

**Minutes of the Green Pastures Home Owners Association committee meeting held at Crawberry Close,
Green Pastures at 18:00 Wednesday 4 August, 2010**

Present: P Reyneke (PR) Chairman, E Coetzee (EC), D Swart (DS), J Crompton (JC), A Van Linge (AVL), M Van Niekerk (MVN)

Apologies None: All Present

ITEM	DESCRIPTION	ACTION	DUE DATE	RESP.
1.	Minutes of previous meeting	The previous minutes were approved.		
2. 2.1	<u>Matters arising</u> Survey of Stands	EC and MVN have been tasked with an inspection survey of all vacant plots in order to determine whether the owners are maintaining these in good order. A report with recommendations will be prepared for the next meeting.	7/9/2010	EC/MVN
2.2	Missing Manhole Covers	EC confirmed that there are nine missing manhole covers within the Estate. EC and MVN will determine the exact number as well as establish which are deemed as belonging to Telkom and the Knysna Municipality respectively. JC has been tasked with obtaining 3 quotes for discussion at the next meeting. PR indicated this as being a priority matter.	7/9/2010	EC/MVN/SP
2.3	Speed Control	The meeting acknowledged that this is a project that requires urgent attention as another official complaint was received by the committee regarding the extreme speed of some vehicles on Sandalwood Drive and the serious danger that this poses to the safety of children and home owners entering from side streets into Sandalwood Drive. Four quotations were reviewed and it was decided to appoint RUJA Construction for the installation of the first speed bump @ R5, 000 incl. VAT. Only once the effectiveness of this speed control measure has been established will a second one be installed. An amount of R12, 000 has been pre-approved for this urgent project as per the budget presented at the AGM.	ASAP	SP

		As per a decision taken at the previous committee meeting, the habitual offenders living on the Estate as well as in the Village will now be contacted in writing.	ASAP Ongoing	BS
2.4	Security	The committee decided to retain the service of All Sound Security for the purpose of monitoring the security fence, as switching to a new provider would be financially more beneficial at the end of the contract period. It was also noted that this company has regular patrol vehicles in the area at night.	Completed	
2.5	Access Gate	The access gate at the bottom of Sandalwood Drive has been replaced and is now functioning effectively.	Completed	
2.6	2nd Phase Tree Planting	The second phase of the tree-planting project has been completed together with the new pathways in the private open space.	Completed	
2.7	Signboards at Entrance Wall	The Management of Knysna Mara has kindly removed the signboards at the entrance wall into Green Pastures.	Completed	
2.8	Appointment of Estate Manager/Managing Agent	The committee acknowledged the need for the hands-on management of Estate projects, site activities and administration, and therefore it was unanimously decided to appoint Suraja Phillips as the Estate Manager in order to serve the best interest of all home owners in Green Pastures. The committee also decided to retain the services of our present managing agent, Bob Strain, which means that he will continue with all account matters, finances and the collection of levies in accordance with the agreed cost as stipulated and sanctioned at the AGM. The committee will provide Bob Strain with a written proposal for his consideration and acceptance.	Awaiting reply from	PR
2.9	Minutes of AGM	The meeting expressed their concern about the minutes sent to homeowners, as it did not correspond with the final draft.		
3. 3.1	<u>Any Other Matters</u> Erf 13742	The committee has been informed that none of the cut vegetation was removed during the clearance of this plot.	7/9/2010	SP/EC

		This matter will be investigated in order to determine what action should be taken.		
3.2	Erf 14041	This property is occupied even though the required prerequisite Completion Certificate was not issued by the Architectural Committee. This is a concern and therefore this matter will be investigated in order to establish whether the municipality has indeed issued an Occupation Certificate without the relevant certificate being in their possession. The project architectural technician (RP) was aware of the proviso that the builder MC&R still needed to restore the three surrounding vacant stands of builders' rubble and was requested to inform the company accordingly. This matter is still outstanding will be discussed with RP, BS and the municipality.	7/9/2010	SP/RP/EC
3.3	Erf 13664	The committee has received a complaint regarding the storage of logs in the back garden. This matter will also be investigated during the survey of vacant plots.	7/9/2010	SP/EC/MVN
3.4	Erf 14037	The committee is concerned about the building alterations, retaining wall and the height of the street-facing wooden fence to the current property without prior approval having been obtained from the Architectural Committee or via consultation with the project architectural technician (RP). An urgent meeting is required between the new owners and relevant parties to clarify the Architectural Design Manual procedures and stipulations.	7/9/2010	SP/PR/SP/EC
3.5	Minutes of Committee Meetings	It has been decided that minutes will no longer be sent to each individual homeowner, but will from now on be placed on the Green Pastures Website only.		
4.	Date of Next Meeting	The next meeting has been scheduled to take place on 7 September 2010 at 5 Kiepersol Close, Green Pastures.		