



EVERGREEN BERGVLIET LIFESTYLE VILLAGE ("THE VILLAGE")

MINUTES OF AN ANNUAL GENERAL MEETING OF THE VILLAGE HELD ON 01 AUGUST 2019

PRESENT:	J Misplon G Reed A Kajee C Dempers A Witte Residents	(ResCom Chairperson) (Chairman) (Financial Director) (Village Manager) (PA to Evergreen Directors) (As per signed attendance register)
-----------------	---	---

1. WELCOME AND INTRODUCTION

The chairman welcomed all present and confirmed that the required quorum was present and that the meeting was, therefore, duly constituted. A special welcome was extended to new residents, Management Committee members and Village Management.

A moment of silence was held in remembrance of those who have passed away since the previous annual general meeting:-

Rose Kynoch
Willy Poelmann
Heidi Findeis
Elaine O'Connell

2. CONFIRMATION OF NOTICE

The notice convening the meeting as well as the annual reports by the Chairperson of the Residents' Committee ("Rescom") and Village Management, as circulated to residents, were taken as read.

3. ATTENDANCE AND APOLOGIES

The attendance register was circulated and signed. Apologies received from residents were noted (refer to Annexure A for details).

4. ACCEPTANCE OF PREVIOUS ANNUAL GENERAL MEETING MINUTES

The minutes of the annual general meeting held on 30 August 2018 were accepted and signed as a correct record as proposed by D Orton and seconded by H Poelmann.

5. ANNUAL REPORT BY THE CHAIRPERSON OF THE RESCOM

The annual report by the Chairperson of the Rescom was circulated together with the Notice of the Annual General Meeting and taken as read. The acceptance of the report was proposed by I McDonald and seconded by T Weber.

6. EVERGREEN BERGVLIET VILLAGE MANAGEMENT REPORT

The annual report by the Evergreen Bergvliet Village Manager was circulated together with the notice of the annual general meeting and taken as read. The acceptance of the report was proposed by C Harrod and seconded by T Weber.



7. ANNUAL FINANCIAL REPORT FOR THE 2019/2020 FINANCIAL YEAR

The meeting noted the annual financial report for the 2019/2020 financial year as circulated together with the notice of the annual general meeting and elucidated by J Bester with specific reference to the following:

-
- the financial statements at 28 February 2019 reflected a loss at an amount of R250,575.00 (two hundred and fifty thousand five hundred and seventy five rand);
-
- a positive variance of R36,086.00 (thirty-six thousand and eighty-six rand) was reflected in the variance year to date ;the increase in the levy income is due to the additional 13 houses;
- village staff and administration expenses were adverse to budget as a result of the reallocation of maintenance staff as a village expense in the amount to R428,400.00 (four hundred and twenty eight thousand and four hundred rand);
- property rates reflected a positive adjustment as a result of recovery of rates; and
- with the reinstatement of WP Caterers, catering reflected a negative adjustment.

It was noted that J Bester had met with A Kajee and his team to discuss the 2020 budget and the following have been implemented on the aforesaid budget

- the total number of units currently reflected is 78 (seventy eight) and the apartments will be included once sales commence; and
- the total budgeted income of R7,363,000.00 (seven million three hundred and sixty three thousand rand) less the total budgeted expenses of R7,228,000.00 (seven million two hundred and twenty eight thousand rand) will result in a profit of R134,749.00 (one hundred and thirty four thousand seven hundred and forty nine rand).

A Kajee confirmed that the levy increase was calculated at 6% (six percent) for 2019/2020 for those residents whose life right agreement provides for the Seller and/or Operator to set levies on an annual basis in line with the increase in operating expense of the village.

A Kajee would addressed the following questions:

Question 1:

C Reid enquired as to how the levies are charged per unit.

Answer 1

A Kajee confirmed that he is happy to go through the levy calculation with J Bester and/or the residents. A Kajee confirmed that Evergreen Property Investments ("EPI") would settle the shortfall of levies until the village is fully developed and able to break-even.

Question 2:

D Orton raised the question of why a budget of R500.000.00 (five hundred thousand rand) was allocated to catering.

Answer 2:

A Kajee confirmed that the actual catering figures only reflected the months of January and February 2019 versus the budgeted figure which is calculated over a period of 12 (twelve) months.

Question 3:

V Lamson enquired whether Evergreen is looking into a scenario where the monthly levy charged will be capped at some point in the future.

Answer 3:

A Kajee responded that it is something Evergreen is looking into.



8. ELECTION OF RESCOM MEMBERS

The meeting noted the nominations received from J Bester, P Fordyce, J Misplon, D Orton, J Van Rhyn and T Weber for appointment as Rescom members. It was mentioned that I McDonald would be co-opted at the first Rescom meeting.

RESOLVED:

THAT the appointment of the 6 (six) residents, as mentioned above, to the Rescom hereby be approved as proposed by J Bester and seconded by R Van Reenen.

The chairman and vice-chairman will be elected at the next Rescom Committee meeting.

9. GENERAL

The chairman thanked D Drew for his role as Operations Manager and further added that he had taken up the position as Village Manager at Evergreen Muizenberg with effect from 1 July 2019.

The chairman informed Residents that Evergreen has taken the decision to bring health care in-house and had subsequently given Unique Health notice of the termination of their services. Evergreen will be appointing E Porter as the Director of Evergreen Care, to commence operation as such from 1 October 2019.

The chairman informed the meeting that he would accept questions from the floor.

Question 1:

C Osborne enquired whether Evergreen Care would take on existing staff from Unique Health.

Answer 1:

The chairman confirmed that all job applications from Unique Health staff would be considered.

Question 2:

H Poelmann asked about the progress of fibre to the homes.

Answer 2:

The chairman responded that the installation of fibre infrastructure have been completed, except for two units. Frogfoot will be connecting fibre/ONT to the units as part of the final installation stage.

Question 3:

K Reid requested that the trees along Firgrove Road boundary wall be trimmed as they were a threat to houses.

Answer 3:

C Dempers indicated that Council informed her that that they would not be cutting down any trees in Firgrove Road nor in Barn Road as requested.

Question 4:

C Levin raised his concern that communication was poor in keeping Residents informed about the status of various electrical upgrades, e.g. swimming pool heat pump, borehole water, new generator and electrical supply to the berm.

Answer 4:

C Dempers confirmed that once the generator was installed, the upgrade of the power supply to the berm distribution board will be commissioned by 1 October 2019. This installation will upgrade the electrical supply to the swimming pool, heat pump, water tanks, borehole and the electrical supply to the berm.



C Levin further enquired whether water would be disbursed to each unit with the upgraded borehole.

The chairman confirmed that the infrastructure was not adequate to run water to each unit. He suggested a resident survey be completed to ascertain the need.

The chairman further responded that once the financial due diligence was done it will be determined if it was viable to proceed.

Question 5:

D Walker mentioned that the cell phone reception throughout the village was an issue.

Answer 5:

The chairman responded that a consultant has been appointed to assess the village needs. With new technology available more superior boosters are available and are less unsightly. Communication in this regard will be circulated.

Question 6:

E Diana-Oliaro raised concern that there was inadequate visitor's parking available in the village for guests.

Answer 6:

C Dempers confirmed that plans are in place to create additional parking along the main street along units 21-65.

Question 7:

T de Smidt raised his concern with additional motor vehicles entering the village and causing delays at the boom especially when service providers are being signed in.

Answer 7:

The chairman responded that plans are in place to widen the road and to remove the island to create a parking area for service providers and prevent a delay for residents entering. The installation of a licence plate recognition (LPR) system is being investigated whereby the booms would automatically open for residents and speed up the process.

With proceedings concluded the chairman declared the meeting closed. Residents were invited to stay for cocktails.

CHAIRPERSON



ANNEXURE A

EVERGREEN BERGVLIET LIFESTYLE VILLAGE ("THE VILLAGE")

APOLOGIES NOTED AT THE ANNUAL GENERAL MEETING OF THE VILLAGE HELD ON 1 AUGUST 2019

Anneke Weber
Gillian Cooper
Charles Harrod
John Whitford
Michelle Samson-Wilse
Jill Dower
Amanda Bester
Geoff Nixon
Marion Thompson
Joan Human
Haydn Jones
Myrle Mawman
Laubscher Walters
Christine Walters
Mike Smith
Patricia Smith
Trevor Honneysett
Heather Honneysett