



Lower Kenilworth Improvement District

Bounded by the Railway line, Kenilworth Rd,
Rosmead Ave and Wetton Rd

Annual General Meeting

held at Michael Oak Waldorf School,
4 Marlow Rd, Kenilworth

Wednesday 13 December 2023 at 18h30.

AGENDA :

- | | |
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| <ol style="list-style-type: none">1. Registration2. Welcome and Apologies3. Membership3.1 Resignations3.2 New members4. Quorum to constitute a meeting5. Previous AGM minutes5.1 Approval5.2 Matters arising6. Chairman's Report7. Feedback on operations 2022/238. Noting of Audited Financial Statements 2022/23 | <ol style="list-style-type: none">9. Budget:9.1 Approval of the budget for 2024/2510. Implementation Plan: Approval for 2024/2511. Appointment of Registered Auditor12. Confirmation of Company Secretary13. Election of Board Members14. Special Resolution: Amendment of the new Memorandum of Incorporation (MOI) as contemplated in Section 16(5)9a) of the Companies Act, Act 71 of 2008.15. General16. Q & A17. Adjournment |
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1. and 2. REGISTRATION and APOLOGIES :

LKID COMMITTEE

Pete Linnegar (chair)
Alex Nelson
Rory Moore
Monique Willis
Charles Abbott (secretary)

Members: 4

PROXIES WERE RECEIVED FROM:

MA Cullinan	16 Ascot Rd
CP Cullinan	18 Ascot Rd
J van Dyk	17 Ascot Rd
C Wither	12 Putney Rd
F Barkhuizen	17 Wargrave Rd
J Arnold	30 Wargrave
M Arnold	29 Gibson
G Ellis	3 Marlow

Members: 8

MEMBERS as per the ATTENDANCE REGISTER

CMA du Toit	14 Ascot Rd
RC Rous	15 Ascot Rd
A M Winkelman	24A Ascot Rd
A Willis	21A Bathurst Rd
E Frame-Tolmie	10 Bolus Rd
A Young	57 Gibson Rd
AL Smit	36B Gibson Rd
S Traut	41 Goldbourne Rd
C & S Dippenaar	47 Putney Rd
S Dippenaar	47 Putney Rd
H Tyrrell	71 Putney Rd
C Postlethwayt	7 Ritchie Ave
S Naude	7 Ritchie Ave
B Ogilvie	114 Rosmead Ave

Members: 14

TOTAL Members: 26

RESIDENTS ATTENDING (non-members)

D Fenton	48 Bathurst Rd
C Richards	11A Ascot Rd
L Parke-Ross	11A Ascot Rd
A van Dyk	39 Wetton Rd
D Sage	39 Wetton Rd
M Ackert	7 Kolaria Crescent
E van Eck	9 Blackheath
R Haigh	25A Bray Rd
R Stopforth	6 Putney Rd

n = 9

OTHER ATTENDEES

Katherine Christie	Ward 58 Councillor
David Michael-Steyn	City of Cape Town
Donovan Everitt	Cape Racing

n = 3

TOTAL ATTENDANCE: 38

APOLOGIES RECEIVED FROM :

D Lavin - Sherwood Ave
R Stopforth - Putney Rd
Cormac & Maryann Cullinan - Ascot Rd
Joy van Dyk - Ascot Rd

Cheryl Wither - Putney Rd
Jon & Mel Arnold - Gibson Rd
Fred Barkhuizen - Wargrave Rd
George Ellis - Marlow Rd

3. MEMBERSHIP 8 December 2022 to 30 November 2023 :

RESIGNATIONS : Nil

MOVED OUT THE AREA :

5 Members moved out of the LKID area in the course of the year:

Grant de la Mare
Cathryn Johns
Helen Ziegenhardt Veitch
Mrs AA Thesen Law
J P Clark

NEW MEMBERS (joined after 2022 AGM):

James Taylor	46 Bathurst
Renee Stopforth	6 Putney
Craig Wright	20A Bray
Ernst Frame-Tolmie	10 Bolus
Julian Coetzee	49 Wargrave
Colleen Dippenaar	47 Putney
Andrew Young	57 Gibson

TOTAL MEMBERS : 90

4. QUORUM

Of the 90 registered members, 26 attended the meeting (18 in person, 8 attending by proxy), thus 28% of our members. (Quorum requirement: 20%).

A Quorum was declared and the meeting proceeded.

5. PREVIOUS AGM MINUTES

The minutes of the 2022 meeting (on the website) were accepted.

Proposed: Cindy Postlethwayt
Seconded: Aidan Smit

No Matters Arising were discussed.

6. CHAIRMAN'S REPORT :

Good evening Ladies & Gentlemen and thank you for attending tonight.

I would like to recognise and welcome members of our Community and the City who support us in our endeavours :

Katherine Christie, our Ward 58 Councillor;
David Michael-Steyn, from the City;
Donovan Everitt, from Cape Racing

After 3 and a half years of operation, I am happy to report that everything is running well, and particularly the reduction in crime in our neighbourhood. Most incidents are a result of residents becoming a little too casual, e.g. leaving valuables in the car when parked in the street.

Our security cameras, monitored 24 x 7, have enabled a marked improvement in our security. Rory will report on the figures which are quite revealing.

I do however want to thank those residents who have provided us with electricity and access to their internet, without which we couldn't operate the cameras. As a direct result of loadshedding we took the decision to install UPS devices on 9 strategic cameras to keep them operating when we are without power.

All the cameras are serviced quarterly in terms of our contract to ensure they are in good operating order.

Our supplementary street cleaning programme has now been running twice a month for the last 2 years. Many of you will have seen the yellow/green LKID vests on cleaning days. This activity has provided jobs for people in need and is helping to keep our area clean.

I want to specially mention the time and effort that Rory puts into keeping our area safe, working with Chris Willemse of Princeton, with a huge amount of passion.

We have completed our third clean audit and Alex Nelson will report on the financials. And a big thank you must go to Alex and Cheryl Wither who do all the accounting and bookkeeping as a service to our community.

Cindy Postlethwayt has stepped down from the committee but still assists us in the Urban Management portfolio, in particular our objection to the planned 3-storey flat development at 4 Abingdon Road and several other buildings in the area. Thank you Cindy.

I also want to compliment those residents who have taken the initiative to report potholes, streets lights out, drain covers missing etc on the City C3 website.

We are in discussion with a candidate to handle the Urban Management portfolio.

We have also established a relationship with the new owners of the Kenilworth Racecourse. They are keen to work with us in planning the events programme for the year but also to open up the course to our residents who would like to visit the fynbos area in the middle of the course or just to jog around the course. We have the COO of Cape Racing, Donovan Everitt here tonight who will give a summary of plans for the course.

Finally I want to encourage residents to take control of their pavements. Where possible, let's get rid of the weeds and plant water wise plants and convert our neighbourhood into a Garden Suburb. If there is space for trees, the LKID is willing to fund them.

I want to compliment and thank Charles Abbott who has filled the Company Secretary position.

At this stage I think it is worth mentioning that your Directors are all volunteers and receive no remuneration at all for the work they do.

In terms of our Memorandum of Incorporation (MOI), one third of our Directorate must step down each year, but may stand for re-election. Neil Veitch has moved out of the area and resigned. This year Alex Nelson will step down, but has indicated he is available for re-election.

Monique Willis joined us last year to fill the portfolio of Social Services and Community Events. We have held 2 community events thus far and Monique will report on these.

I also want to mention that we have been approached by several areas to assist them in their applications to become City Improvement Districts. The first is Kenilworth above the line which is now approved as the UKID and the others are Newlands and Belvedere East.

Residents and property owners see a definite benefit in going the CID route. There are currently some 52 CID's in Cape Town with another 25 in the planning stages. I think that speaks for itself.

Pete Linnegar, Chairman LKID

7. FEEDBACK FROM THE PORTFOLIOS :

[1] FINANCE

Director: Alex Nelson



Audited Financials

as at 30 June 2023

	FY 2023	FY 2022	
Revenue	1 636 270	1 537 554	6%
Rates	1 537 554		
Rates retention received	37 259		
Operating Expenses	-1 455 149	-1 360 263	7%
Accounting fees	4700		
Admin & management fees	13 700		
Advertising	5 096		
Auditors remuneration	12 050		
Bank charges	3 207		
CCTV leasing for cameras	252 738		
CCTV monitoring	285 664		
Cleaning	88 416		
Communication	-		
Computer expenses	4 850		
Environmental Upgrading	1 450		
Fencing Project	53 910		
Insurance	8 188		
Printing and Stationery	47		
Public safety	721 133		
Urban maintenance	15 887		
Operating Surplus	181 121	177 291	2%
Investment income	40 744	13 685	197%
Surplus	221 865	190 976	16%

Arrear Total R 136 261

Arrear Provision (3%) R 49 454

**** 2 months Revenue surplus required by CCT**

HMM
Registered Auditors Chartered Accountants

[2] ENVIRONMENT and URBAN MANAGEMENT

Director: **Position Vacant**

Slide shown at AGM:



Environment / Urban Management

Environment and Urban Management

Portfolio Vacant

We are still looking for someone to take on this portfolio within LKID.
The ideal candidate would meet the following requirements:

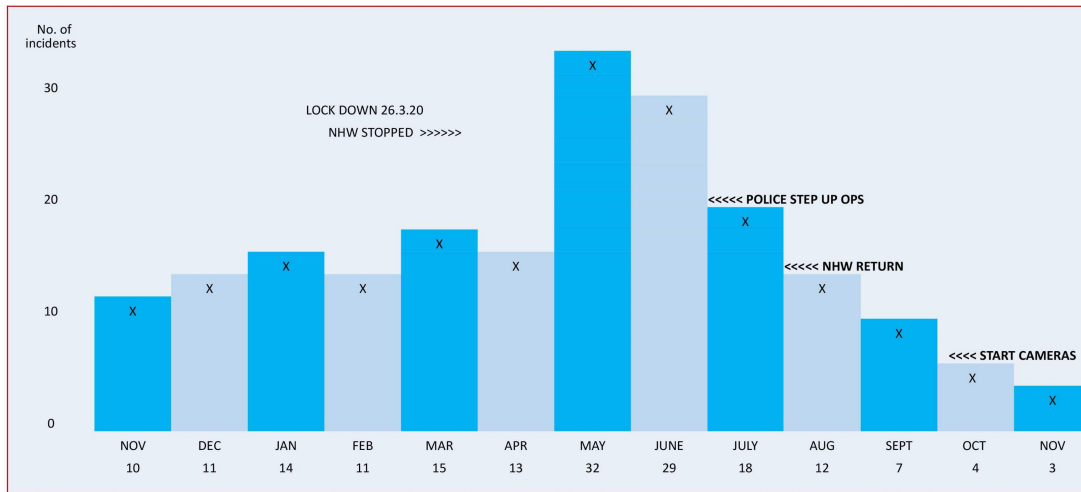
- Be resident within the LKID footprint
- Be a practising or retired qualified architect, town planner or heritage professional
- Have a keen interest in the LKID built environment

If you are able to recommend someone to fill this vacant position please contact the Chairman, Pete Linnegar, at chair@lkid.co.za

(The position has since been filled)

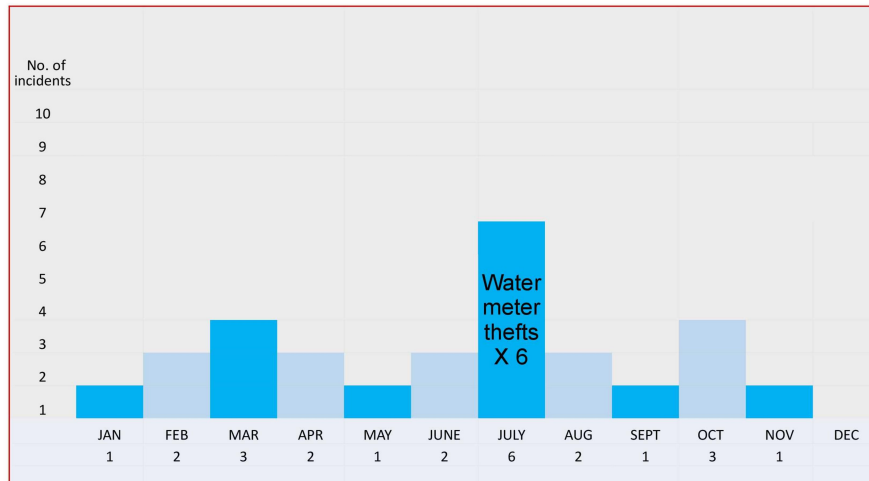
INCIDENTS PER MONTH November 2019 – November 2020

Confidential



INCIDENTS PER MONTH January 2023 to November 2023

Confidential



Our Contribution to Crime ...

Giving Handouts instead of hand-ups

Not Recycling

Leaving stuff in cars

Giving broken appliances

Leaving the responsibility for our own safety to somebody else

Putting your bin out the night before collection

STREET CLEANSING

- ※ Fortnightly street cleaning continues with an assessment average of 89 % on inspection.
- ※ The bin at Kolara Crescent has been removed and the Park declared a bin free environment which is working well.
- ※ Between 450--550 bags of leaves and other street debris are collected each cleaning day.
- ※ Rosmead Ave, Wetton Rd and Kenilworth Rd are kept clean by the City cleaning teams.
- ※ The delay by the city to mow Rosmead Ave is due to the support of the Bee Keeping Association request to refrain from mowing until the grasses have finished flowering.
- ※ Our cleaning team is made up of previously disadvantaged individuals.



We held a successful Car Boot Sale on 15 July 2023, in the grounds of the Racecourse. Further car boot sales are planned for 2024.

Car Boot Sale



Halloween was celebrated in the LKID area on 31 October. LKID monitored revellers in the streets to ensure a safe and enjoyable event.

Halloween



The LKID is keen to encourage small 'street gardens' on selected corners within the area. Some potential sites are shown below with sunflowers. Those circled in green have already been established.

We wish to acknowledge and thank resident **Barbara Kohl** for her ongoing commitment and dedication to establishing urban gardens in Kenilworth and Harfield Village areas.



9. APPROVAL OF BUDGET 2024/25 :

For our first 3.5 years we have been running at a small surplus, as any good business should.

This is a result of your committee having negotiated better rates for some of our services than anticipated in the business plan. Some of that surplus was allocated to a fence at the top of Blackheath Road where homeless people were making fires and generally disturbing the residents of Chesterton and Chamonix.

As Rory has mentioned, as a result of the prisoners released early from Pollsmoor, with no jobs and nowhere to go, we have seen increased activity in our area at night. We have thus taken the decision to man our observer vehicle with 2 guards at night. You will be requested to approve this expenditure of surplus funds for 2023/24 and 2024/25 tonight.

The left hand column of this slide is the Budget that was approved in the original Business Plan of R1 821 million. As a result of the cost savings we have been able to make, this year our proposed budget is R1 762. In addition we have allocated R305 towards the security project from surplus funds generated.

The 2024/25 Budget which you will be requested to approve tonight is a 2.6% increase in the budget this year over last year. This is below inflation and to put it into perspective it equates to R2.60 per R100 of rates.

You have all seen the affect that our CID has had on crime & grime in our area, and I recommend your approval of this budget.

		As Per Business Plan		Proposed Budget		Variance	
		R		R		R	
INCOME							
Income from additional rates		-1821091	100,0%	-1761631	85,2%	59460	-24,2%
Other: Accumulated Surplus		0	0,0%	-305280	14,8%	-305280	-124,2%
TOTAL INCOME		-1821091	100,0%	-2066911	100,0%	-245820	100,0%
EXPENDITURE							
Core Business		1609532	88,4%	1590000	76,9%	-19532	-1,1%
Cleansing services		117140		105000		-12140	
Environment upgrading		20073		10000		-10073	
Public safety		808346		820000		11654	
Public safety CCTV Monitoring		332686		300000		-32686	
Public safety CCTV Leasing of cameras		296360		320000		23640	
Social upliftment		14854		15000		146	
Urban Maintainance		20073		20000		-73	
Depreciation		0,0%		10782	0,5%	10782	0,6%
Repairs and Maintainance		0,0%		0,0%		0,0%	
General Expenditure		156926	8,6%	108000	5,2%	-48926	-2,7%
Accounting Fees		15100		10000		-5100	
Administartion and management fees		25249		5000		-20249	
Advertising		17865		10000		-7865	
Auditors remuneration		12625		20000		7375	
Bank charges		4169		5000		831	
Communication		2495		4000		1505	
Computer exp		19393		10000		-9393	
Contingency / Sundry		7740		8000		260	
Insurance		11910		12000		90	
Meeting Expenses		2677		2500		-177	
Office Rental		15150		0		-15150	
Printing / Stationery / photographic		3347		3500		153	
Secretarial		15150		15000		-150	
Telecommunication		4056		0		-4056	
Utilities (Not CCT)				3000		3000	
Projects		0,0%		305280	16,8%	305280	16,8%
Security Project		0		305280		305280	
Bad Debt Provision		54633	3,0%	52849	2,6%	-1784	-0,1%
TOTAL EXPENDITURE		1821091	100,0%	2066911	102,0%	245820	13,5%
(Surplus) / Shortfall							
GROWTH : EXPENDITURE					16,6%		
GROWTH : ADDITIONAL RATES					2,5%		



2024/25 Proposed Budget

GROWTH:

Expenditure 16.6%

**Additional Rates
Required:
2.5%**



Lower Kenilworth
Improvement District
AGM 13 December 2023

2023/24

APPROVAL OF ADDITIONAL SURPLUS FUNDS APPROVED BY THE BOARD

	Utilisation of Surplus funds Approved at 2022 AGM	Additional Surplus funds Approved by the Board	Total Surplus utilisation for 2023/24
EXPENDITURE	R	R	R
Projects			
Additional Public Safety Officer	-	144 000	144 000
TOTAL EXPENDITURE	-	144 000	144 000

2024/25

PROPOSED UTILISATION OF ACCUMULATED SURPLUS

EXPENDITURE	Proposed Budget	
	R	
1. Projects	305 280	100.0%
Security Project	305 280	
TOTAL EXPENDITURE	305 280	100.0%

The 2024/2025 Proposed Budget and Proposed Utilisation of Accumulated Surplus were both approved unanimously by a show of hands.

10. APPROVAL OF THE IMPLEMENTATION PLAN :

This plan is unchanged from that originally approved but we are legally required to re-approve it each year.

The complete Implementation Plan can be found on our website at www.lkid.co.za/agm-december-2023.php

The Implementation Plan for 2024/2025 was approved unanimously by a show of hands

11. and 12. REAPPOINTMENT OF THE AUDITOR AND SECRETARY :

AUDITOR

Vermeulen Badenhorst
CA (SA) / Registered Auditor
HVM Chartered Accountants, Stellenbosch

COMPANY SECRETARY

Charles Abbott
22 Wargrave Road

After a show of hands the Auditors and Company Secretary were unanimously re-appointed.

13. ELECTION OF BOARD MEMBERS :

RESIGNATION :

N. Veitch	Environment and Urban Management	Resigned February 2023
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ELECTION :

NAME	CURRENT PORTFOLIO	
P. Linnegar	Chair	Re-elected
A. Nelson	Finance	Stood down and re-elected
R. Moore	Safety and Security	Re-elected
M. Willis	Social Management and Community Events	Re-elected

After a show of hands the Directors were voted in unanimously.

14. Special Resolution: Amendment of the New MOI

SUMMARY OF CHANGES TO THE MOI:

COMPANY

- Income Tax Compliance: as per SARS requirements -> LKID tax exemption.
- Members' Meetings:
 - Allowed to be electronic.
 - Quorum reduced from 20% to 10%
- Budget: Q3 & Q4 adjustments -> submit to Exec Dir by March month-end.
- Annual Report: submit to Exec Dir & sub-council, 3 months prior to AGM.
 - Progress report wrt LKID execution of business plan
 - AFS and auditors report

MEMBERS

- Membership**
 - Only property owners liable for the additional rate
 - LKID cannot deny a qualifying membership
 - City of Cape Town is entitled to membership and to 1 vote.
- Membership Termination**
 - Those who receive a rates rebate
 - Members' meeting non-attendance (incl proxy): 2 consecutive yr.
- Voting**
 - 1 vote per R10m (or part thereof) valuation.
 - Max 10 votes per property where total number of votes
 - is assigned to 1 member (common ownership)
 - is less than one third of total member vote

BOARD

- Directors: only NPC members
- Board Meetings
 - Any NPC or local community member may attend (1 week's written notice)
 - Dates to be published on website
 - Electronic meetings are allowed

The Special Resolution was approved unanimously by a show of hands

15. and 16. GENERAL and QUESTIONS:

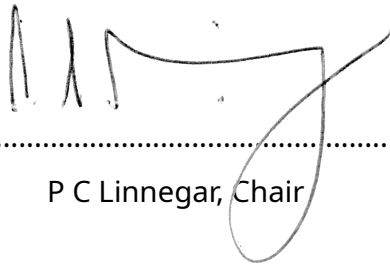
Katherine Christie (Ward 58 Councillor) gave an overview of events affecting both the ward generally and the LKID area in particular.

Donovan Everitt (COO of Cape Racing) spoke on achievements and plans at the Kenilworth Racecourse

17. ADJOURNMENT:

The Meeting was adjourned at 19h30.

The above Minutes are confirmed as a true reflection of the Annual General Meeting.



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P C Linnegar, Chair



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C Abbott, Secretary