

MINUTES OF THE MEETING OF THE RESIDENTS' COMMITTEE OF EVERGREEN LIFESTYLE VILLAGE BERGVLIET HELD ON THURSDAY, 17 OCTOBER 2019 AT 15h30

PRESENT:

Joan Misplon (JM); Paddy Fordyce (PF); Ian McDonald (IMcD), Dave Orton (DO); Jean van Rhyn (JvR); Ton Weber (TW); and Christine Dempers (CD).

Apologies: John Bester (JB)

		<u>Action/Date</u>
1.	WELCOME	
	JM welcomed everyone to the meeting.	
2.	Approval of previous minutes	
	The minutes of meeting held on 12 August were approved.	
3.	Matters arising from previous minutes	
3.1	Residents' Meeting – JM suggested that a report back meeting should be arranged before year end for residents. She proposed 24 October. The committee suggested that this be delayed until after the next Mancom meeting scheduled for 14 November to give better feedback. A new date to be put forward.	JM
3.2	House Rules - IMcD reported that he had met GR to discuss specific village house rules proposed by the committee that were to be included in Annexure A of the House Rules. - In addition, specific house rules for Evergreen Apartments (Muizenberg) to be considered for Phase 5 (Bergvliet) in the Bergvliet Village (e.g. open fires, awnings, wash lines). - IMcD noted that he was happy with the discussions. IMcD stated that Garry Reed would revert/approve these changes/additions prior to the next Mancom meeting on 14 November and present them.	IMcD
4.	Finance and Legal	
	JM confirmed that JB would arrange a meeting with IMcD and Adam Kajee in November to discuss the 2021 budget.	JB/IMcD/ AK
5.	Estate Development	
5.1	Sales - Apartment: 6 sold (2 conditional); Houses: 1 for sale (Unit 65).	

5.2	Visitors Parking (Island & 60-64) – JM confirmed that GR had proposed additional parking for the village to EPI and would follow up in 2020.	JM
5.3	Street Light (41) – JM requested that CD follow-up on this item and confirm timing on the proposed installation of a street light opposite the island at unit 41, as reported some time ago.	CD
5.3	Traffic Flow – JM reported that CD should ensure that the correct elements were implemented urgently in order to manage traffic flow in and around the village, to avoid accidents and take care of pedestrians in the village, e.g. convex mirrors/one way signage.	CD
5.4	Improvement/Replacement of Fence on M3 – JM stated that a discussion had been held to replace the diamond mesh fence with a “clear-vue” fence to improve security specifically on the M3 and to extend this all the way to Firgrove Road. No feedback had yet been received. In addition, the committee felt that EPI should also consider plastering the red brick wall on Firgrove Road. JM would follow-up with GR at the next Mancom requesting him to pursue this with EPI in 2020.	JM
5.5	Generator – JM reported that the delay in the installation of the generator was causing a domino effect with all the other projects, namely the swimming pool pump and heat pump as well as irrigation, CD to confirm installation date as soon as possible.	CD
5.6	Village Access (Main Gate) – CD reported that the entrance boom at the main gate had broken and alternative access options were being considered. TW requested that the exit boom gate at the main entrance be shortened to facilitate the egress of pedestrians from the village as the new boom was too long. CD to action. It was noted that a new LPR (licence plate recognition) system was being considered. CD to report back on decision when available.	CD
5.7	Widening Entrance Access – It was noted that, owing to the increase in traffic into the village, the removal of the island to create a wider road for residents/recognised vehicles to move in/out freely and a shoulder/lane for contractors/delivery vehicles that had to be signed/scanned into the village, was being motivated to EPI. CD to report back asap.	CD
5.8	Clubhouse Parking – JM suggested that a “delivery/loading zone” parking area should be created outside the clubhouse entrance. JM stated that residents would appreciate this off road parking when they collected post, made dinner bookings, etc – this would also alleviate congestion and the narrowing of the main road by cars parking here.	CD
5.9	Cell phone reception – It was noted that the cell phone signal in the village was appalling. It was reported that that arrangements to install a small cell phone tower/aerial on the roof of the new apartment block, specifically for the residents, was raised some time ago. JM would like to update residents. CD to follow-up and report back asap.	CD

6.	Maintenance	
6.1	Brick Paving – It was noted that the brick paving around the clubhouse needed to be repaired as it was uneven and dangerous and presented a safety hazard to residents. CD indicated that a quote had been approved and the repair was imminent.	CD
6.2	Carports – CD confirmed that around seven carports would be replaced by the end of the month.	CD
6.3	Pool – CD confirmed that the electrical upgrade was in motion and that the power supply would be upgraded as promised at the last Mancom meeting. Once this installation had been completed, all the electrical work and repairs undertaken for the pool pump/heating system and the irrigation pump system would work.	CD
6.4	Paving – It was pointed out that brick paving outside of units 47/48/49 and 60/61, repaired by contractors, was sinking. In addition, a hole in the road outside unit 17 was a safety issue. It was agreed that maintenance should investigate and arrange to have it repaired properly. CD indicated that a quote had been approved and the repair was imminent.	CD
7.	Gardens & Irrigation	
7.1	Gardens - PF reported that in her opinion she saw little improvement in the common area gardens on the whole. She did not feel that the garden service had improved, especially around the embankment garden opposite the pool. CD confirmed that after the previous meeting, she had insisted on zones/areas being allocated to specific gardeners and that they be held responsible/accountable. CD to follow up with Whitecliffs. CD was asked to buy Protea plants/indigenous plants/trees to “freshen up” garden areas where required.	CD
7.2	Irrigation to common gardens – (See Maintenance 6.3) It was noted that electrical work and repairs to equipment has been undertaken, including the pool pump/heating system and the irrigation pump system, once the electrical upgrade (power supply) referred to in item 6.3 above had been completed, it should all work fine. CD to investigate drip irrigation lines in Barn Road.	
7.3	Irrigation to private gardens – It was noted that TW/DO had met with Patrick Maile (PM) to discuss an irrigation proposal to provide water to each resident’s garden. A cost/quote would be sourced. A special interest meeting would be set up with residents to confirm who would like irrigation to their gardens and to give them an idea of cost. CD to follow-up with a circular and to set a date once all the information was to hand and costs finalised.	CD

8.	Security	
8.1	JM requested that CD to send out a circular outlining security procedures and to ask residents and their visitors to please abide by these rules when entering the village.	CD
8.2	CD reported that the security fence and cameras were operational in the apartments (Phase 5).	CD
9.	Events/Entertainment and Catering	
9.1	EE&C funds: It was noted that R17384 had been raised to date	
9.2	Visitors – JvR raised the issue of visitors attending functions, which were catered for by the Catering Committee, for example, the October Bingo evening. It was noted that a decision had been taken at the EE&C meeting to increase the ticket price for visitors attending functions/events catered for by the committee, e.g. in the future visitors who were invited by residents would pay a surcharge. After deliberation it was agreed that, while residents always came first, there would be no additional charge to visitors, within reason.	
9.3	Christmas in July – It was noted that the date which had been set for 6 th December was on track and that menus needed to be confirmed.	CD
9.4	Golf 4-Balls – CD had put forward a proposal to sponsor a few golf 4-balls at a mixed event at Royal Cape or Clovelly. It was agreed that this should be pursued in the new year. CD to follow up.	CD
9.5	Craft Display – confirmed for 12 December. It was noted this event was gaining momentum and that advertising had gone out. It was agreed that CD should confirm a Bedouin tent to place on the patio, as the bistro would be converted into the market area. If this was not possible, then the option to use umbrellas from Muizenberg and Noordhoek should be explored. CD to revert	CD
9.6	Entertainment: <ul style="list-style-type: none"> ▪ Gordon Epstein had been confirmed for 18th January 2020. ▪ Jenny and the James's (band) – would be confirmed later in 2020. ▪ The Vera Lynn concert presented by EPI had been very well attended and enjoyed by all. <p>In addition, CD noted that an entertainer would secured for the Sundowner event hosted by Evergreen on 20 February 2020.</p>	CD
9.7	Catering - JM requested that CD approach WPC to offer a choice between dessert or cheese at the Tuesday evening dinners as not all residents enjoyed a sweet dish. In addition, the committee reported that they had received feedback from residents that WPC were not providing enough of a selection of dishes and that their quality was not as good as it had been a few months ago. CD to follow up.	CD

10.	Health	
10.1	CD reported that Evergreen Care had been introduced successfully to the village and no reports or complaints had been received.	
10.2	CD reported that the clinic had been refurbished and new uniforms ordered for the staff.	
11.	General	
11.1	Road Names – JM reported that road names for the village had been given some thought and that the Rescom would like the village roads to be named after trees and had provided a list for consideration. CD to action and then revert with installation dates.	CD
11.2	Spring Cleaning – JM thanked Garry Reed for arranging to have spring cleaning done for those residents who were affected by building/construction operations. The service was well done and appreciated.	
11.3	Library – CD confirmed that the additional bookshelves requested by Mancom had been delivered to the village and would be installed by the maintenance team.	CD
11.4	Golf Cart – CD reported that safety belts for golf carts had been ordered and would be fitted to ensure the safety of residents. In addition, a circular would be sent out outlining guidelines and regulations.	CD
11.5	DSTV Special Rate – DO reported that he had made enquiries to obtain special DSTV deals as it saved residents more than 50% on the different retirement packages. All banks required a constitution to open a bank account. DO suggested that he provide a proposal as per Pinelands and other retirement homes he had spoken to regarding the implementation of same.	DO
11.6	Games Room – A request had been received to re-hang the dart board on the South wall in the games room and install an overhead light above board. CD to action.	CD
11.7	Internal communications – It was noted that some residents in phase 4 had complained about their internal lines not being able to connect to the internet, internal phones or the clinic - this needed to be addressed urgently as it was the only communication line that connected to Telecare/guardhouse/reception in the event of an emergency.	CD
11.8	Transport – It was noted that the transport arranged by the village was very welcome and residents had enjoyed their outings immensely.	CD
11.9	JM noted that residents were not happy with how long it was taking to get things done. Specifically resident maintenance items, as well as snags for the new houses, seemed to be taking far too long to be completed. e.g. rolls of Cable (opp. 28) to be removed soonest.	

	It was agreed that this should be addressed immediately to improve service to residents.	
	Next Meeting: RESCOM Meeting: Thursday, 23 January 2020 at 3.30pm	

Without any further business to discuss the meeting closed at 18h00

APPROVED AND SIGNED AT CAPE TOWN ON _____ 2019

CHAIRMAN _____