

**MINUTES OF THE EVERGREEN VILLAGE MUIZENBERG RESCOM MEETING  
HELD ON THURSDAY, 27<sup>th</sup> February 2025 AT 14:00 IN THE BOARDROOM**

<b>PRESENT</b>		
<b>HT</b>	<b>HUGH TILL</b>	<b>CHAIRPERSON</b>
		<b>FINANCE</b>
<b>JH</b>	<b>JOHN HIGGS</b>	<b>VICE-CHAIRPERSON</b>
		<b>MAINTENANCE/SECURITY</b>
<b>ES</b>	<b>ERICA SHEARER</b>	<b>SECRETARY/HEALTH</b>
<b>TJ</b>	<b>TONI JOUBERT</b>	<b>GARDENS</b>
<b>PS</b>	<b>PAUL SELBY</b>	<b>CATERING</b>
<b>CD</b>	<b>CHRISTINE DEMPERS</b>	<b>VILLAGE MANAGER</b>
<b>KW</b>	<b>KIM WHITWORTH</b>	<b>ASST VILLAGE MANAGER</b>
	<b>APOLOGIES</b>	
<b>JM</b>	<b>JENNA MONK</b>	<b>EVENTS AND ACTIVITIES</b>
<b>ITEM</b>	<b>NARRATIVE</b>	<b>ACTION</b>
<b>1.</b>	<b>WELCOME AND APOLOGIES</b> The chairman welcomed all present Apologies from Jenna Monk, in stepdown after a knee replacement operation. We wish her a speedy recovery.	
<b>2.</b>	<b>APPROVAL OF MINUTES</b> Minutes of the meeting held on the 16 <sup>th</sup> of January 2025 were proposed by JH and seconded by PS.	
<b>3.</b>	<b>MATTERS ARISING FROM PREVIOUS MEETING</b> Matters arising would be dealt with under the agenda headings.	
<b>4.</b>	<b>REPORT BACK ON MANCOM MEETING HELD ON 11<sup>TH</sup> February 2025</b> Changes in management: <ul style="list-style-type: none"> <li>- We were introduced to our new village manager, Riaan Gouws, who will take over from CD whose last day will be the 17<sup>th</sup> April 2025. He will have overall managerial responsibility for Muizenberg, Bergvliet and Diep River villages and will be at Muizenberg two days a week.</li> <li>- We were also introduced to Yvette Olivier the new financial manager for Evergreen Lifestyle Villages and Evergreen Health.</li> <li>- Other Evergreen Villages appointments with oversight of all Evergreen villages are Facilities Manager Evergreen: Ian Lombard; and Security: Rob du Plooy.</li> </ul>	

	<p>In time, the appointment of Landscaping Manager would be considered as would an Electricity Supply Manager</p> <p>Catering:</p> <ul style="list-style-type: none"> <li>- Servest will be given every opportunity and support to provide an acceptable level of food and service. All the requested and required equipment has or is being provided to ensure that they can provide. Failing that an alternate supplier will be appointed.</li> </ul> <p>Staff movements:</p> <ul style="list-style-type: none"> <li>- There has been much unhappiness among residents at the transfer of Tyrell to Noordhoek. It was explained to us that Evergreen Management acknowledges the strength and potential in the duty manages in the villages and to develop them and give them broader experience with view to future promotion they are moved from time to time within the Evergreen villages.</li> </ul> <p>Budget for Financial Year End February 2026. The budget was discussed the key points are:</p> <ul style="list-style-type: none"> <li>- Levy increase of 5.1% on average</li> <li>- The Developer Levy Subsidy has fallen away</li> <li>- Overall increase in income is 1.4%</li> <li>- Overall increase in expenses is 6.7%</li> </ul> <p>This includes:</p> <ul style="list-style-type: none"> <li>- 9.7% increase in Salaries</li> <li>- 27.7% increase in Village maintenance</li> <li>- 14.5% increase in Security</li> <li>- 14.1% increase in Garden maintenance</li> <li>- 13.3% increase in common property utilities</li> <li>- Salaries for the general workers i.e. the lowest paid was increased by 10% those of the highest paid only by 5%.</li> </ul> <p>Savings were made on:</p> <ul style="list-style-type: none"> <li>- Catering</li> <li>- Generator costs</li> <li>- Depreciation (non-cash item)</li> </ul> <p>Resulting in a modest surplus of R268,000. It is a very tight but do-able budget that will set the village up for a healthy financial future. With the removal of the subsidy from next year any surplus will be ring-fenced for the village in the following year.</p> <p>HT suggested that it might be a good time to revisit the change of levy increase from September to March.</p>	
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5.	<p><b>FINANCE AND STATISTICS</b></p> <ul style="list-style-type: none"> <li>- The Village Financial Statement of accounts for December 2024 had been received. With a stable income of R1,175,182 and expenditure of R1,193,366 giving a small deficit of R18,184. The year-to-date surplus being R803,415.</li> <li>- Salaries for the month were R165,000 above the monthly average due to increases granted from September were accumulated and paid out in December.</li> <li>- The increases were awarded on a sliding scale with the lowest paid receiving 10% up to the highest receiving 5%.</li> <li>- Municipal utilities were R94,000 below average as the municipality did not include a water and sewerage charge for the month, this will be corrected no doubt next month.</li> </ul> <p>The balance of our village Resident's Fund is R8,500 as of 27<sup>th</sup> February (see accounts as submitted).</p> <p>Village Statistics:</p> <ul style="list-style-type: none"> <li>- There remain 8 unoccupied houses and 15 apartments some of which are sold and waiting on occupation.</li> <li>- We have a total of 302 residents in the village of which 197 are women and 105 men with average ages of 81 and 82 years respectively.</li> </ul>	
6.	<p><b>REPAIRS/MAINTENANCE AND VILLAGE IMPROVEMENT</b></p> <ul style="list-style-type: none"> <li>- Renovations at Muizenberg village are due to start in March. They will begin with the painting of the perimeter wall and the external waterproofing and painting of the apartment block, moving to the internal waterproofing within the apartment block.</li> <li>- The waterproofing of the apartments that needs to be done will be carried out at the same time as the waterproofing of the apartment block.</li> <li>- This is a major operation, and we will have a building crew within the village for about three to four months. It is anticipated that scaffolding will have to be erected as a cherry picker is not suitable for a job of this size. This will be an inconvenience but will be worth it in the end.</li> <li>- This will be followed by the upgrading and redecorating of the lifestyle centre. All to be completed by August. Our new manager has a clear vision of how he would like the lifestyle centre to look, and he will drive the process</li> <li>- It has been noted that many residents and visitors to the village do not adhere to the speed limit or obey the stop signs. At some intersections where there is a stop sign there is no road markings. The stop signs in the village will be undertaken by staff in the interim.</li> </ul>	

	<ul style="list-style-type: none"> <li>- CD reported that they have received a quote for R 89,000 for the repainting of the parking bays and road markings in the basement.</li> <li>- A delivery truck bashed into the village main gate and the gate motor will be replaced shortly.</li> <li>- Replaced the six streetlights that were not functioning after the heavy storms.</li> <li>- Water from the sump is causing a build-up of silt in the pipes that needs to be cleared. City of Cape Town has been requested to do this or Evergreen will have to get them cleared before the rains come.</li> <li>- Awning to cover the staff entrance will be installed to keep the weather out during the rainy season.</li> <li>- The latte fence to hide the Jojo tanks is being installed and will be extended next to the boardwalk.</li> </ul>	
<b>7.</b>	<b>GARDENS &amp; IRRIGATION</b> <ul style="list-style-type: none"> <li>- The irrigation system which has been a problem for a long time is now back in partial operation. There are plans to connect phase 1 and 2 to the village irrigation system, including the areas outside the boundary on Sunrise Boulevard and St Georges Street which will happen after the completion of the renovations.</li> <li>- It was noted that a leak still had not been resolved between units 70 &amp; 71.</li> <li>- There is a dispute over whose responsibility it is to check the sprinklers. CD would revert after investigation.</li> <li>- The budget for next year allows for an extra gardener who will commence on 01 March.</li> <li>- The latte fence around the Jojo tanks has commenced and it will make a difference to the general view of the boardwalk. CD to arrange the purchase of creepers to soften the area.</li> </ul>	
<b>8.</b>	<b>Security</b> <ul style="list-style-type: none"> <li>- The day supervisor Frank Williams has been replaced by the current night supervisor, M Langatyi and the night supervisor has been replaced.</li> <li>- The sign-in system used to record the movement of visitors, staff and carers is being reviewed to include contractors, which will help during the upcoming renovations.</li> <li>- CD reported that the next section of the electric fence is being replaced due to corrosion from the sea air.</li> </ul>	
<b>9.</b>	<b>Catering</b> <p>PS reported that the quality of the food has improved, however there is still much room for additional improvement.</p>	

	<b>Concerns</b> <ul style="list-style-type: none"> <li>- Friday's fish and chips served ice cold and badly cooked.</li> <li>- Sunday lunch beef has been tough with insufficient gravy.</li> <li>- Vegetarian meals although tasty, need larger portion size.</li> <li>- The food served is not always what is described on the menu.</li> <li>- The temperature of the plates and food, is often cold</li> <li>- Service at afternoon tea has improved.</li> </ul>	
<b>10.</b>	<b>Events and Entertainment (See attached schedule)</b> <ul style="list-style-type: none"> <li>- March / April: Wine tastings – Arabella and Darling Wines respectively</li> <li>- Pub Night: A “Bring Your Own” (BYO) trial has proved popular in January as it will allow attendees to bring their own beverages, including whisky, brandy and gin.</li> <li>- The Tech Talk on AI was well received and a follow-up is planned for March with more about what Apps are available.</li> <li>- U3A are running a Computer Workshop every month on zoom that we will have access to. CD will choose topics for people who are interested.</li> </ul>	
<b>11.</b>	<b>HEALTH</b> <ul style="list-style-type: none"> <li>- It was noted that Dr. Guin Lourens resigned from EH and will be returning to lecture and do research at the University of Stellenbosch.</li> <li>- A discussion was held about residents who were recovering in hospital and who were being admitted to the Evergreen Heath Sub-Acute and Stepdown. Comments were positive.</li> <li>- It was noted that when the residents press the emergency Red Button, the response will be from Telecare, who in the event of an emergency, will call an ambulance in the first instance. Residents should not depend on the Duty Manager or the Frail Care Centre's Sister to answer the emergency call button.</li> <li>- Any help from the care centre depends purely on their availability and should any treatment be administered; it will be charged to resident. A circular was recently distributed in this regard.</li> </ul>	
<b>12.</b>	<b>GENERAL</b> <ul style="list-style-type: none"> <li>- It has been reported by several residents and confirmed by a member of Rescom that there is a problem with cockroaches on the third floor of the apartment block. CD responded that the village provides rodent and cockroach traps and poison for the houses (common area) and apartment block. These are serviced monthly. If any resident wants their unit inspected and treated, this can be arranged at the resident's expense, cost approx. R350 - R500 per unit. The pests most likely enter the village in the many ways, including deliveries that arrive daily from online shopping.</li> </ul>	

	<ul style="list-style-type: none"> <li>- A newsletter from the library was received and this will be distributed to all residents as it is of general interest. Thanks to Lydia and Ursula for their hard work.</li> <li>- Two letters were received from Margaret Ferguson A26 were noted and her concerns acknowledged.</li> <li>- Screens should be put up for the Bingo afternoon to allow residents having tea as well playing cards to also enjoy the space. .</li> </ul>	
<b>13.</b>	<b>Closure of Meeting</b> There being no further business the meeting closed at 04:38 pm.	
	<b>Date of next Rescom Meeting</b> The next Rescom meeting will be held on the 27 <sup>th</sup> March 2025 at 2:00 pm.	

APPROVED AND SIGNED AT CAPE TOWN ON \_\_\_\_\_  
2025.

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**CHAIRPERSON**