



**HOME OWNERS' ASSOCIATION  
HUISEIENAARSVERENIGING**

## MINUTES

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE NUM-NUM HOME OWNERS' ASSOCIATION HELD ON 16 MAY 2024 AT 18:00 AT THE NG CHURCH, CHURCH STREET, MOSSEL BAY**

<b>1</b>	<b>Opening and Welcome</b>
	<p>The Chairman, Mr. J. Krige (18712), welcomed all present. He also thanked every member who submitted a proxy. Mr E. Loubser (18687) opened with prayer.</p> <p>A special word of welcome is expressed to all new owners.</p>
<b>2</b>	<b>Attendance, apologies and proxies</b>
	<p>Attendance as per register. Proxies as per register.</p> <p>Status-Mark: Ms. L. Uys Ms. A. Steyl</p>
<b>2.1</b>	<b>Confirmation of Quorum</b>
	<p>Quorum requirement – 25 41 Owners were present in person or by proxy and a quorum is therefore duly constituted.</p>
<b>2.2</b>	<b>Confirmation of Agenda</b>
	<p>The agenda as presented was confirmed.</p>
<b>3</b>	<b>Consideration of the Chairman's report</b>
	<p>The chairman's report as presented was unanimously accepted by the meeting.</p>

<b>4.1</b>	<b>Approval of the previous AGM minutes of 14 May 2023.</b>
	The previous AGM minutes were approved on a proposal from Mr. Van Der Vyver (18679) and seconded by Mr. Loubser (18687)
<b>4.2</b>	<b>Approval of the Special General Meeting held on 1 November 2023</b>
	The minutes of the Special General Meeting were approved on a proposal from Mr. Byleveldt (18715) and seconded by Mr. Reyneke (18729).
<b>5</b>	<b>Finance</b>
<b>5.1</b>	<b>Financial Statements 02-2024</b>
	The financial statements as presented were approved on a proposal from Mr. Fourie (18717) and seconded by Mr. Grobler (18688).
<b>5.2</b>	<b>Revised Budget 2024/2025</b>
	The 2024/2025 budget as presented was approved on a proposal from Mr. Saayman (18721) and seconded by Me. Nel (18722)
<b>5.3</b>	<b>Budget 2025/2026</b>
	The levy for each owner will be R850.00 per month as from 1 March 2025. The CSOS levy for each owner will be R7 as from 1 March 2025.  The 2025/2026 budget as presented was approved on a proposal from Mr. Saayman (18721) and seconded by Me. Nel (18722)
<b>6</b>	<b>The consideration and fixing of the remuneration of the Auditor for the financial year of the Association preceding the Annual General Meeting. (19.7)</b>
	The cost of Rain Auditors was unanimously approved by the meeting.

7	The consideration of resolutions proposed for adoption and the voting upon such resolutions.		
	7.1	Proposed changes to the Constitution of Num-Num	
		7.1.1	<p>Discussion and voting to move paragraph 4.6 of the House Rules to the Constitution of Num-Num.</p> <p>Paragraph 4.6 of the House Rules reads “No property may be utilised as a guest house or “Air B ‘n B”.</p>
		7.1.1.1	<p>Voting-Move paragraph 4.6 from the House Rules to the Constitution of Num-Num</p>
			<p>Proposed changes unanimously accepted by the meeting.</p>
		7.1.2	<p>Discussion and voting to add this new paragraph as stated below, to the Constitution of Num-Num.</p> <p><b>New paragraph: ACCREDITED ESTATE AGENTS</b></p> <p>“No estate agent may conduct itself for sales or leases of properties within the Estate unless such agent has signed the Estate Agent Accreditation application.</p> <p>Estate agents shall be accredited by signing an agreement with the Estate to the effect that such agent shall abide by the stipulated procedures applicable to the sale and lease of properties in the Estate and after having been informed of the concepts, Rules, and conditions under which the purchaser and/or lessee purchases and/or leases property in the Estate.</p> <p>Accreditation of agents may be reviewed by the HOA, or Trustees, from time to time and an up-to-date listing of accredited estate agents shall be made available to all members or can be obtained from any of the Trustees.</p> <p>No Clearance Certificate shall be issued by the HOA, trustees or managing agent, until such time as the Estate Agent has been accredited by the HOA.</p> <p>The members may only make use of the accredited estate agents when selling or leasing their properties.”</p>
		7.1.2.1.	<p>Voting-Approve the inclusion of the above paragraph “ACCREDITED ESTATE</p>

				<b>AGENTS” to the Constitution of Num-Num.</b>
				Proposed changes unanimously accepted by the meeting.
	<b>7.2</b>	<b>Proposed inclusion - Architectural Development Code - Annexure B of Num-Num.</b>		
		<b>7.2.1</b>	<p>Discussion to adjust paragraph 4.6 of the Architectural Development Code - Annexure B of Num-Num to read.</p> <p>Construction of the dwelling must be completed, and all building material and rubble removed within 1 (one) year from the date of signature of the <b>Builders contract</b>. A municipal occupation certificate to be issued within this period. Occupation may only take place once the <b>municipal</b> occupation certificate has been issued.</p> <p>Construction for additions/alterations to an existing dwelling must be completed, and all building material and rubble removed within 6 (six) months from the date of signature of the <b>Builders contract</b>. Any building activities (new or alterations) not completed within the stipulated timeframe, will be subject to penalties. Refer to paragraph 6 of The House Rules.</p>	
			<b>7.2.1.1</b>	<b>Voting-Approve the adjustment of paragraph 4.6. of the Architectural Code as stated above.</b>
				Proposed changes unanimously accepted by the meeting.
	<b>7.3.</b>	<b>Proposed changes to the Num-Num Development Code Annexure D.</b>		
		<b>7.3.1</b>	<p>Discussion and voting to adjust paragraph 4. of the Num-Num Development Code Annexure D of Num-Num to read. (changes in bold).</p> <p>Excavation and building activities and the use of any equipment that creates a noise will be limited to:</p> <ul style="list-style-type: none"> <li>- between 07h00 and 18h00 from Mondays to Fridays;</li> <li>and</li> <li>- between 07:00 and <b>14:00</b> on Saturdays.</li> </ul> <p>None of the above activities will be allowed on Sundays or Public Holidays. <b>None of the above activities will be allowed from around the 15<sup>th</sup> of December for 3 weeks. Building activities can resume in January of the following year, only after at least three weeks have elapsed since the start of the</b></p>	

			<b>official Builders Holidays.</b>	
			<b>7.3.1.1</b>	<b>Voting-Approve the change to paragraph 4 of the Num-Num Building Code as stated above.</b>
				Proposed changes unanimously accepted by the meeting.
	<b>7.4</b>	<b>General discussions and voting</b>		
		<b>7.4.1</b>	<b>Discussion and voting to decide the way forward to transfer the land of the existing green areas from the Developer to the Home Owners Association.</b>	
			<b>7.4.2</b>	<b>General discussion on the attachment marked- Attachment A. Num-Num Presentation May 2023.</b>
			<b>7.4.3</b>	<b>Vote on the following items. (Paragraph 4. with heading Future Vision of attachment A- as attached to the to the Agenda)</b>
			<b>7.4.3.1</b>	<b>Voting-Owners will have time till 30<sup>th</sup> June 2024 to ensure that his/her property meet the necessary requirements.</b>
				This point was unanimously accepted by the meeting with the exception that the situation regarding the Kikuju grass must first be clarified by the Department of Environmental affairs. The Trustees to give feedback to the members
			<b>7.4.3.2</b>	<b>Voting-During the first week of July 2024, we will request an “institution”, at Num-Num's expense (it will cost approximately R45,000) to conduct a survey on every plot in Num-Num about the state of the plot given the existing guidelines.</b>
				After discussions this matter it was voted on that the Department of Environmental Affairs will be approached firstly for guidance as to the requirements to comply with the EMP of Num-Num to transfer the public spaces (green areas and roads) to the HOA. Should it not be possible to get their guidance, only then would the “institution” be requested to perform the inspection of the properties in Num-Num.

					These amendments on the matter were accepted unanimously by the meeting.
				7.4.3.3	<b>Voting-Each owner (with a copy to the Trustees) will receive a report from the “institution”. The items that do not comply with the rules/E.M.P., will then be corrected by the relevant owner, under the "supervision" of the “institution”. Each owner will be billed separately for the "management" of his/her property's "correction". The process of "managing" deviations will be between yourself and the relevant institution. The more your yard - including the sidewalk - meets the necessary requirements, the less the cost will be.</b>
					Proposed changes unanimously accepted by the meeting with the exception that if an owner does not want to make use of the “institution” to manage he proposes on their own property they are welcome to do it on their own.
				7.4.3.4	<b>Voting-By February 2025, the transfer process to transfer the green areas to Num-Num will begin. This includes, amongst other things, a sign-off by Environmental Affairs. If any erf does not meet the requirements 100%, the relevant owner(s) will have to take responsibility for it themselves and will have to clarify this with Environmental Affairs. The Num-Num Home Owners Association cannot be held responsible for any individual owner’s shortcomings.</b>
					The matter was discussed and it was agreed that this item will be discussed and decided on at the next A.G.M.
	7.5	<b>Discussion that the Trustees establish a servitude for a Right Of Way for the owner of erf 18750.</b>			
		7.5.1	<b>Discussion that the Trustees establish a servitude for a Right Of Way for the owner of erf 18750, on the roads of Num-Num to the said erf under the following conditions:</b>		
			<ul style="list-style-type: none"> <li>• The applicable term of the House Rules will apply.</li> <li>• The same load restrictions for vehicles entering the</li> </ul>		

			<p>Estate as stated in Annexure D of the NUM-NUM BUILDING CODE will apply.</p> <ul style="list-style-type: none"> <li>• A monthly fee of R150.00 will be payable to Num-Num. This amount will be allocated to the 'Road Fund'. On March 1 each year, this amount will be increased by 6%.</li> <li>• For major road upgrades, the owner will pay a fee based on 1/72 (71-number of stands in Num-Num) of the total shortfall, after the allocation of Num-Num surplus funds, for the upgrading of the roads.</li> <li>• The owner must clean a 3-metre-wide fire break.</li> <li>• The gate leading to the said erf must always be closed and locked.</li> <li>• All costs will be for the account of the owner of stand 18750.</li> </ul>
		<b>7.5.2</b>	<b>Vote on the following items</b>
		<b>7.5.2.1</b>	<b>Voting-Approve the establishment of a servitude</b>
			The principal to establishment a servitude was unanimously approved by the meeting.
		<b>7.5.2.2</b>	<b>Voting-Approve the conditions applicable to the servitude as set out above</b>
			The principal to include the said limitations as well as other limitations was unanimously approved by the meeting.
	<b>7.6</b>	<b>Resolution proposals received from owners.</b>	
		<b>7.6.1.</b>	<b>Resolution: Allow owners to replace registered cats that have gone missing under mysterious circumstances</b>
		<b>7.6.2</b>	<b>Voting-Allow owners who have lost their cats under the abovementioned circumstances to replace their cats.</b>
			The proposed resolution received 56% of the vote, but 70% of the vote was needed to pass it; as a result, the meeting rejected the proposed resolution.

<b>9</b>	<b>Election of the Management Committee. (19.2)</b>
<b>9.1</b>	<b>Determination of the number (minimum 4)</b>
	The constitution determines that there should be at least 4 committee members.  The meeting confirmed that 5 members will hold office for the next year.
<b>9.2</b>	<b>Nomination and election</b>
	The following committee members were nominated: Mr. J.J. Krige (18712) Mr. E.F. Loubser (18687) Mr. H.J. Reyneke (18729) Mr. G.J.J. de Wet (18697) Mr. J.R. Croucamp (18696)
	The following committee members were elected: Mr. J.J. Krige (18712) Mr. E.F.. Loubser (18687) Mr. HJ Reyneke (18729) Mr. G.J.J. De Wet (18697) Mr. J.R. Croucamp (18696)
<b>11</b>	<b>Date of next meeting</b>
	The date of the next meeting will be determined by the committee member.
<b>12</b>	<b>Closure</b>
	Mr. J. Krige thanked the trustees, their spouses, Status-Mark as well as all the owners. The meeting closed at 19:15 and owners were invited for tea and coffee.