and employee costs outstanding will be covered by the sale of the patrol vehicle. N2 – The closing balance of R18.22 in the bank account and R2.26 in Petty Cash was transferred to the SRA as donations.</p> <p>Jackie thanked all those who made donations to the RHRA.</p> <p><b>b.</b> George reported on the SRA finances In March we received the initial backlog of SRA levies collected on our behalf by the NMBM. R490,000.00 less the 5% retention R24,500 giving us R465,500.00 Since then we received the next month's allotment of R70,000.00 less the 5% retention which is R3,500.00 This gives us a net monthly income of R66,500.00</p> <p>George shared with the meeting that it is his opinion that R300,000 should be deposited into a good interest bearing saving or investment account. This is protect us against any shortfall in the future, due to SRA collection hiccups and other potential delays that may occur in us receiving regular payments.</p>	Balance b/fwd from February 2015	R 1 527	Donations for March 2015	R 3 642	Expenses	- R 3 881	Balance c/fwd to April 2015	<u>R 1 288</u>	Donations for April 2015	R 320	Repayment of Loan	- R 1 600*N1	Market link account balance transferred	<u>R 12</u>	Closing Balance	<u>R 20.48*N2</u>	<p>Jackie Maritz</p> <p>George Beckley</p>
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	<p>This will be considered once the SRA has been operational for a few months and most start-up costs have been paid.</p> <p><u>Summary Financial Report for March &amp; April 2015:</u></p> <table border="0"> <tr> <td>Income from NMBM</td> <td>R 532 000.00* N3</td> </tr> <tr> <td>Income from donations (incl. RHRA)</td> <td>R 518.22</td> </tr> <tr> <td>Employee Related</td> <td>- R 20,820.00</td> </tr> <tr> <td>Core Business</td> <td>- R 5,874.97</td> </tr> <tr> <td>General Expenses</td> <td>- R 28,671.31* N4</td> </tr> <tr> <td>Capital Expenses</td> <td>- <u>R 100,000.00</u></td> </tr> <tr> <td>Bank balance:</td> <td><u>R 377,151.94</u></td> </tr> <tr> <td>Petty Cash Balance:</td> <td>R 2,235.05</td> </tr> <tr> <td>Market Link Account Balance</td> <td><u>R 10,000.00</u></td> </tr> <tr> <td>Cash &amp; Cash Equivalent</td> <td><u>R 389,386.99</u></td> </tr> </table> <p>Notes:  N3 – R66 500 received per month for 8 months. (R70 000 per month minus a 5% Bad Debt retention held by NMBMM to be consolidated at year end. Current Bad Debt retention R28 000)  N4 – This expense includes a transfer of R10,000 to a Market Link Account</p>	Income from NMBM	R 532 000.00* N3	Income from donations (incl. RHRA)	R 518.22	Employee Related	- R 20,820.00	Core Business	- R 5,874.97	General Expenses	- R 28,671.31* N4	Capital Expenses	- <u>R 100,000.00</u>	Bank balance:	<u>R 377,151.94</u>	Petty Cash Balance:	R 2,235.05	Market Link Account Balance	<u>R 10,000.00</u>	Cash & Cash Equivalent	<u>R 389,386.99</u>	
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6. Crime Update	<p>Kevin gave a brief overview of the biggest crime problems for the last two months.</p> <p>He highlighted that there is a increase in battery theft. 5 or 6 individuals responsible for most of the thefts. 2 Arrests have been made in this regard with the help of Atlas Security.</p> <p>The role of the SRA will be discussed with SAPS Humewood to ensure that we maintain a good working relationship with them.</p>	Kevin Slattery																				
7. Municipal Matters	<p>Robert was unable to provide the meeting with a municipal report as the start-up of the SRA has kept him very busy and he was still busy finishing up his day's work.</p> <p>Ward 5 Councillor, Morne Steyn reported:  - Regarding the illegal shop at 5 St Phillip Street:  A Technical report was done by NMBMM regarding the shop and the matter regarding the business rights of the shop at No 5 St Phillip Street is being tabled at the Human Settlements Committee meeting in near future for approval.</p> <p>Anyone who wishes to object to the shop at no 5 St Phillip street is asked to please send an email to the Ward Councillor's office.  SRA secretary, Liana, agreed to email those on the community email list in this regard.</p> <p>Trevor Melville asked Morne what is being done about the property at no 10 Sherlock street. This property is filled with litter to such an extent that it and holds a health risk to residents. It is also said to at times be used as a place to hide by criminal.  Morne agreed to look into the matter.</p>	Morne Steyn																				

	<p>Kevin Slattery shared with the meeting that the SRA is working on getting the problems with the Overport building at the Goven Mbeki Road end of Campbell street sorted out. The SRA is currently trying to trace the owner of this property.</p>	
8. RHRA Wind-up	<p>Kevin reported the follow to the community:  Late last year (2014) the RHRA committee experienced many resignations, mainly due to many of the members moving out of the area. A interim committee was therefore formed to handle the switch over period between the RHRA and the SRA.  This committee has since been disbanded with the end of the RHRA's work and the start of the SRA.</p> <p>The Bakkie used by the RHRA (that was owned by The Richmond Hill Residents Company) has been sold to cover the outstanding financial obligations of the RHRA.</p> <p>All other small assets including radios, torches, pepper-spray etc were transferred to the SRA.</p> <p>A question was raised regarding the further function or use of The Richmond Hill Residents Company. Scott Rollo, one of the Directors of The Richmond Hill Residents Company, informed the meeting that the company is currently being deregistered by a lawyer and there are no debts outstanding for this company.</p>	Kevin Slattery
9. SRA	<p><b>SRA</b>  <b>i. Services</b>  Kevin informed the meeting that the Directorship of the SRA has seen some changes. Donna &amp; George have resigned as Directors and Scott Rollo, who has been involved in the SRA process from the start, was appointed as new Director. (The Richmond Hill SRA NPC must at all times have a minimum of 3 Directors)</p> <p>The management team who will steer the SRA within the framework of the business plan are all volunteers from within the Richmond Hill Community. Any volunteers who are willing to help are welcome to contact the SRA.</p> <p>The objectives of the SRA are:</p> <ul style="list-style-type: none"> <li>• Maintain Historical Heritage &amp; Character</li> <li>• Security &amp; Crime Prevention</li> <li>• Cleansing</li> <li>• Environmental Upgrading</li> <li>• Social Intervention</li> </ul> <p>However the main emphasis of the SRA will initially be on Cleaning and Security &amp; Crime Prevention.</p> <p>Robert and 2 other candidates have applied for employment as patrollers with the SRA. (At this stage on 3 patoller will be employed)  The new patrollers will be introduced to the community as soon as they have signed their employment contracts.</p>	Kevin Slattery

	<p>The SRA will not be a replacement for armed response companies or the SAPS. We will offer 24 hour patrols by PSIRA graded patrollers.</p> <p>Kevin thanked Chris Westran (Part of the Management team), who has many years of experience in the security industry, for all his help in setting up patroller guideline, interviewing patrollers etc.</p> <p>Cleaning is done by the SRA appointed cleaners. To help with the disposal of refuse collected while cleaning a site in Dagbreek street has been cleared by the municipality and will possible be used as a tip site/centralised collection point for SRA use. This site might need the following improvements/additions: a concrete slab, fence, lights, a skip/container. NMBMM will still clean the area as per usual but the SRA will top-up this service cleaning where and when the NMBMM can not.</p> <p>Megan Kelly (Part of the Management team) has contacted MES a registered non-profit organisation that serves the homeless and destitute community. They have shown willingness to twin with the SRA. The SRA will try to hire some of the people in their program and we will refer the homeless in Richmond Hill who are interested to be helped to them.</p> <p>Liana Janse van Vuuren will be employed mornings only by the SRA to help micro manage the SRA. We are looking at opening a office at a premises we have identified in Stanley street.</p> <p><b>ii. Financial Controls</b> The SRA is a public company that uses public money. We do however not have the man power or time to report to residents daily. Monthly financial report will be sent to NMBMM by the 15<sup>th</sup> of each following month. The SRA will be audited annually. Alan Cousins has been appointed as our auditors.</p> <p>Audited financials will be made available publicly and be reviewed at the AGM. These financial will also be submitted to the NMBMM for review.</p> <p>The SRA levied on accounts amount to R70 000 per month. The NMBMMM keeps back a 5% bad debt retention monthly, paying over R66 500 per month. At year end the under/over recovery of SRA funds will be reviewed. If the NMBMM finds that there is a positive balance in the retention fund at year end the balance will be paid over to the SRA.</p> <p>How often the SRA holds community meetings will be up to the community.</p>	
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	<p><b>iii. Membership</b>  Membership to the SRA is now open to all property owners in the Richmond Hill SRA area. All those interested in Membership must contact the SRA via email. Exception can be made for those without email.</p> <p>George Beckley (Part of the Management team informed the meeting that all rate payers can be members of the SRA but only up to date ratepayers can vote.</p> <p><b>iv. Communication</b>  The problem is to connect with non-resident property owner. An attempt was made to contact such property owners through the municipal database, but with little success.</p> <p>Nellie Rosemeier offered to help with a knock and drop in order to contact residents and inform them of the SRA.  Kevin informed the meeting that MES workers may be hired to help with this.</p> <p>Nadeema Jorgee pointed out that it is important for the SRA to be as inclusive as possible. This will help to not build negative perceptions of the SRA.</p> <p>SRA uses the following communication methods:</p> <ul style="list-style-type: none"> <li>- SRA Facebook page</li> <li>- Email (<a href="mailto:richmondhillsra@gmail.com">richmondhillsra@gmail.com</a>)</li> <li>- Crime line</li> <li>- A Office phone number will be obtained</li> <li>- A Website that is currently being created</li> </ul> <p>The use of the Richmond Hill Crime &amp; Community Facebook page was discussed.</p> <p>Jan de Klerk reported that the Whatsapp group AR1 that he created to help residents warn each other in real time about possible criminal threats has been working well since the end of January.  He asked that the SRA support this initiative.  This matter was discussed and put to a vote.  The meeting voted to support this initiative. Jan will manage this Whatsapp group.</p>	
11. General	No matters were raise	
The meeting was closed at 18:45.		