

MINUTES OF THE MEETING OF THE RESIDENTS' COMMITTEE (RESCOM) OF EVERGREEN LIFESTYLE VILLAGE BERGVLIET HELD ON THURSDAY, 09 June 2020 AT 15h30

PRESENT:

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

		<u>Action/Date</u>
1.	WELCOME	
	JM welcomed everyone to the meeting and noted that due to the Coronavirus pandemic it has not been possible to hold a Rescom meeting in April or May. She thanked all for making every effort to meet today and for keeping their social distance and wearing face masks and shields.	
2.	Approval of previous minutes	
	The minutes of meeting held on 12 March 2020 were approved and signed.	
3.	Matters arising from previous minutes	
3.1	House Rules IMcD reported that GR had not made contact with him to discuss status of house rules. IMcD suggested that a copy of the current house rules handed over to new residents be sent to him. JM suggested that GR revert by the next Mancom meeting.	GR/IMcD
3.2	Cell phone reception DO suggested that residents advocate for better signal from their service providers.	
4.	Finance and Legal	
4.1	- JB reported that he had held a meeting Adam Kajee to discuss final budgets. He confirmed that he had received monthly packs for March and April. - He noted there were savings as expenses were low i.r.o catering and gardening. In addition, he reported that levies were on track, the costs on healthcare reflected no income and queried consulting fees.	JB
5.	Estate Development	
5.1	Village Sales – CD reported <i>Phase 1-3:</i> Unit 65 is sold subject ; Unit 14 sale had been cancelled, Unit 23 is being used by health care workers on duty during the COVID19 lockdown. Unit 16 will go onto market as Mr Momsen has moved to Muizenberg. <i>Phase 4:</i> Unit 75 was for sale. Unit 78 had been purchased by Mr/s Honneysett	

	<p><i>Phase 5:</i> 12 sold – (Apartments: 01, 02, 03, 04, 06, 011; 101, 103, 105, 106, 108, 109) and 10 still for sale New resident, Mrs Glenda Cooke, moved into Apartment 4 and Mrs Vicky Fox is renting Apartment 104, with intention of buying Unit 75.</p>	
5.2	<p>Visitors Parking</p> <ul style="list-style-type: none"> - CD confirmed that four visitors parking bays had been created at the island opposite 40/41. Once contractors are allowed in then this area will be completed with parking and road signage as well as planter barriers. - The following locations were being discussed and presently put on hold due to the coronavirus lockdown: Unit 5/8 – an extra 2 bays to be created in this area; Clubhouse – 2 bays for loading/collection positioned between oak trees; and Unit 60-64 – 4/6 bays (lawn area parallel to 57) 	CD
5.3	<p>Traffic Flow (One Way)</p> <ul style="list-style-type: none"> - CD indicated that residents had been very good in adhering to the “one-way” rule. - CD had briefed a signage company who had provided quotes for traffic signage to be installed once lockdown ends. 	CD
5.4	<p>Street Light (41)</p> <ul style="list-style-type: none"> - CD reported that the installation of street light pole opposite the island at unit 41 is on hold. Contractor has confirmed that as soon as the factory opened the light fitting would be sent to them for installation. - In addition, the three lights (39, 40 and newly installed light at 41) would be connected to the emergency generator, in order to operate when there was load shedding. 	
5.5	<p>Improvement/Replacement of Fence on M3</p> <ul style="list-style-type: none"> - JM to pursue installing a new clearvue fence on the M3 boundary with GR/EPI at next Mancom. 	JM
5.6	<p>Generator Area</p> <ul style="list-style-type: none"> - JM reminded CD that the generator area is to be “finished off” with a paving path, gate lock. CD reported that this would be done as soon as contractors were allowed back onto the premises. 	CD
5.7	<p>Widening Entrance Access</p> <ul style="list-style-type: none"> - No further news on this item. Development team were to discuss requirements with GR/CB and draw up plans to remove the island to create a wider road for residents/recognised vehicles to move in/out freely and a shoulder/lane for contractors/delivery vehicles. 	CD
5.8	<p>Drying Area (Apartments)</p> <ul style="list-style-type: none"> - The drying area panel fence is to be installed as soon as contractors are allowed into the village. - Trees and irrigation to be planted and installed as planned 	CD

5.9	Road Names – - CD reported that the quotes to erect road names had been received and that they were in the region of R5000 per sign. The committee felt this to be quite expensive and requested other options to be looked into.	CD
6.	Maintenance	
6.1	Pool - CD confirmed that a Barracuda would be purchased for the pool and new latches to be provided for pool gate	CD
6.2	Carports – CD noted the side beam for Mr Poelmann (#15) had been ordered and would be replaced as soon as contractor allowed onto property.	CD
6.3.	Heighten Fence at 36/48 – CD to action as soon as contractors allowed onto property	CD
6.4	Internal Communication/Telecare - The upgrade the PABX telephone system/connected to the ONT (fibre) is on hold until further notice. - CD advised that the installation of a UPS would be for residents' account and that each resident would require a variation form to be completed in order to move the Frogfoot modem, ONT and the ISP modem to another location (out of sight) e.g. into a cupboard/drawer.	CD
6.5.	Manholes - JB noted that the manhole covers that were greased and cleaned pose a health risk as they have not been closed properly. CD to take corrective action.	CD
6.7.	Apartments (Lift Foyer) - JM noted that it has come to her attention that the apartments needed regular cleaning refer to email about lift foyer. CD noted that the sanitizer in lift foyer was faulty and leaked. It has now been replaced.	
7.	Gardens & Irrigation	
7.1	Irrigation to private gardens - Two residents have complained about overflow on irrigation installed by Auto Irrigation. #10 and #34 to contact Peter Sweetman.	CD
7.2	Gardens - JM thanked ELV projects team for mowing lawns during coronavirus lockdown in May. JM requested that mowing of lawns should be undertaken soon as residents are not able to bring in their own gardeners to work. CD to action next week. - TW reported that the lawn clippings and hedges were still gathered outside the garden shed and had not been collected. CD to arrange collection asap.	CD CD

	<ul style="list-style-type: none"> - DO noted that there were falling leaves in street and as it was a rainy season could pose a safety hazard to residents who were walking in the village - JM noted that the two trees planted in pots on the patio in the apartments had not been watered. CD reported that there was no irrigation and that two of the "trees" had died prior to lockdown. - JM noted that the beehive in the oak tree near clubhouse be moved asap. CD to action. - With rainy weather, JM requested that the gutters be cleaned. CD noted that the utility workers had a schedule to do this and she would ensure that it is done. 	
8.	Security & Safety	
8.1	<ul style="list-style-type: none"> - CD noted that the village has reduced the security staff to two guards during the day and retained three guards on the night shift - CD reported that one guard would always be stationed at the Apartments. Each patrol would relieve the guard through the night. This assisted with social distancing in the guardhouse. - JB noted the main gate was damaged gate due to a removal truck entering village. 	CD
8.2	M3 Security Lights/Timer CD confirmed that the timer switch for the security lights had been converted to an analogue timer and so was not affected by load shedding.	CD
9.	Events/Entertainment and Catering	
9.1	Events & Entertainment <ul style="list-style-type: none"> - No events or entertainment had taken place since March due to the coronavirus and national lockdown which had n\been put into place. 	
9.2	EE&C funds: <ul style="list-style-type: none"> - It was noted that R11986 had been raised to date - The EE&C committee had donated bread to the 1-for-1 Feeding scheme to the value of R10 000. This had contributed to sandwiches for under-privileged school children. 	
9.3	Catering <ul style="list-style-type: none"> - All functions and catering events had been cancelled until further notice. 	
9.4.	Kitchen Stock & Equipment <ul style="list-style-type: none"> - CD confirmed that an industrial dishwasher and stove/oven will be installed prior to the kitchen re-opening - CD confirmed that a new kitchen layout will be considered in the future to enhance service and preparation. - CD noted that additional dining room tables/chairs would be available to cope with the additional numbers of residents participating in functions and dinners in future. 	

9.5.	Games Room/Lounge - CD confirmed that the lounge/reading room would be moved to the games room and the pool table would be moved out and placed into storage until the new clubhouse/renovation is built, when it will be returned.	
9.6	Shuttle Transport - CD noted that the Shuttle service will be shared with Diep River village when service is resumed. For now, the shuttle service had been cancelled.	
9.7	DSTV Special Rate - DO presented reduced packages for DSTV as requested. It would require a bank account to be opened and someone to administer it.	DO/JB
10.	Healthcare	
	- TW expressed his concern that Evergreen Health did not have a practice number and so he was not able to claim from his medical aid. In addition, the prices charged for services seemed unreasonable and not market-related. CD to enquire and revert.	CD
11.	General	
	- A notice had been sent to residents that the AGM had been postponed and that a new date will be set. - CD to confirm whether a Mancom meeting will take place before next Rescom meeting scheduled in July.	
	Next Meeting: RESCOM Meeting: Thursday, 16 July 2020 at 3.30pm	

Without any further business to discuss the meeting closed at 17h30

APPROVED AND SIGNED AT CAPE TOWN ON _____ 2020

CHAIRMAN _____