



ANNUAL GENERAL MEETING MINUTES



RICHMOND HILL SPECIAL RATES AREA

HELD ON: 21 NOVEMBER 2019 @19:00

Chairperson: Jan de Klerk

Minutes taken by: Sharon Pretorius

WELCOME

Chairman welcomed 31 members with 4 proxies of the 75 registered members present at the Fifth Annual General Meeting of the Richmond Hill SRA NPC. Ward 5 Councilor, Dries van der Westhuizen is welcomed for being present.

Attendance as per Register.

APOLOGIES

Chris Parkin, Elizabeth Stella Haines, Barbara Nixon, Rene Corsano, Scott Rollo, António Bastos, Antonio Dias, Janet Elaine Ballantine, Claerwen Hart.

PURPOSE OF THE MEETING

The purpose of this meeting is to consider matters as set out in section 61(8) of the Companies Act and to consider and if deemed fit to pass, with or without modification the resolutions set out in the notice of the meeting.

The notice convening the meeting was issued with the proper authority and for the requisite period of time prior to the meeting. Everyone has received a copy of the notice of the annual general meeting, by e-mail or delivered or collected from the SRA office. The meeting was also advertised in both newspapers, The Herald and Die Burger.

QUORUM

The quorum required for the holding of this meeting, as well as for the passing of the resolutions set out in the circular (in terms of the company's Memorandum of Incorporation and the Companies Act), is present as indicated above, and the Chairman declare the meeting properly constituted.

VOTING

In terms of the company's MOI, the Chairman demands that a poll be conducted in respect of all matters as stipulated in the agenda.

ED RICHARDSON was appointed to act as scrutineer for the purposes of the polls.

Before proceeding, it was determined that everyone has his/her ballot paper and in the case of multiple properties, that the correct number of ballot papers were distributed.

It is assumed that all the documents are taken as read, because adequate time was taken for the members to be able to view these.

ORDINARY RESOLUTIONS

1. ORDINARY RESOLUTION 1 : ADOPTION OF THE ANNUAL DIRECTORS' REPORT

Full details of ordinary resolution 1 were contained in the notice convening the meeting. Opportunity was offered for questions. No questions were raised.

The Chairman proposed that ordinary resolution number 1 be adopted.

Ed Richardson seconded this motion.

The poll on this motion was taken.

2. ORDINARY RESOLUTION 2 : ADOPTION OF THE ANNUAL FINANCIAL STATEMENTS

Full details of ordinary resolution 2 were contained in the notice convening the meeting. Opportunity was offered for questions. No questions were raised.

The Chairman proposed that ordinary resolution number 2 be adopted.

Janine Thatcher seconded this motion.

The poll on this motion was taken.

3. ORDINARY RESOLUTION 3 : ELECTION/RE-ELECTION OF DIRECTOR/S RETIRING BY ROTATION

Rory Norton, Scott Rollo, Janine Thatcher, Claerwen Hart and Jan de Klerk retire as directors in accordance with the Memorandum of Incorporation.

Rory Norton, Jan de Klerk and Claerwen Hart, offered themselves for re-election, as per ordinary resolution.

Janine Thatcher has accepted an employment transfer and Scott Rollo expressed his desire to retire from the Board of Directors.

In addition, positions for Induction Directors were created. These are volunteers who will have the opportunity to get involved in the board of directors (initially without voting rights) and will decide during the course of the year to continue as directors or retire from their positions.

Induction Director 1: Rochelle Jordaan

Induction Director 2: Eva Wagner

Opportunity was offered for questions. No questions were raised.

The Chairman proposed that ordinary resolution number 3 be adopted.

Jacques Jordaan seconded this motion.

The voting for the individual directors proceed.

The poll on this motion was taken.

4. ORDINARY RESOLUTION 4 : ELECTION OF THE AUDITOR

The board has nominated BRADLEY VAN DER MERWE & ASSOCIATES to be appointed as Auditors until the conclusion of the next annual general meeting.

Full details of ordinary resolution 4 were contained in the notice convening the meeting. Opportunity was offered for questions. No questions were raised.

The Chairman proposed that ordinary resolution number 4 be adopted.

Rochelle Jordaan seconded this motion.

The poll on this motion was taken.

5. ORDINARY RESOLUTION 5 : BUSINESS PLAN ANNUAL REPORT

Full details of ordinary resolution 5 were contained in the notice convening the meeting. The report setting out the company's progress in carrying out the provisions of the business plan in the year ending 30 June 2020, to improve and upgrade the SRA.

Opportunity was offered for questions. No questions were raised.

The Chairman proposed that ordinary resolution number 5 be adopted.

Robert Falkner seconded this motion.

The poll on this motion was taken.

6. ORDINARY RESOLUTION 6 : BUSINESS PLAN BUDGET

Full details of ordinary resolution 6 were contained in the notice convening the meeting. To receive and approve the Annual Business Plan Budget on the Company's financial plan in carrying out the provisions of the business plan to the year ending 30 June 2020.

Opportunity was offered for questions. No questions were raised.

The Chairman proposed that ordinary resolution number 5 be adopted.

Rochelle Jordaan seconded this motion.

The poll on this motion was taken.

COUNTING OF THE VOTES & QUESTIONS RAISED

The voting was closed and the scrutineer collected the ballot papers to be collated and counted.

Questions raised:

1. ALGOA SECURITY – BUDGET FOR 2ND SHIFT – RAISED BY ROCHELLE JORDAAN

A question was raised whether a 2nd patrol vehicle can be deployed during Christmas Period in view of the possible increase in crime. Jan advised that there are already 2 vehicles in the area and sometimes even 3 – not included in the contact with the service provider and currently supplied for free.

2. CCTV CAMERAS

Robert Falkner gave feedback on Vumacam – the company that is outsourcing cameras. There is progress with regards to this and Robert is waiting for budgetary figures.

Furthermore, Dries van der Westhuizen from Ward 5 advised that Central SRA are at the same point regarding cameras as ourselves. Robert to discuss with Central SRA.

PRESENTATION OF THE RESULTS OF THE VOTING

Ed Richardson (scrutineer) confirms that all the resolutions have been passed, details of which are noted hereunder.

Members are encouraged to view the ballot papers upon request.

VOTING SUBJECT	YES	NO	ABSTAIN
Adoption of the Annual Directors' Report for the year ended June 2020	35	0	0
Adoption of the Annual Financial Statements	35	0	0
Election/Re-election of Director/s Retiring by Rotation			
Rory Norton	35	0	0
Jan de Klerk	35	0	0
Claerwen Hart	30	1	4
Induction Director : Rochelle Jordaan	35	0	0
Induction Director : Eva Wagner	33	1	1
Election of the Auditor	35	0	0
Business Plan Annual Report	35	0	0
Business Plan Budget	35	0	0

Closure

This concluded business.

The Chairman thanked the members for attending and the meeting was closed at 20:05 pm on Thursday the 21st November 2019.