Professional Body Corporate Management : Brigadoon Estate

Special General Meeting

Minutes of the Special General Meeting of Brigadoon HOA held on 20 June 2026 at 10h00 at the Wigwam Community Hall.

Minutes

1. Welcome

U. Baumgarten welcomed all attendees at the meeting.

2. Attendance

2.1. Confirmation of Proxies Received

A total of 13 proxies were received.

2.2. Determination of Quorum

A total number of 46 owners attended the Special General Meeting - see attendance register attached as Annexure A.

A quorum was reached and the meeting could proceed.

3. Purpose of the Meeting

As documented in the minutes, the purpose of the Special General Meeting was to present material issues affecting Brigadoon to the owners that could not reasonably wait until the Annual General Meeting, and to obtain a clear mandate on how to proceed.

4. Points for discussion

4.1. Water supply

N. Claassen informed the owners that since January 2026, water usage charges have not been paid over to Wigwam Property Fund but are being held in a separate bank account. This action is pending an investigation into the legal basis of the water supply and charging structure, with a commitment to present the investigation's findings to all owners upon conclusion.

The following **resolutions** are proposed for consideration by the members of Brigadoon HOA for the purpose of providing guidance and a negotiating mandate to the Trustees/Directors in relation to the ongoing discussions concerning the regularisation of water and sewerage services, the protection of Brigadoon's long-term water interests, the establishment and operation of the Wigwam Township HOA NPC, and the transfer, management and preservation of certain infrastructure properties, parklands and open spaces within Wigwam Township.

See Attached Annexure B for proposed resolutions.

On the Water Supply and Sewerage Issue, the following interdependent resolutions are proposed, it being recorded that the implementation of the first resolution is expressly subject to the adoption and implementation of the second resolution.

Owners approved resolutions as proposed.

4.2. Tax position of Brigadoon HOA

C. Henderson (from DVS Auditors) and R. Janse van Rensburg (owner at Brigadoon HOA) presented feedback on the tax position of Brigadoon HOA. (See attached Annexure C).

As a Homeowners Association (HOA), Brigadoon is partially exempt from income tax under section 10(1)(e) of the Income Tax Act. Levy income and recoveries are fully exempt, while other income is exempt up to R50,000 per year.

Historically, the HOA failed to submit income tax returns or pay income tax, despite auditor reports. This led to a qualified opinion in the 2024 financial statements and the subsequent dismissal of the auditor.

Financial statements from 2015 to 2025 were redrafted to account for tax liabilities and approved by the Directors on 12 May 2026.

Following the redrafting and approval of those financial statements, the association submitted all outstanding tax returns for the 2015–2025 period. This resulted in a payment of R376,887 to SARS on 20 May 2026, and a tax clearance certificate was subsequently issued on 17 June 2026.

4.3. Loan item reflected in the 2025 financial statements

C. Henderson also provided feedback on the loan item reflected in the 2025 financial statements. (See attached Annexure C).

He informed owners that the 2025 financial statements reflected an unsecured, interest-free loan receivable from the Wigwam Hotel amounting to R818 352, for which no repayment terms or signed agreements exist. The balance originated from expenses the HOA paid on behalf of the developer; it was reclassified from "current liabilities" to "non-current assets" in 2016 to comply with accounting standards.

While the recoverability is unconfirmed, the balance has been presented at annual general meetings attended by the developer and/or his representative(s).

Correspondence indicated that the R818,352 balance originated from shared costs which, despite the intent for a 50/50 split, were ultimately paid in full by the HOA.

4.4. Green ares / Parks / Common property

N. Claassen addressed the current position regarding green areas, parklands, and other communal infrastructure within the greater Wigwam Estate. (See attached Annexure B (Resolutions).

He informed owners that subject to the establishment and commencement of operations of the Wigwam Townships HOA NPC and the conclusion of such agreements and approvals as may be required, Brigadoon HOA supports the transfer to the Wigwam Township HOA NPC of all infrastructure properties and open spaces intended to serve the broader Wigwam Township community, namely:

- Erf 151, being an infrastructure erf;
- Erf 153, being the erf upon which the main entrance gate and access control infrastructure to Wigwam Township are situated;
- Erf 156, being an open space situated to the west of Brigadoon;

The sections, common property and associated infrastructure comprising; the water reservoirs, boreholes, sewerage treatment plant and related installations situated within SS480/2017, together with all associated servitudes, pipelines, cables and ancillary infrastructure.

It is further noted that the remaining extent of Erf 152, previously intended for golf course purposes and presently regarded as parklands and open spaces upon which no further development is contemplated, should similarly be preserved for the benefit of the broader Wigwam Township community.

Owners present approved the proposed resolution and Directors are authorized to negotiate and finalize the terms and conditions applicable to such transfers and agreements; subject to any further approval required by the members of Brigadoon HOA should there be major changes to the above stipulations.

4.5. Amended Conduct Rules

The following proposed Conduct Rules were mailed to all owners on the 11th of June 2026 pending final approval by owners on the Special General Meeting:

- Conduct Rules & Protocols;
- Contractors Code of Conduct;
- Architectural Guidelines and Regulations.

Owners present approved all proposed Conduct Rules, Contractors Code of Conduct and Architectural Guidelines.

5. Closing of Meeting

No further discussions followed and the meeting was closed and adjourned at 11h50.

Signed at _____ on the _____ day of _____

Full name _____ Signature _____