



## Minutes of annual general meeting

**Time:** 5:30 pm  
**Date:** Monday 28 August 2023  
**Place:** M&M Dance Academy, Sunningdale Drive, Sunningdale  
**Chair:** Patrick Gruijters  
**Minute taker:** Rholeen Jordaan

### Agenda item 1: Welcome, attendees and apologies

#### 1.1 *Chair*

Patrick Gruijters was confirmed as chair for the meeting. The Chair declared the meeting open at 5.30 pm and a quorum was present. Refer Annexure A.

#### 1.2 *Attendees*

There were 61 attendees comprising 44 members and 17 proxies.

#### 1.3 *Apologies*

Apologies noted for members Coates, Vos, Rowbottom and Andrews.

#### 1.4 *Meeting open*

The chair declared the meeting open at 17.30 and that a quorum was present.

### Agenda item 2: Minutes of previous meeting and matters arising

#### 2.1 *Confirmation of minutes*

**Proposed resolution:** That the minutes of the general meeting held on 10/08/2022 be accepted.

**Moved by:** Patrick Gruijters

**Seconded by:** Kobus van Eyk

**Decision:** Resolution carried

#### 2.2 *Matters arising from the previous minutes*

The following 3 points were carried over from the previous AGM minutes of 2022. Refer Annexure B.

**2.3 Action items**

Item number	Action item title	Responsible person	Proposed (or actual) date of completion	Status and resolutions (update on progress and any further resolutions on the item)
1.	Parks spend	Trustees		Park spend closely monitored and managed in 2022/2023. Council schedule closely managed.
2.	Managing agent spend too high	Trustees		Been looking into cheaper options and an announcement will be made shortly in this regard.
3.	Regular communication	Trustee		Quarterly newsletters will be posted on the Website as well as circulated. <b>Members to update their details with the Managing Agent.</b>

**Agenda item 3: Corporation reports**

**3.1 Chairman’s report**

**Document/s tabled:** Chairman’s report

**Presented by:** Patrick Gruijters

**Seconded by:** The Chairman’s report for the year 2022/2023 was taken as read

**Key points:** Refer to Annexure C – Chairman’s Report

**Action required and/or resolutions arising from the report:**

None - For information only

**3.2 Audited Financial report**

**Document/s tabled:** Audited Financial & Treasurer Report

**Presented by:** Riana Smalberger

**Key points:** The Audited Financial Report and Treasure’s Report Annexure D was taken as read

**Action required and/or resolutions arising from the report:**

**Member Sean Boss pointed out a typographical error on the Financial Report which has duly been amended (page 9 point 3). Refer to Annexure D.(Awaiting the updated report)**

**Agenda item 4: Appointment of auditor and fee**

**Proposed resolution:** That the current auditors be retained for the next financial for the year ended 30 April 2023 at the agreed audit fee.

**Moved by:** Consensus from the floor  
**Seconded by:** Consensus from the floor  
**Decision:** carried

## **Agenda item 5: Election of trustees**

### ***2023/2024 board***

The terms of appointment for the current board of trustees expires every annum in the interests of good governance and transparency.

### ***Nominations***

The chair advised that no nominations were received in writing prior to the meeting. However the current board members accepted a nomination to serve for the next year. The trustees for 2023/2024 are given below

### ***Result***

An election was held by show of hands from the floor. The following people were elected as trustees for the new term:

- Patrick Gruijters (Chairman)
- Riana Smalberger
- Kobus van Eyk
- Albert Visser
- Claire Kaplan
- Rholeen Jordaan
- Eugene Atkinson (Immediate Past Chairman)

## **Agenda item 6: Special resolutions**

**Document/s tabled:** Mr Sean Boss tabled a verbal proposal

**Special resolution proposed:** Proposal to have an annual budget pre meeting discussion ahead of the AGM

**Moved by:** Member Sean Boss

**Seconded by:** Majority vote from the floor. Motion carried

**Discussion:** Discussion about pros and cons of having an annual budget pre meeting discussion ahead of the AGM.

**Actions:** Trustees to schedule an annual pre budget meeting to present the budget for discussion ahead of the AGM as well as update the constitution with this motion as passed.

### **Agenda item 7: Any other business**

The chair invited all those present to raise any matters of relevance that have not been dealt with on the agenda.

1. A member who has a white house enquired if any another house colour would be permissible. A lengthy discussion ensued regarding the current paint palette especially the white colour which is not practical. Resolution: Agreed to call a separate SPECIAL meeting to discuss the ramifications of changing the paint palette.
2. Discussion on fault logging with the Council. Resolution: All queries and complaints to be logged via a C3 on the Council portal.
3. Query about hard landscaping gravel versus paving vs artificial grass. Resolution: Submit a minor works application for deviations from current landscaping
4. Query about Sunnyside 2 Park. Resolution: This is an ongoing project. Trustee Kobus van Eyk is working together with a homeowner adjacent to the park.
5. Members requested to update their details with the Managing Agent to facilitate smooth communications.
6. State of Tulare Park. Resolution: Trustees aware of this and hedges and bushes will be trimmed shortly and the irrigation will be switched on for the summer.
7. Bins left out on the verge after refuse collection day. This is unsightly and could attract vermin. Resolution: Homeowners will be warned and then fined.
8. Unknown car parked in oncoming traffic. Concern as this could be a potential kidnapping situation. Resolution: Alert your security company.
9. Log all vagrant issues on the City hotline
10. In the interests of good time management the trustees kindly request members to submit matters of general interest in writing ahead of the AGM for next year. These points of discussion will be circulated with the AGM pack so members can come prepared for a fruitful discussion.

### **Agenda item 8: Next meeting**

The next meeting of members will be held within five months after the end of the Association's next financial year, or sooner if a purpose arises that requires a general meeting to be held. The trustees will determine the time, date and location closer to the date and issue a notice.

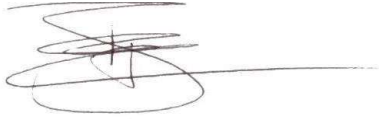
### **Agenda item 9: Meeting close**

The meeting was declared closed at 19.15.

## Confirmation of the minutes

These minutes are a true and accurate record of the meeting.

Signed by:                      Chair of the meeting



Patrick Gruijters (Chairman)

17/10/2023

.....  
(signature)

.....  
(name)

.....  
(date)