BIZ AFRIKA 1710 T/A BRIGADOON HOME OWNERS ASSOCIATION

Reg No: 2002/009587/08

MINUTES OF THE ANNUAL GENERAL MEETING
THAT WAS HELD ON
SATURDAY, 26 NOVEMBER 2022 AT 10:00
AT THE CONFERENCE ROOM, WIGWAM HOTEL, REX ROAD, RUSTENBURG

PRESENT:

BD004A	:	Demoscon CC
BD008A	:	Chrocorp (Pty) Ltd
BD0013B	:	ON & LBT Mataboge
BD018B	:	A & B Nowell
BD019B	:	AJ & CM Botha
BD020	:	R P Bingle
BD029A	:	GM Mogamisi
BD045	:	G Mee
BD047	:	Gerhard Vermaak Familie Trust
BD048A	:	MJM Segaole
BD049B	:	K Tolo
BD051B	:	ST & LT Mokhele
BD059B	:	L & SI Richardson
BD071	:	Harnick Developments CC
BD076	:	TD Long
BD077B	:	CS & AM Cilliers
BD079	:	JI Britten
BD080C	:	MC Moalusi
BD093A	:	Stenwill Trust
BD111	:	R P Bingle
BD112	:	Stenwill Trust
BD116A	:	CG Stylianou
BD120B	:	CA Venter
BD130A	:	IJ & CA Delport
BD140B	:	ZP & B Mulaudzi
BD143A	:	JA Richter
BD147	:	W & H Sharpe
BD149C	:	J Parsons & L Landman-Parsons

R Von Wielligh	-	Principal, Von Wielligh Property Management
M Bester	-	Property Manager, Von Wielligh Property Management
N Fairbank	-	Partner to Mr Z Engelbrecht – Wigwam Development

Apologies and Proxies received:

BD022A	:	JF Dos Santos	Proxy ifo R Bingle
BD052B	:	R & MP Etsebeth	Proxy ifo C Cilliers
BD056B	:	B Van Aswegen	Proxy ifo N Fairbank

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1. **Welcoming:**
   The Chairperson (Mr R Bingle) opened the meeting and welcomed everybody present to the 16th Annual General Meeting.

2. **Establishment of Quorum:**
   The Owners present together with proxies totalled **THIRTY-ONE (31)** which constituted a quorum and met the requirements of the meeting to commence and for decision-making to be legal and binding.

3. Approval of Minutes of Previous Meeting:

The minutes of the Annual General Meeting held on **27 November 2021** were tabled. The minutes were accepted as a true and correct reflection of proceedings and was subsequently signed, with no matter arising.

4. Chairperson's Integrated Report:

Mr R Bingle (Chairperson) delivered the Integrated Report to the meeting with supporting documentation and slides:

4.1 Acknowledgements:

- **Trustees:**
  It has been a privilege to lead through a remarkable period of change. You have given your time and advice generously in an endeavour to achieve the goal we set for ourselves. Through diverse expertise and extensive experience, we have been able to lay a solid foundation for work to continue on several fronts. Collectively, you can be immensely proud of the successes achieved.

- **Wigwam Development**:
  Matters of mutual interest will always be sensitive, especially if two parties are miles apart. The readiness of the top structure to engage in these matters is very reassuring. We all know the importance of trust in this kind of engagement and remain positive about a trustworthy outcome.

- **Von Wielligh Property Management**:
  The ***VPM Team*** has never failed us to adapt to all kinds of influences and their attentiveness showed towards balancing ***Brigadoon's*** requirements has been top-notch.

- **Homeowners**:
  Thank you for entrusting the committee with the leadership of ***Brigadoon***. We are not perfect in every way, but certainly keen to serve!

4.2 Key Elements:

Information on the following issues was conveyed to owners:

4.2.1 Security:

i-Protect Security Guarding Service is the new security service provider. The structures have basically remained the same par from one extra dog patroller for the perimeter areas.

A further enhancement to the main gate area, which is the only point of entry to the Estate as well as the Retirement Village, is that all the roller shutter doors have now been motorised. This enables swift security response for people arriving late at night.

Additional high mast lighting has been installed at the main entrance to ensure increased visibility for risk scenarios.

A solar system was installed for the main entrance area and offices to ensure access control remains effective. Roller shutter doors, access booms, fibre network, cameras, perimeter beams, and lights all function through power failure/load shedding.

There is a central monitoring control room for cameras, perimeter beams, and the electric fence, which is manned 24/7.

An investigation is underway to establish if one of the boreholes can be connected to the solar system to ameliorate the negative impact that load shedding has on the water pumping capacity.

4.2.2 Infrastructure:

Roads:
With the volume of residential construction work underway, there is a concern that Estate road repairs would have to be undertaken shortly. Provision is being made by way of a reserve fund.

Power supply:
No further upgrades are required for the 42 vacant stands.

Water Supply:
Water is supplied from Boreholes and the Spring. There is a shortfall of water storage capacity and often on hot summer days, the Estate experience water pressure problems which are very frustrating. The Chairperson explained that the HOA will pursue two options early in the new year. The first option is for the Estate to construct a dedicated 330 KL reservoir storage facility and the second option is to install a direct take-off from the bottom reservoirs thus eliminating double handling of water supply to reservoirs that are undersized for peak demand periods.

Sewerage:
The Chairperson confirmed that there is a contract with *Techroveer OEM* for the maintenance, operation, and performance management of the Sewerage Treatment Plant. The plant is fully aligned with DWARF requirements.

It is estimated that there is 60 Kl/day inflow that can be utilised to irrigate the green belt areas. Further investigation will be required to decide on the most economical way to harvest greywater.

It must be noted that this is an unattended plant and hence mechanical and electrical equipment needs to be kept in good working order

Communication:
Fibre is reticulated throughout the *Estate*. The server room is connected to solar hence no internet interruption during load shedding periods.

4.2.3 Environment:
There was minimum civil disturbance reported since the last Annual General Meeting.

Waste Removal is scheduled for 3 times per week.

Currently, noise levels are elevated due to construction work in the Estate, however, this is temporary and will return to normal within a year.

There is a keen interest in the establishment of a green belt area where individuals can restore energy levels and experience an improved lifestyle.

4.3 Development Plan:

To date, **92** houses have been built in ***Brigadoon***, with **14** having been completed in 2022. A total of **12** are currently under construction, with a total of **42** vacant stands, **12** of which are golf course facing, and **8** on the western perimeter. Four stands have been consolidated. At present, the minimum asking price for a vacant stand is **R650 000**, and the ones on the western side and the golf course facing comes with a premium.

4.3.1 New build focus:
Owners are reminded of the ***Brigadoon*** website where one can follow the rules and regulations that are binding. The aim is to preserve a certain lifestyle and ensure we can all live in harmony.

Also, very important are:

Owner's building deposits which are payable prior to construction commencing. **R8 000** of the **R15 000** is refundable on completion of the new build should no damage be done to the infrastructure

No unauthorised entry signs must be posted on a site where construction work has commenced.

Stacking materials need some focus and must not pose any risk to children who might play on the building sites.

Elevated noise levels are a given as a result of the amount of construction work underway. However, this is only temporary.

Traffic interference will be ongoing until construction work slows down.

4.3.2 Cautionary on Servitude Property:

Owners are cautioned that there is a right of access servitude registered over the property, for essential services.

Failures of the power cable and main water supply lines are not common, but a significant amount of trenching is required when repairs need to be carried out.

Refrain from overgrowing water isolating vales, fibre manholes, and sewerage manholes with foliage/plants.

Trimming of trees Is required on odd occasions, to allow safe passage of goods vehicles, etc.

4.3.3 *"Operation Clean-Up initiative":*

The Chairperson appealed to everyone (Owners, Tenants, Building Contractors, and Developers) to assist in the drive to reinstate an orderly environment.

The general appearance is untidy and badly organised when driving through the Estate.

The managing agent ***VPM*** has sent letters to those responsible for dumping building rubble to clean up before builders break on 15 December 2022.

There has been some progress to date and would like to take the opportunity to thank those who already co-operated in the clean-up exercise.

4.3.4 Intervention – Bee Colony:

Since bees can become aggressive and uncontrollable, they must be removed from inconvenient spots such as manholes/cavities at ground level. Only trained and registered persons may relocate beehives.

Interestingly though is that bees will build a nest inside a manhole only if they can find an opening on the lid and adequate spacing on the inside, hence the practice to plug all lid openings or to fill the manholes with empty plastic bottles.

4.3.5 Water Reticulation:

Plans are already advanced for the construction of additional water reservoirs and to increase the storage capacity of water in order to relieve the pressure of the current water reticulation system.

4.3.6 Finances:

The Chairperson informed the meeting that the financial position has improved significantly compared to the previous year

On the radar is a few projects for 2023 that will enhance *Estate Living*:

- Upgrade of camera license and control room software.
- Decommission the electric fence and replace it with surveillance cameras on the Western side of the *Estate*
- Re-installation of Perimeter Lamp Posts.
- Reserve funds for unplanned work.
- Access control for contractors (shared expense with *Wigwam Development*).
- Procurement of a tractor and slasher to cut the grass in green belt areas (shared expense with *Wigwam Development*).
- Clear water pressure pump at bottom receiving reservoirs, to overcome low water pressure during peak demand periods or during extended power interruptions.

The proposed budget for the ensuing year took all the above into consideration and an R90 per month increase on the levy will secure adequate funding to tick the entire list. The members present approved the budget and the increase with effect from **1 March 2023**.

4.3.7 Green Belt Area:

The establishment of a green belt area common to ***Brigadoon*** and *Wigwam* is underway.

As an initial step, there will be some level of focus to retain a scaled-down 9-hole golf course and construct the necessary pathways within the area for those people who wish to walk their dogs or jog, etc.

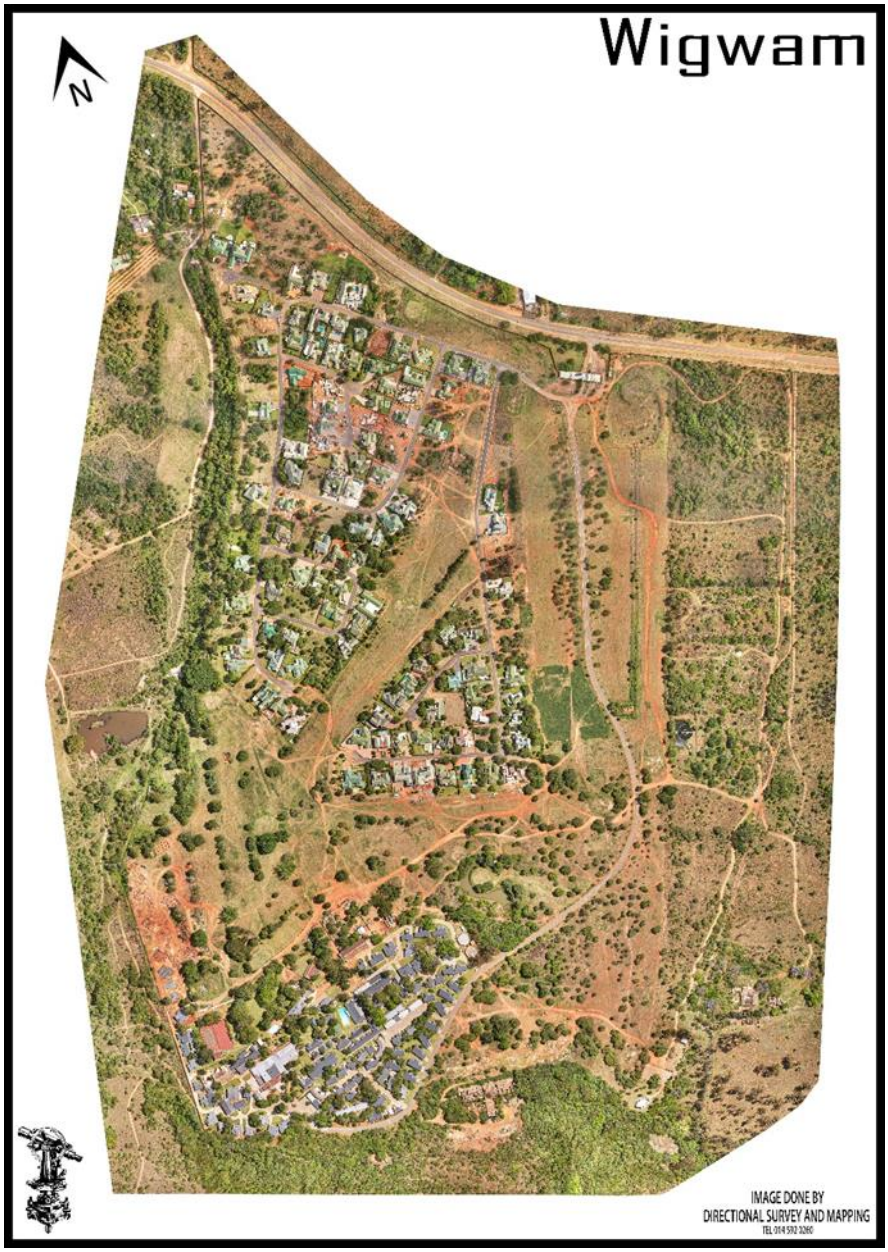
Important to note that the original development plan of ***Brigadoon*** shows 8 entry points onto the golf course area that need to be surveyed and cleared for use.

The upkeep and future decision-making will be a 50/50 joint venture.

To provide a welcoming environment for all, especially taking into consideration the distances covered, it will be advisable to construct additional toilet facilities down at the main entrance area.

It also makes sense to construct a small Clubhouse away from the Retirement Village to cater to a much younger generation of people. The Clubhouse can be serviced from *Wigwam*.

Below is an aerial photo that was used to explain and show the area under discussion:



The Chairman requested some feedback on progress to date and a snapshot of how the Developers see the final product of *Wigwam Lifestyle*.

Mr Nic Fairbank (Partner to Mr Z Engelbrecht) presented the *Integrated Report* to the meeting:

5. <u>*Wigwam Lifestyle* Integrated Report</u>:

5.1 <u>Current State of Affairs</u>:
It was confirmed that **phases 1 to 4** have been finalised. These consists of **145 units** and **studios**, with either one, two, or three bedrooms. There is also a **frail care centre**.

At present, there are **202** residents with an average age of **72** years old. The youngest resident is **53**, and the oldest **96** years old.

5.2 <u>Services Offered</u>:
Activities and amenities at *Wigwam Lifestyle Estate* include the following:

- ***Sports*** facilities include swimming pools, a squash and tennis court, a bowling area as well as jukskei tracks.

- ***Medical*** services include frail care and dementia care, home care, Ampath and Lancet, Arrie Nel Pharmacy, physiotherapist, occupational therapist, hearing aid care and the services of a reflexologist. There is also an Alzheimer support group.
- ***Grooming*** services include a hair salon, access to manicures and pedicures, and a beauty salon.
- ***Exercise*** is catered for with line dancing, chair exercises as well as access to a gym.
- ***Hobbies*** and ***religion*** are taken care of with art classes as well as bible study groups. There is a church on the premises.
- The ***restaurant shop*** offers catering and access to other consumables.

5.3 Green Belt Area:

50/50 Joint venture between *Wigwam Lifestyle* and ***Brigadoon***. A mountain bike trail is also on the radar.

5.4 Reservoirs:

A suitable area has been prepared and compacted for the construction of a 110 KL reservoir. The installation is scheduled to commence early in the new year.

5.5 Future Development:

The proposed final vision for the development was explained using the map below. Obviously, there lies a long road ahead in terms of applications, infrastructure, public participation etc.

See map with proposed future developments below:



6. Consider Annual Financial Statements:

The meeting approved and accepted the audited financial statements for the year ending **28 February 2022.**

7. Budget for the ensuing financial year:

The proposed budget for the ensuing year was approved. Monthly levies to increase with **R90.00** with effect from **1 March 2023**.

8. Appointment of Auditors:

The meeting authorised that ***DE Van Staden Auditors*** may be appointed as auditors for the ensuing financial year.

9. Directors:

9.1 Election of Director:

Following the resignation of Mr L Cussons, ***Mr O Mataboge*** was elected as Director to fill the vacancy on the Board of Directors.

10. General Matters:

10.1 Nuisance

- ***Pets*** – barking dogs and dogs that freely roam the Estate without supervision have become a problem. One Owner explained how she was chased by a free-roaming dog. Such an incident deprives the owner of the privilege to enjoy their place of residence and immediate surroundings.

  VPM was instructed to apply some form of rule.

- ***Late-night elevated Noise levels*** – ***VPM*** *was* once again requested to apply the applicable rules pertaining to these types of offences

10.2 *Vodacom* tower:

The *Vodacom* tower is not yet fully operational, resulting in communications (signals) remaining poor and problematic.

10.3 Green belt areas:

There was a request not to unnecessarily traverse the green belt areas with vehicles and rather follow a route that will be demarcated.

10.4 Closing date for builders' activities:

VPM to circulate a communiqué to all owners, advising of the closing date for all building activities in the Estate over the festive period.

11. Adjournment:

With no further matters for discussion, the meeting adjourned.

Signed at RUSTENBURG on this _____ day of _____ 20___.

CHAIRPERSON **MANAGING AGENT**