

LLANDUDNO NEWS

- AGM Info

All documentation is available on
www.llandudno.org.za



LLANDUDNO SRA NOTICE OF ANNUAL GENERAL MEETING 14 NOVEMBER 19h00 SCHOOL HALL



Llandudno Special Rating Area NPC
2014/179104/08

Notice Annual General Meeting (AGM)

The Llandudno Special Rating Area (Llandudno SRA) will be hosting an AGM. All stakeholders are invited to a review of the year's activities, approval of the extension of the CID term and planning for 2019/20.

Date: 14 November 2018
Time: 19h00
Venue: Llandudno Primary School Hall,
Gully Road, Llandudno

Resolutions presented at the AGM can only be voted on by bona fide members of the Llandudno SRA. This membership is available free of charge to all owners of property within the Llandudno SRA footprint, but they must be registered before 01 November 2018.

For further information, documentation and how to register go to:
Web - www.llandudno.org.za
Email - admin@llandudno.org.za
Cell - 082 972 1110.

ABC123-DB121018



Llandudno Special Rating Area NPC
2014/179104/08

Kennisgewing van Algemene Jaarvergadering

Die Llandudno Special Rating Area NPC (Llandudno SRA) hou sy Algemene jaarvergadering (AJV). Alle belanghebbende persone word genooi na 'n oorsig van die jaar se bedrywighede, die verlenging van die termyn van die SRA en beplanning vir 2018/19.

Datum: 14 November 2018
Tyd: 19:00
Plek: Llandudno Laerskool Skoolsaal,
Gullyweg, Llandudno

Slegs bona fide-lede van die Llandudno SRA kan stem by 'n AJV. Alle eienaars van eiendom wat binne die Llandudno SRA grense val, kan lede word sonder enige koste daaraan verbonde, maar moet registreer voor 1 November 2018.

Vir meer besonderhede oor registrasie en AJV dokumentasie gaan na www.llandudno.org.za stuur 'n epos aan sra@llandudno.org.za of skakel 082 972 1110

ABC123-DB121018

2018 AGM AGENDA



ANNUAL GENERAL MEETING
19h00 on 14 November 2018
Llandudno Primary school hall, Gully Road, Llandudno

Llandudno Special Rating Area NPC
Registration no. 2014/179104/08 ("Llandudno SRA")

AGENDA

1. Registration
2. Welcome & Apologies
 - 2.1 Membership
 - 2.2 Quorum to constitute a meeting
 - 2.3 Proxies
3. Minutes of the previous AGM Minutes
4. Chairperson's Report
5. Feedback on SRA's operations 2017-2018
6. Adoption of the Business Plan & Implementation Plan 2020-2024
7. Adoption of the Audited Financial Statements 2017-2018
8. Adoption of the Budget 2018-2019
9. Adoption of the 5 year Budget 2020-2024
10. Re-Appointment of Auditors
11. Re- Appointment of Company secretary
12. Election of Board Members retiring by rotation
13. General / Q & A

NOTES

- All property owners are invited to attend, however, only owners registered as members of the company may vote.
- No member who is in arrears with payment of the additional rate for more than 60 (sixty) days, shall be entitled to vote at a members' meeting for so long as he is so in arrears - except if the member can prove that he is in a dispute or has entered into an appropriate payment arrangement with the City.
- Owners wishing to apply for membership should do so via the website or by email. New membership applications should be received by 31 October 2018 (two weeks before AGM) to be approved and accepted at a meeting of the Board of directors of the Llandudno SRA.
- Any member may appoint a Proxy to attend the meeting on his/her behalf. Forms of Proxy may be downloaded from the website or requested by email. The proxy form must be delivered at the offices of the Company no less than 24 hours prior to the advertised time of the start of the meeting, failing which it shall not be deemed to be valid.
- A least 1/3 (one third) of the directors shall resign every year at the AGM, but shall be eligible for re-election. Directors serve a term of 3 years. Forms for nomination of directors may be downloaded from the website or be requested by email.
- Enquiries should be addressed as far in advance as possible, by email as above or by letter to the registered office of the company.

DOCUMENTATION

The following documentation is available on the LSRA website on <http://www.llandudno.org.za>:

- Membership list as at 21 October 2018
- Notice to members of 2018 AGM - Clippings of advertisements and CoR 36.2 form
- Draft Minutes of 2017 AGM
- Agenda 2018 AGM
- Audited 2018 Annual Financial Statements
- Implementation Plan 2020-2024
- Business Plan 2020-2024
- Budget 2020-2024
- Membership Application Forms
- List of Directors
- Nomination as Director Form
- Proxy Form
- Memorandum of Incorporation

PROXY FORM



PROXY FORM

Llandudno Special Rating Area NPC
Registration no. 2014/179104/08 ("The Company")

DETAILS OF MEMBER

I, _____ (Member's name), confirm that:

1. I am a member in good standing of the Company;
 2. I am the registered owner the property situated at _____ Erf no. _____
- OR**
3. I am duly authorised to act on behalf of the legal entity that is the registered owner the property situated at _____ Erf no. _____, which authority I confirm has been provided to the Company.

PROXY HOLDER

I hereby appoint: _____ (Name of individual)
OR
The chairman of the meeting

to act as my proxy, to attend, to speak at, to vote or abstain from voting at any and all shareholders' meetings of the Llandudno Special Rating Area NPC on my behalf from 24 hours after the delivery of this form to Llandudno Special Rating Area NPC office at 11 Apostle Road, Llandudno.

PERIOD OF PROXY

- This proxy will expire on the earliest of:
1. _____ (date);
 2. the date I deliver a notice of withdrawal of this proxy in writing to Llandudno Special Rating Area NPC office at 11 Apostle Road, Llandudno or by email to sra@llandudno.org.za
 3. the date I, or the legal entity I represent, cease to be a member.

Signed at _____ on the ___ day of _____ 20___.
SIGNATURE

SUBMISSION OF APPLICATION

Please return the completed Proxy form by email to: sra@llandudno.org.za, or deliver to the Llandudno Special Rating Area NPC office at 11 Apostle Road, Llandudno at least 24 hours before the Proxy is to become valid.

DIRECTOR NOMINATION



NOMINATION AS A DIRECTOR

Llandudno Special Rating Area NPC
Registration no. 2014/179104/08 ("The Company")

NOMINATION

- I/we, _____ (Members name/s), confirm that:
1. I am/We are member/s in good standing of the Company;
 2. I am/We are the registered owner/s the property/(ies) situated at _____ Erf no. _____;
- or**
3. I am/We are duly authorised to act on behalf of the legal entity that is the registered owner the property/(ies) situated at _____ Erf no. _____ which authority has been provided to the Company.

I/We hereby nominate _____ to become a director of the Company.

Signed at _____ on the ___ day of _____ 20___.
SIGNATURE

ACCEPTANCE

I, _____ hereby accept the above nomination as a director of the Company.

I am not aware of any reason why I should be disqualified from becoming a director of the Company.

FULL NAME	
IDENTITY NUMBER	
PROFESSION	
NATIONALITY	
RESIDENTIAL ADDRESS	
BUSINESS ADDRESS	
TELEPHONE (Business)	
TELEPHONE (Home)	
TELEPHONE (Cellular)	
E-MAIL	

I attach a certified copy of my ID card/document and proof of residential address not older than three months

Signed at _____ on the ___ day of _____ 20___.
SIGNATURE

SUBMISSION OF APPLICATION

Please deliver the completed form to the Llandudno Special Rating Area NPC registered office at 11 Apostle Road, Llandudno at least 72 hours before the Proxy is to become valid.

MINUTES OF THE 2017 AGM

Llandudno Special Rating Area NPC
Reg no: 2014/179104/08

www.llandudno.org.za sra@llandudno.org.za



Minutes of the Annual General Meeting
of Llandudno Special Rating Area NPC
held on 06 November 2017
at Llandudno Primary School, Llandudno.

1) Welcome & Apologies

- Kiki Bond-Smith ("MBS") welcomed those attending and noted the apologies
- Attendees: refer to attendance sheet.

1.2) Membership

- MBS explained the membership of the NPC and how the voting process will work
- She reported that 189 of the 320 properties in Llandudno were registered as members

1.3) Quorum

- A quorum requires 20% of the members being present in person or in proxy. The meeting had a quorum.

2) Chairman's Report

- MBS stipulated that the order of the agenda would change slightly to accommodate the flow of information.
- She explained how legally the SRA couldn't assist with financial relief for those needing assistance. They need to apply through the correct channels.
- She discussed the criteria required to advertise the meetings held by the SRA – these being print adverts in English and Afrikaans. In addition, the meeting was advertised on social media, on the website and through newsletters printed and emailed. The budget, AFS and agenda were all made available prior to the meeting.

3) Feedback on operations: Water & Security

- MBS welcomed the guest speaker Ryan Ravens, CEO of Accelerate CT, and a member of the City's Water Crisis Committee, who presented some of the serious water shortage issues that we face in Western Cape
- Wes Corbett ("WC") introduced the security agenda
 - WC discussed the mandate for board – subcommittees within LSEC – SRT & Technical. The need for staying within budget, as well as the scope and specifications were outlined. Private security is not part of the SRA proposal.
 - WC discussed confidentiality issues and requested that information needs to be protected
 - WC confirmed that contracts have been awarded and explained the extensive interviewing process of the potential vendors

Directors: J Authrich, ME Bond-Smith, WC Corbett, C de Ridder, W Enderby, MA MacKenzie, AH Pearce, G Wright

Llandudno Special Rating Area NPC
Reg no: 2014/179104/08

www.llandudno.org.za sra@llandudno.org.za



- WC discussed the security methodology – perimeter and green belt coverage – as well as the summary of upgrades
- WC highlighted that PPA are also able to manage riots. They may be very direct to people on the roads at night that are behaving suspiciously.
- WC stated that Omnivision will be replacing Verifier, LPRUG will be replacing it tracks as they are more technologically advanced. Hikvision have the best cameras and have been procured.
- WC explained the security schedule for implementation
- WC discussed the budget and how other neighbourhood watches were consulted with and research done prior to committing to service providers
- WC went through all operational details and highlighted that the residents first point of contact needs to be with Watchcon who will then notify all relevant parties.
- WC discussed all technical aspects including offsite monitoring, license plate recognition, long range thermal cameras, seismic sensors, security integration and infrastructure.
- WC explained how all equipment was thoroughly tested by technical support using volunteers from Llandudno Lifesavers.
- WC went through all technical details of the equipment sourced as well as the procurement process.

Security questions raised:

- Q Why don't we fence off the community? WC - It isn't affordable and has legal constraints.
- Q - Will the seismic sensors pick up animals? WC - no, only human foot steps
- Q - What is happening Sandy Bay side? WC – Activity will be picked up until the knoll and then on the other side of it again.
- Q – How do the guards in the hut know who you are? WC – it is mainly cosmetic. The community wanted a visible presence.
- Q – Is there a toilet in the hut? WC – there is a portaloos to the back of the hut. If there is private funding we can look to renovate.
- Q – Is the Sandy Bay beam still active WC – yes it is
- Q – What is the outcome to using drones WC – they are very expensive, you need a special license, there are legal issues and the wind could be prohibitive (can't operate in conditions over 35km/hour), with a lot of crime happening when windy. Drones have been used in the placement of all equipment.
- Q – Once an intruder is detected what are the action points? WC – omnivision picks up the activity – PPM respond – ADT are notified and watchcon & CCP are on standby to assist. It was noted that the community should join the Watchcon crime app. They are the filter of all crime information

Directors: J Authrich, ME Bond-Smith, WC Corbett, C de Ridder, W Enderby, MA MacKenzie, AH Pearce, G Wright



- Q – Why do we not get SMS's from ADT any more? WC – they were random and inaccurate. This was replaced with the whatsapp group controlled by the community and no longer dependent on ADT
- Q – What are the latest Llandudno crime stats? WC – non-violent & violent crimes have come down and there have been no incidents in the last 6 months. Stats from 2011 reflect an increase in crime.

4) Finance

- Alistair Pearce ("AP") presented the Annual Financial Statement for YE 30 June 2017.
- Stated a clean audit was achieved and the tax exemption status remains.
- AP mentioned the change in accounting policy and how it effects depreciation.
- AP went through the income, expenditure and assets.
- AP discussed a resolution on how to spend the surplus funds from previous year and how it could be allocated to this year's budget.
- AP presented the budget for the balance of the current 2017/18 and presented the budget for next financial year 2018/19.

5) Statutory items for approval

- Approval of the 2016 AGM minutes – motion carried
- Approval of the AFS 2016/17 – motion carried
- Approval of the 2018/19 budget – motion carried
- Approval for the use of surplus funds – motion carried
- Appointment of auditors as company secretary – motion carried
- Implementation plan and business plan – motion carried

6) Election of the board

- AP explained that a third of the board were due to retire at the meeting and had been directors for the maximum period of 3 years. Accordingly MBS, Huck Endersby ("HE") & AP had resigned but were available for re-appointment.
- Greg Wright ("GW"), & WC had been co-opted during the year and their term of office ended at the AGM but were available for re-election.
- Andrew McNulty ("AMc") & Sandi Sackstein ("SS") had been nominated for election.
- AP explained that the number of permanent board members had been set at a maximum of 8 directors.
- Jody Aufrichtig ("JA"), Carel De Ridder ("CDR"), Margie McKenzie ("MM") remained on the board of directors.
- Accordingly there were 5 spaces to be filled from the 7 people standing for re-election and nominated for appointment, consequently, a vote would be held. This would be done on the basis of one vote per member.



- AP introduced all current board members as well as the 2 new candidates put forward. Each new person stood up and fielded comments and questions from the floor.
- Voting commenced with the result being that MBS, AP, WC, HB, GW were re-elected. AMc & SS were not successful.
- The board of directors of the company following the AGM are as follows:
 - Marguerite Bond-Smith (MBS)
 - Huck Endersby (HE)
 - Alistair Pearce (AP)
 - Jody Aufrichtig (JA)
 - Carel De Ridder (CDR)
 - Margie McKenzie (MM)
 - Greg Wright (GW)
 - Wesley Corbett (WC)
- AP stated that the board did have the authority to co-opt people and he felt that it would be useful if Andrew and Sandy could attend the next board meeting for a discussion. AP mentioned that he did not, however, have the board's authority for this invitation.

7) Final Q&A

- A question was raised about fibre in Llandudno. GW responded referring to openseve as the service providers
- A concern was raised about the potential fire threats. CDR discussed the role that SanPark play and how the community should make sure that their properties are clear of any foliage that could encourage a fire jumping. Where SanParks had cleared the foliage in the past couple of years, they had not removed the debris, which posed a further fire risk.
- Speeding issues were raised and CDR suggested the all complaints are raised through the correct channels – a C3 complaint needs to be registered. JA agreed to make contact with the council about putting in speed bumps.
- A question was raised as to where the dustbins on the beach are? There are not enough there presently and there is concern regarding plastic blowing out to sea. HE said he will contact the solid waste department

Confirmed as a true extract from the Minutes

Signed

Kiki Bond Smith - Chairperson

Dated

19 January 2018

BUDGET CURRENT YEAR (2018/19)

Llandudno Special Rating Area Approved Budget 2018/19		
INCOME		
Revenue - Additional Rates	-2 748 951	88%
Other: Surplus carried forward from 2018	-377 969	12%
TOTAL INCOME	-3 126 920	100%
EXPENDITURE		
Core Business	2 013 400	64.4%
Cleansing Services	102 300	
Environmental Upgrading (Greening, recycling, etc.)	34 100	
Public Safety	1 672 000	
Public Safety - CCTV monitoring	190 000	
Social Upliftment	15 000	
Urban Maintenance	-	
Depreciation	182 300	5.8%
Repairs and Maintenance	82 500	2.6%
Interest & Redemption	-	0.0%
General Expenditure	242 753	7.8%
Auditor's remuneration	17 600	
Bank charges	3 300	
Communication	7 700	
Computer Expenses	10 000	
Contingencies / Sundries	25 000	
Insurance	40 000	
	99 053	
Meeting Expenses	6 600	
Secretarial Expenses	15 000	
Telecommunication	18 500	
Projects	13 916	0.45%
Social Upliftment	13 916	
Capital Expenditure (PPE)	510 000	16.31%
Security equipment, fencing & CCTV	510 000	
Bad Debt Provision 3%	82 051	2.6%
TOTAL EXPENDITURE	3 126 920	100.00%
(SURPLUS) / SHORTFALL		
	-	

5 YEAR BUDGET (2019/20 to 2013/24)

LLANDUDNO SPECIAL RATING AREA

Form 2

5 YEAR BUDGET AS PER BUSINESS PLAN

	2019/20	2020/21	2021/22	2022/23	2023/24
INCOME	R	R	R	R	R
Revenue - Add. Rates	-3 024 319 100.0%	-3 280 933 100.0%	-3 559 812 100.0%	-3 862 396 100.0%	-4 190 699 100.0%
Other: Specify	- 0.0%	- 0.0%	- 0.0%	- 0.0%	- 0.0%
TOTAL INCOME	-3 024 319 100.0%	-3 280 933 100.0%	-3 559 812 100.0%	-3 862 396 100.0%	-4 190 699 100.0%
EXPENDITURE	R	R	R	R	R
Core Business	2 157 069 71.3%	2 227 442 67.9%	2 351 962 66.1%	2 477 925 64.2%	2 615 676 62.4%
Cleansing services	107 814	113 625	119 750	126 204	133 006
Environmental upgrading	35 989	37 929	39 973	42 128	44 398
Law Enforcement Officers	-	-	-	-	-
Public Safety	1 682 894	1 728 248	1 821 400	1 919 574	2 023 039
Public Safety - CCTV monitoring	320 373	337 641	355 840	375 019	395 233
Social upliftment	10 000	10 000	15 000	15 000	20 000
Urban Maintenance	-	-	-	-	-
Depreciation	132 588 4.4%	161 388 4.9%	183 222 5.1%	199 800 5.2%	296 800 7.1%
Repairs & Maintenance	36 887 1.2%	38 875 1.2%	39 405 1.1%	40 009 1.0%	45 973 1.1%
Interest & Redemption	- 0.0%				
General Expenditure	607 045 20.1%	610 800 18.6%	638 428 17.9%	638 790 16.5%	396 529 9.5%
Accounting fees	-	-	-	-	-
Administration and management fees	-	-	-	-	-
Advertising costs	3 500	3 689	3 887	4 097	4 318
Auditor's remuneration	20 000	24 000	28 000	32 000	36 000
Bank charges	4 216	4 443	4 682	4 935	5 201
Communication	8 115	8 552	9 013	9 499	10 011
Computer expenses	5 270	5 554	5 853	6 168	6 501
Contingency / Sundry	10 000	10 000	15 000	15 000	15 000
Insurance	33 725	35 543	37 458	39 477	41 605
Lease Rental on equipment	459 890	453 331	465 304	454 652	201 000
Meeting expenses	5 985	6 307	6 648	7 006	7 383
Secretarial duties	32 000	33 725	35 543	37 458	39 477
Telecommunication	24 345	25 657	27 040	28 497	30 033
Capital Expenditure (PPE)	- 0.0%	144 000 4.4%	240 000 6.7%	390 000 10.1%	710 000 16.9%
CCTV Cameras	-	144 000	240 000	390 000	710 000
Bad Debt Provision 3%	90 730 3.0%	98 428 3.0%	106 794 3.0%	115 872 3.0%	125 721 3.0%
TOTAL EXPENDITURE	3 024 319 100.0%	3 280 933 100.0%	3 559 812 100.0%	3 862 396 100.0%	4 190 699 100.0%
(SURPLUS) / SHORTFALL	-0	-0	-0	-0	0
BUDGET GROWTH	10.0%	8.5%	8.5%	8.5%	8.5%
GROWTH ADD RATES	10.0%	8.5%	8.5%	8.5%	8.5%

MEMBERSHIP APPLICATION FORM –Individual Property ownership



Llandudno Special Rating Area NPC

Registration No.: 2014/179104/08

APPLICATION FOR ADMISSION OF MEMBERSHIP BY A PRIVATE INDIVIDUAL

To the Board of the Llandudno Special Rating Area NPC, I, _____
 hereby apply for admission of membership of the NPC to be entered into the NPC's Membership Register.

General Note on Information

Under the Companies Act, the Members' Register must contain the following information in respect of each member: (a) name; (b) business, residential or postal address; (c) email address (unless person has declined to provide an email address); and (d) an identifying number unique to that person (e.g. a RSA ID number).

However, the Llandudno Special Rating Area NPC will keep your unique identity number and email address provided confidential when any member or outside third party requests access to the Members' Register under the Companies Act, unless you give your written consent.

Details of Owner representing the property

Name(s): _____ Surname: _____

ID number: _____

Residential Address: _____ Postal Address: _____

Note: Where your residential address differs from your postal address, only your postal address will be recorded in the Members' Register.

Contact Details:

Home tel.: _____ Work tel.: _____

Cellular: _____ Fax: _____

Email address: _____

Notices and communication need to be addressed to the (tick appropriate box):

- The physical address
- The postal address
- The email address



Llandudno Special Rating Area NPC

Registration No.: 2014/179104/08

APPLICATION FOR ADMISSION OF MEMBERSHIP BY JURISTIC PERSON / OTHER BODY

To the Board of the Llandudno Special Rating Area NPC; _____
Insert name of Juristic Person/Other Body

hereby applies for membership and to be entered into the NPC's Membership Register.

General Note on Information

Under the Companies Act, the Members' Register must contain the following information in respect of each member: (a) name; (b) business, residential or postal address; (c) email address (unless person has declined to provide an email address); and (d) an identifying number unique to that person (e.g. in the case of a company, the company registration number or representatives ID number).

However, the Llandudno Special Rating Area NPC will keep your unique identity number and email address provided confidential when any member or outside third party requests access to the Members' Register under the Companies Act, unless you give your written consent.

Details of Juristic Person / Other Body

Name of Company/ Close Corporation/ Trust/ Sectional Title Body Corporate/ Partnership/ Other Body (circle whichever is applicable): _____

Insert name of Company

Registration no. (if any): _____

Physical Address: _____ Postal Address: _____

NOTE: Where the body's physical address differs from its postal address, only its postal address will be recorded in the Members' Register.

Website address (if any): _____

MEMBERSHIP APPLICATION FORM – Legal Entity Property ownership



Llandudno Special Rating Area NPC

Registration No.: 2014/179104/08

APPLICATION FOR ADMISSION OF MEMBERSHIP BY JURISTIC PERSON / OTHER BODY

To the Board of the Llandudno Special Rating Area NPC; _____
Insert name of Juristic Person/Other Body

hereby applies for membership and to be entered into the NPC's Membership Register.

General Note on Information

Under the Companies Act, the Members' Register must contain the following information in respect of each member: (a) name; (b) business, residential or postal address; (c) email address (unless person has declined to provide an email address); and (d) an identifying number unique to that person (e.g. in the case of a company, the company registration number or representatives ID number).

However, the Llandudno Special Rating Area NPC will keep your unique identity number and email address provided confidential when any member or outside third party requests access to the Members' Register under the Companies Act, unless you give your written consent.

Details of Juristic Person / Other Body

Name of Company/ Close Corporation/ Trust/ Sectional Title Body Corporate/ Partnership/ Other Body (circle whichever is applicable):

_____ *Insert name of Company*

Registration no. (if any): _____

Physical Address: _____ Postal Address: _____

NOTE: Where the body's physical address differs from its postal address, only its postal address will be recorded in the Members' Register.

Website address (if any): _____

Details of Representatives

Representative: _____ Designation: _____

ID number: _____

Contact Details of Representative:

Business tel.: _____ Fax: _____

Cell. No.: _____

Email address: _____

Notices and communication need to be addressed to the (tick appropriate box):

- The physical address
- The postal address
- The email address

Details of Property

The aforesaid body is the registered owner/ co-owner (strike through whichever is not applicable), of the following property located within the Llandudno Special Rating Area NPC.

Erf No.	Physical Address

Warranty by Signatory

I am the authorised signatory of the abovementioned juristic person/ body (by resolution or letter of authorisation, a copy of which is attached hereto), and warrant that I have the necessary authority to apply for membership of the Llandudno Special Rating Area NPC.

Name: _____ Surname: _____

Email address: _____

ID number: _____

Signature: _____

Signed at _____ on this the _____ day of _____ 20__

Submission of application

Please return the completed application form by email to: sra@llandudno.org.za, or deliver to the Llandudno Special Rating Area NPC office at 11 Apostle Road, Llandudno.

For office use only

When details of the Juristic person/ other Body differs from the City's property database, request a CK2 document from the applicant to verify and correct accordingly.