



MINUTES OF THE MEETING OF THE MANAGEMENT COMMITTEE OF EVERGREEN LIFESTYLE VILLAGE BERGVLIET HELD AT BERGVLIET ON WEDNESDAY, 28 APRIL 2021 AT 15h00

PRESENT: Joan Misplon (JM) in the chair; John Bester (JB); Ian McDonald (IMcD); Garry Reed (GR); Shawn Ferreira (SF), Celeste Van Graan (CvG) and Michael Liffmann (ML)

Apologies: Dylan Pienaar (DP)

1.	WELCOME AND APOLOGIES	Action/ Date
	JM welcomed everyone to the meeting.	
2.	APPROVAL OF PREVIOUS MINUTES	
	The minutes of the previous meeting, held on 11 February 2021, were	
	accepted and signed as a correct record of the proceedings.	
3.	MATTERS ARISING FROM PREVIOUS MINUTES	
	House Rules (Meeting 18/07/2019; Meeting 19/09/2019; Meeting	
	24/11/2019; Meeting 20/02/2020 and Meeting 19/9/2020)	
	 IMcD noted that he has been in communication with Celeste van Graaf, 	IMcD/
	Evergreen Head of Legal and will send through all correspondence	CvG
	regarding Annexure A via email.	
	 CvG noted that she will revert back once she has received the Annexure 	
	A.	
4.	SUB-COMMITTEE REPORTS	
4.1	Finance & Legal	
4.1.1	JB confirmed that he had submitted the AGM financial report.	JB/DP
	It was noted that there was a positive variance and that this should be taken	
	into consideration with the next Levy increase. GR noted that this will be	
	discussed.	
	JB noted that he was awaiting the March management accounts	
4.1.3	 JM reported that she had received a request from Jo Nixon regarding the 	
	reduction in her Monthly levy based on Geoff Nixon's move to Woodside	
	Frail Care. GR noted that this will be authorized and resolved.	
4.2	Estate Sales	
	It was noted that:	
	 Phases 1-3 – units 23 and Unit 65 have been sold; and 	
	 Phase 5 – Apartments for sale: A9, A10. 	
4.3	Repairs & Maintenance & Village Improvement	
4.3.1	Speeding in the Village	
	After discussion it was agreed that due to the number of continued	
	complaints from residents about speeding in the village, specifically up the	
	road leading to the apartments and on the main road to/from the main	





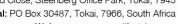
	gate, that humps be installed. GR noted that a plan should be drafted and residents need to decide on the location of the Speed humps.	
	SF to consult with relevant residents.	
4.3.4	Visitors' Parking	
	Owing to the increased number of residents and visitors as a result of the larger village and as raised in previous discussions additional visitors' parking bays will be built at Unit 5 (2 bays), Clubhouse (2 x loading bays) and opposite Units 60-62 (6-8 bays) GR noted that he is consulting with EPI	GR
4.3.5	'Vibracrete' Walling/Boundary	
	It was noted that the upgrade to the 'Vibracrete' boundary wall on Firgrove	GR
	Road would be considered in the future.	
4.3.6	Improvement/Replacement of Fence on M3	GR
	It was noted that the installation of a new Clearvue fence on the M3	
1.0 -	boundary would be considered in the future.	
4.3.7	Widening Entrance Access	
	 GR informed the meeting that discussions had been held around plans to 	
	remove the island at the entrance and feedback would be provided once	
	plans had been approved. These changes would be considered in the	
	future to create a wider road for residents/recognised vehicles to move	
	in/out freely as well create a shoulder/lane for contractors/delivery	
	vehicles; as well as to integrate a waste management plan.	
4.3.8	Health Care Clinic Floor	
	SF to follow-up with the installation of a new floor.	
4.3.9	General Maintenance	
	SF to attend to oil spills on the road at the entrance and in residents'	
	carports.	
	 Village Pool – It was noted that the pool was working well. The re- 	
	furbishment of the tables and chairs was an asset.	
4.3.10	Phase 4 – Houses (66-78)	SF
	It was noted that, owing to the pandemic, building contractors were still not	
	allowed on-site to complete contracts, residents' snags and latent defects	
	as reported by residents. SF noted that the process has been escalated	
	and that he would be in communication with the relevant residents with	
	feedback.	
4.3.11	Phase 5 – Apartments	
	It was noted that:	
	the internal wash lines had been installed and that a screen fence was	
	being considered (quotes sourced) to block off area from general parking;	
	James de la company de block en aloa nom general parking,	

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	the stair balustrade/railings and lights leading to apartments located at the	
	basement exit were in progress; SF noted that the quotes have been	
	approved and work will commence soon.	
	 a deterrent to be finalised for Starlings in the basement. SF noted that the 	
	ELV team is doing continuous work to keep area free of debris.	
	 Apartment Generator noise – It was noted that GR will be meeting with 	
	Stewart Fisher in connection with existing vibration problem.	
	 Apartment Passage Airflow – options to be discussed with Projects team. 	
4.4	Gardens & Irrigation	
4.4.1	Village Gardens	
	 JM reported that the main avenue trees, recently topped, were a vast 	
	improvement. SF confirmed that the trees along the M3 would be done	
	next.	
	JB requested that extra paving be placed on the pathway in Starke and	
	Barn Roads.	
	 Whitecliffs have made improvements regarding attention to garden 	
	maintenance. Jean van Rhyn to meet up with Markus once a month.	
4.4.2	Irrigation	
	 It was noted that the water feed/pressure to the Apartments, Starke Rd, 	
	Firgrove Rd and Barn Rd has improved.	
	 Continuous work will be done by C.I.S (Cape Irrigation Systems) to further 	
	improve the system.	
	 A meeting had been set up with all parties to identify and resolve the 	
	issues.	
4.5	Security	
	It was noted that:	
	The attentiveness and sense of urgency of the guards needed to be	
	addressed.	
	JM noted that the staff compliment at night needed to be re-assessed and	
	that one guard at the Guard House was insufficient.	
4.6	Catering, Events & Entertainment	
4.6.1	JM reported that there was a balance of R9,073.17 in CE&E funds.	

4.6.2	Kitchen Stock & Equipment	
	It was noted that the new kitchen layout and installation of industrial	
	appliances was in progress to enhance service and preparation. To this	
	end:	
	 a new gulley/waste had been installed; and 	
	 the new dishwasher/scullery area would be fitted by the end of May 	
4.6.3	Events & Entertainment	





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APPROVED AND SIGNED AT CAPE TOWN ON 2021 CHAIRMAN

As there was no further business to discuss the meeting closed at 17h30.