

**MINUTES OF THE ADJOURNED ANNUAL GENERAL MEETING OF
AMBERFIELD HOME OWNERS ASSOCIATION NPC**
REGISTRATION NUMBER: 2005/023582/08

**HELD ON WEDNESDAY, 8TH MARCH 2017, 18H30 AT NG KERK, WEIRD
PARK SOUTH, 304 COTIE AVE, RASLOUW**

1. NOTICE OF THE MEETING

Notice of the meeting is given in terms of the Articles of Association of the Home Owners Association and it was noted that a quorum was present. Owners of sixty (60) stands were present, either in person or by proxy, and eligible to vote.

2. WELCOME AND CONFIRMATION OR ELECTION OF CHAIRMAN

Mr Paul Montlhabaki was elected as Chairman for the meeting and welcomed all members present.

3. ATTENDANCE AND APOLOGIES

Member attendance was as per the attendance register. Proxies were recorded as apologies.

Dhivya Naidoo (Pretor Group) was in attendance

4. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the Annual General Meeting held on **10th March 2016** were taken as read, these was duly proposed, seconded and unanimously approved by the meeting and signed by the Chairman.

5. CHAIRMAN'S REPORT

The written report was taken as read and approved by the meeting. A further extensive reporting was tabled by the Board of Directors, which a copy is attached to these minutes for record purposes.

The Chairman's Report was duly proposed, seconded and unanimously approved.

6. RATIFICATION OF AMENDED RULES

The Chairman tabled the following amended rule/s for ratification.

Resolution 4 under General to be added to the rules and implemented as of the 1st April 2017.

7. CONSIDERATION OF AUDITED FINANCIAL STATEMENTS

The Audited Financial Statements for the year ending 30th June 2016 were tabled.

After discussion, the Annual Financial Statements were considered and accepted by the meeting.

L.P.

8. PRESENTATION OF:

8.1 ESTIMATE OF INCOME AND EXPENDITURE

An estimate of income and expenditure for the ensuing year, approved by the Board of Directors was presented to the meeting.

Included in the estimate, no provision was made for a reserve fund.

Estimated expenses were set at **R2798947.00** and confirmed by the meeting, subject to the income received by Riverside counties the its expenditure. Which needs to be revised and circulated to all members.

The increase in levies to be revised as well and a lower levy to be proposed.

9. APPROVAL OF:

9.1 LEVY PAYMENT IN ADVANCE

It is confirmed that levies are payable monthly in advance, on or before the 1st day of each month. It is further resolved that the levies as accepted under the estimate of income and expenditure comprises the amount of levies payable by each owner

9.2 ARREAR LEVY: ACTION TAKEN

Directors are authorised, and authorise the managing agent on their behalf, to take all necessary steps, including legal action and the sequestration of the owners, to ensure that the Home Owners Association receives levies and other monies due to it. The current interest rate is set at 1.5%,(equating to 18% per annum) which interest shall be calculated daily and capitalized monthly on all amounts outstanding including, *inter alia*, debt collection and attorneys charges at the beginning of each month when levies are payable, but is subject to change from time to time in accordance with the provisions of and limitations or requirements imposed by the applicable Legislation.

9.3 ALLOCATION OF PAYMENTS

Any payment made by an owner to the Home Owners Association will be allocated firstly to the overdue debt which is the most recent in time and only thereafter allocated to older debt. Only once all overdue debt has been paid will be allocated to current amounts due.

10. APPOINTMENT OF AUDITOR

M G Taute were re-appointed as Auditors for the ensuing year.

The re-appointment of the Auditors was duly proposed, seconded and unanimously approved.

 2

11. REMOVAL AND ELECTION OF DIRECTORS:

10.1 In terms of Article 4 (4.1) the Association determined the number of Directors at no less than three (3) and more than five (5) Directors.

10.2 As set out in Article 4 each Director shall continue to hold office from the date of this appointment until the Annual General Meeting next following his appointment, at which meeting each director shall be deemed to have retired from office, but shall be eligible for re-election to the Board of Directors as such meeting. In terms of the above all current Directors are deemed to have resigned as from date of this meeting.

The following persons were nominated and elected as Directors for the ensuing year:

1. Stephen Kgomo
2. Thapelo Matubetube
3. Joyce Khunou
4. Paul Montlhabaki
5. Samantha Coetzee

12. APPOINTMENT OF COMPANY SECRETARY

The meeting confirmed the appointment of Pretor Group (Pty) Ltd as the company secretary for **Amberfield** Home Owners Association NPC.

The Appointment of Company Secretary was duly proposed, seconded and unanimously approved.

13. APPOINTMENT OF PUBLIC OFFICER

The meeting confirmed the appointment of Pretor Group (Pty) Ltd represented by Donald Weir as the Public Officer for Amberfield Valley Home Owners Association.

The Appointment of Public Officer was duly proposed, seconded and unanimously approved.

14. CONFIRMATION OF THE REGISTERED ADDRESS OF THE COMPANY

The registered address of the company was confirmed as:

The Amberfield Home Owners Association NPC
c/o Pretor Group (Pty) Ltd
River Falls Office Park
262 Rose Avenue
DORINGKLOOF
0157

Private Bag X115
CENTURION
0046

15. SPECIAL BUSINESS AS FOLLOWS:

1. Riverside@Amberfield

The Board of Directors tabled this with the developer, the levy amount of R230.00 by 89 units was charged from the start of the development October 2016 and the

levies are confirmed to be received. R20470 to be paid monthly into the HOA books going forward for the security entrance and upkeep of the roads. Directors to review the levy amount by taking all expenses in consideration and take it up with the body corporate on its inception. Riverside@Amberfield to hire 5 security guards from Bhekani Abantu Security

2. Palisade fence removal

It was resolved not to remove the Palisade fence due to security measures. Members will revisit this at next AGM, when all constructions within this section is completed.

3. Soccer field

After some discussion, it was resolved that the Directors would investigate with council what is this area zoned as and update the owners via a newsletter so it may be decided if the field can be re-zoned to either a recreational facility. In the interim all poles and spikes are to be removed.

4. Unfurnished and unoccupied units

It was proposed to increase the current penalties on stands where building has either not commenced, or not been completed within the specified timelines. 2015/2016 AGM Resolution 11.3

Resolution: The following was resolved:

The penalty levied over and above the current levy, on properties that have not commenced with building within the specified timelines would be increased to R1500.

The penalty levied over and above the current levy, on properties that have not completed building within the specified timelines would be increased from R1000 to a sliding scale structure, which increases by R1000 at every 6 monthly intervals, with a maximum charge of R5000.

This to be added in the rules and code of conduct and implemented as of the 1st April 2017.

5. Disciplinary Resolution Committee(DRC)

It was resolved to keep the rules regarding the animals as is, as complaints are being received about unattended animals, this will be dealt with on Ad-hoc with those owners.

6. Circle at the Entrance of the estate

The Board to make an application to council to install a STOP Street or speed humps or circle at Capensis Avenue opposite the estate in order to prevent speeding at this section.

Inside the Estate at the circle people are speeding; once the cameras are installed at this section it would be easy to pick speeding cars.

7. Terms of the Board of Directors

This is as per the MOI, in Article 4. A term will be from AGM to AGM and it was emphasised that members remain for a minimum of two terms for continuity.

8. Carports Wendy Houses

The Estate manager to identify the stands / units that have carports Wendy houses, so a standard rule may apply for the requirement and upkeep of these Wendy houses.

9. Garden Service appointment

Directors to explain in writing to all owners via a notice, setting out in detail how it was decided to appoint the new Garden services. Also, comparing the previous expenses to the new expense.

10. Clubhouse

It was resolved not to have the clubhouse yet.



11. CCTV camera quotes and installations

It was resolved that once Riverside was developed; the Directors would be able to determine how many cameras would be required. If Riverside@Amberfield's body corporate is not on board then the cameras should only cover the estate to the palisade. For now, this should be placed on hold.

16. CLOSING

There being no further matters under discussion, the Chairman thanked the members for having attended and closed the meeting at 10h00pm.

Signed on this 26th day of MARCH 2018



CHAIRMAN