




# Brunaly Park

Minutes for Annual General Meeting  
 Monday, 30 November 2020 @ 19:00  
 At Lewende Woord Church

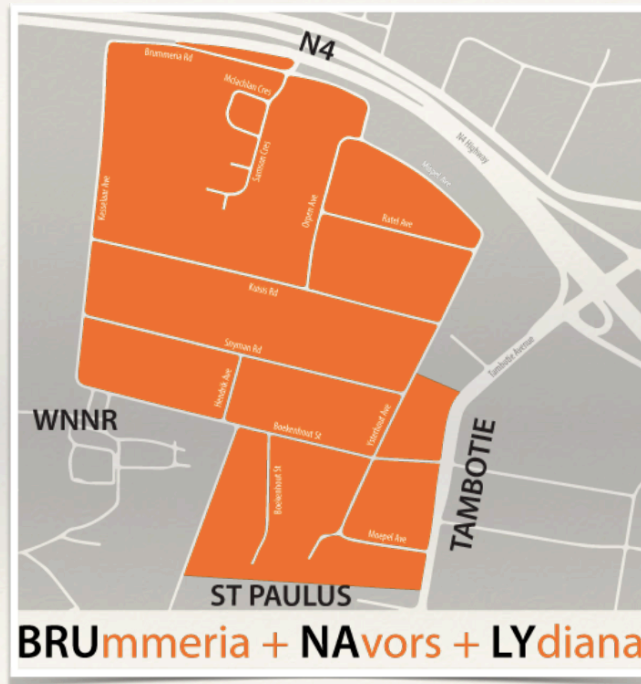
**Present:**

26 of 146 paying members attended

Item	Description & Actions		
1. Introduction 1.1 Opening & Welcoming 1.2 Attendance & Apologies 1.3 Quorum 1.4 Acceptance or Previous Minutes 1.5 Area(Since 2002) 1.6 Goal & Mandate 1.7 2019 Directors 1.8 Acknowledgements	<p>1.1 Chairman Kobus Wolvaardt welcomed everyone.            1.2 Thanked members attending, had a few apologies.            1.3 Quorum of 26% was reached with 26 of 146 paying members attended            1.4 No objections was received for previous minutes</p> <div data-bbox="464 909 1540 1697" style="border: 1px solid #ccc; padding: 10px; background-color: #f9f9f9;"> <p style="text-align: center; color: #c00000; font-weight: bold; font-size: 1.2em;">Inleiding   Introduction</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>❖ 1.1 Opening &amp; verwelkoming</li> <li>❖ 1.2 Bywoning &amp; verskonings</li> <li>❖ 1.3 Kworum</li> <li>❖ 1.4 Aanvaarding van vorige notule</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>❖ 1.1 Opening &amp; Welcome</li> <li>❖ 1.2 Attendance &amp; apologies</li> <li>❖ 1.3 Quorum</li> <li>❖ 1.4 Acceptance of previous minutes</li> </ul> </td> </tr> </table> <p style="text-align: center; font-size: 0.8em;">2</p>  </div>	<ul style="list-style-type: none"> <li>❖ 1.1 Opening &amp; verwelkoming</li> <li>❖ 1.2 Bywoning &amp; verskonings</li> <li>❖ 1.3 Kworum</li> <li>❖ 1.4 Aanvaarding van vorige notule</li> </ul>	<ul style="list-style-type: none"> <li>❖ 1.1 Opening &amp; Welcome</li> <li>❖ 1.2 Attendance &amp; apologies</li> <li>❖ 1.3 Quorum</li> <li>❖ 1.4 Acceptance of previous minutes</li> </ul>
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1.5 Currently the Area stands as Brummeria, Navors and Lydiana

## 1.5 Area (since 2002)

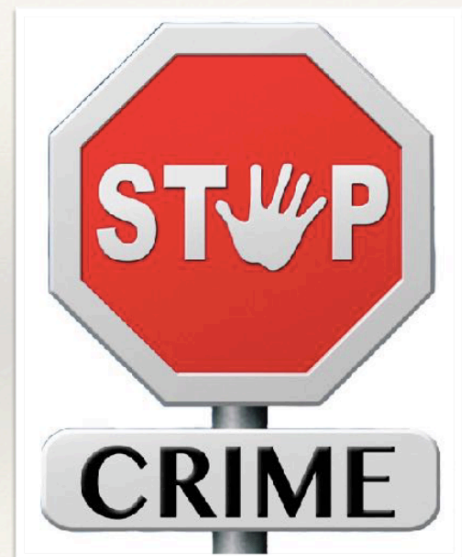


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1.6 Safety is our number 1 priority. As well as promoting the safety of our residents

## 1.6 Doelwit & Mandaat | Goal & Mandate

- ❖ Om die **veiligheid** van ons inwoners te bevorder
- ❖ To promote the **safety** of our residents



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1.7 2019 Directors

- Kobus Walvaardt – Chairman
- Harish Jhupsee – Vice Chairman
- Marcus Nordan – Business Member Liaison & Marketing
- Wim de Jong – Radionet & Maintenance
- Chris Maritz – Communication

## 1.7 Direksie 2019/2020 Directors

- ❖ Kobus Wolvaardt (Chairman)
- ❖ Harish Jhupsee (Vice Chairman)
- ❖ Marcus Norden (Business Member Liaison & Marketing)
- ❖ Wim de Jong (Radionet & Maintenance)
- ❖ Chris Maritz (Communication)

**Volunteers - NO Remuneration**

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1.8 Acknowledgements – Please refer slides for all detail. Page 7

## 1.8 Bedankings | Acknowledgements

- ❖ Direkteure | Directors
- ❖ Medewerkers | Co-workers
- ❖ Radiobeheerders | Radio controllers
- ❖ Raymond - Brinant area bestuurder | manager
- ❖ Brinant Guards
- ❖ Louise Louw - Ashton Cálculo Accounting: Boekhouding | Accounting
- ❖ Compendium - CIPC nakoming & geregistreerde adres | CIPC compliance & registered address
- ❖ Lewende Woord kerk: Lokaal | Church venue
- ❖ Goodx for the new system



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### 2. Communications

Kobus explained the forms of communication that members can use to alert emergencies or else communications.

Such as the Radios, alarms, the Facebook Group and as well as the numerous WhatsApp groups we have.

**Note:** Paying members have access to the alarms , the security vehicles, security company and panic buttons.

Any suggestions are welcomed for creating a safe network for members.

WhatsApp groups:

Brunaly Emergency – Crime Emergencies & urgent Communication

Brunaly Lief & Leed - Social Group

Email – [brunalypark@gmail.com](mailto:brunalypark@gmail.com)

Rules of engagement on Website

Option of which way is the most effective way to report a situation was discussed and it has been said that the best effective way to report a situation is via the WhatsApp Emergency group as all response vehicles are on the group along with the control room which has a dedicated computer for their WhatsApp channels and groups.

Because everybody is on the WhatsApp group, the school and all community members that can assist should a situation occur.

In the case where you make a call, call the Control room and not the response vehicle because the call can be logged and there can be an assessment of the situation with a follow-up.

**Control room – 0861 252 767 or 0861 174 343**

The Radio network will be discussed a bit later

## 2 Kommunikasie | Communication

- ❖ Radionet
- ❖ Alarms
- ❖ Facebook groep
- ❖ WhatsApp groepe
- ❖ [www.brunalypark.co.za](http://www.brunalypark.co.za)
- ❖ [brunalypark@gmail.com](mailto:brunalypark@gmail.com)
- ❖ 071 132 6573
- ❖ Radionet
- ❖ Alarms
- ❖ Facebook group
- ❖ WhatsApp groups



**Voorstelle ter bevordering van Kommunikasie | Suggestions to Promote Communication**



**We are open to suggestions on how to promote communication.**

### 3. Legal Matters

-The Camera and Scanners contracts was discussed as to when they are up for renewal – Due for renewal January 2021 – R27 600 for 6month contract.

-New Debit order system we use now free of charge and supplied by Goodx

-Please refer to Page 12 on the slides for legal matters that stayed the same as previous year



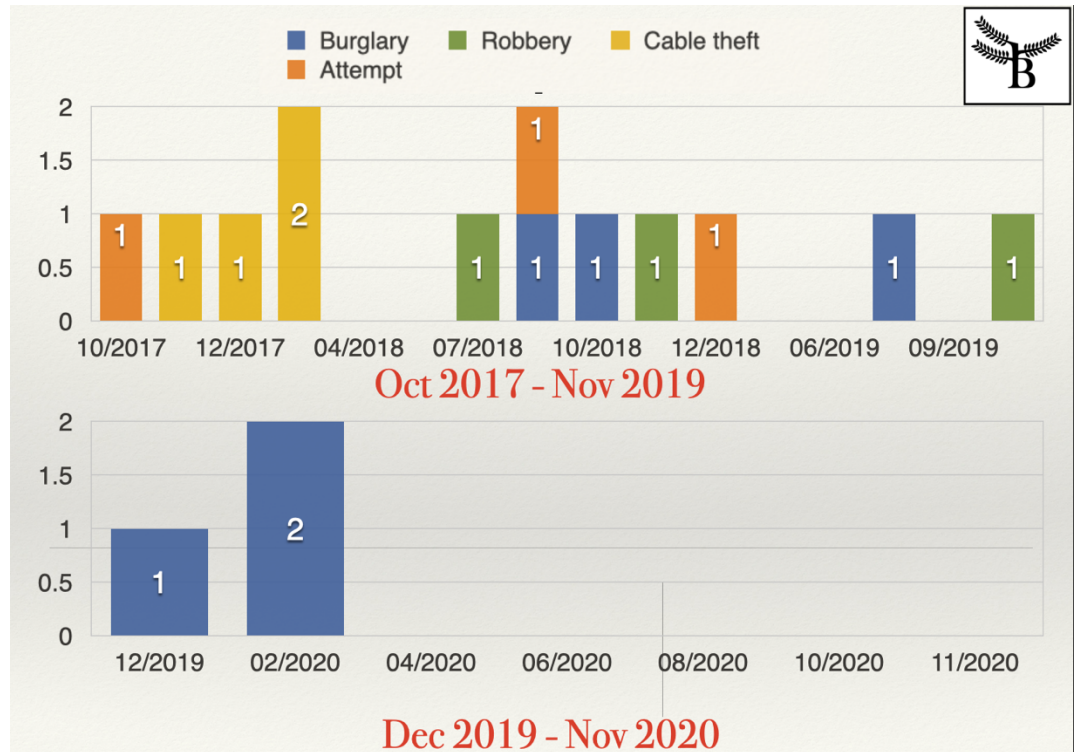
### 3. Regsake | Legal matters

- ❖ Hofbevel 2008, CIPC, ICASA (Brunaly betaal die jaarlikse fooi)
- ❖ Court order 2008, CIPC, ICASA (Brunaly pays the annual fee)
- ❖ Brunaly | Brinant kontrak
- ❖ Brunaly | Brinant contract
- ❖ Lidmaatskapoooreenkoms (Slegs lede het toegang tot die voertuig)
- ❖ Membership agreement (Only members have access to the vehicle)
- ❖ Debietorder (Nuwe Sisteem)
- ❖ Debit Order (New System)
- ❖ Alarm moniteringsooreenkoms (Brunaly fasiliteer kontrak)
- ❖ Alarm monitoring agreement (Brunaly facilitates the agreement)
- ❖ Skandeerder ooreenkoms -Betaal tot Des 2020
- ❖ Scanner agreement -Paid to Dec 2020
- ❖ Kamera ooreenkoms -Betaal tot Des 2020
- ❖ Camera agreement -Paid to Dec 2020



### 4. Crime statistics

No serious Crime since close down.  
 Smaller incidents that took place  
 Since Dec 2019 – Nov 2020  
 -3 Burglaries  
 (whereas 1 was a walk-in the gate was left open)  
 Please refer to Page 14 on the slides for incidents in 2002/2003  
**Slide indicates from 2017-2020**



### 5. Security Project

**Strategy** - to secure the neighbourhood cost effectively through technology, manpower and intelligence  
**Model** - An integrated security structure with tactical coordination and Brunaly that manages the finances and marketing.  
**Tactics** - The identified actions and projects that work together to complete

	<p>the model to support the strategy</p> <p><b>Please refer to pages 15-22 on the slides for more detailed information.</b></p> <p>With the new model that has been set in place since 1 Aug 2017 members receive the following:</p> <ul style="list-style-type: none"> <li>❖ Armed response Vehicle</li> <li>❖ After-hours gate guards</li> <li>❖ Fencing &amp; gates</li> <li>❖ Cameras at gates &amp; scanners</li> <li>❖ Community eyes &amp; ears</li> <li>❖ Access to dedicated vehicle via</li> <li>❖ home alarm monitoring</li> <li>❖ cell phone</li> <li>❖ panic button</li> <li>❖ community radio</li> <li>❖ Brunaly emergency WhatsApp group</li> </ul> <p>Prevention is better than cure – Rather report something that looks suspicious, the vehicle can rather make sure.</p> <p><b>Alarm Monitoring</b>  Members do not pay for the monitoring of the Alarm it is included in you're the monthly membership fees.  ICASA fees was explained that this year the amount is R330.00 it is payable by members that has active alarm systems with radio transmitters.</p> <p>Kobus explained about new technology the Ajax system that can be used, which is an internet based system. This you can monitor from your phone. The alarm is still connected to Brinant for monitoring.</p>
<p>6. Participation</p>	<p>We have a up to date 146 paying members.  We lost a members due to Covid but has gone up a little bit again.  Given that we have gone through a massive economic shock we are doing surprisingly well.  At the start of Covid we were slowly depleting our funds. And when Covid hit, the directors decided to rather move from a fulltime dedicated vehicle to 3 armed response vehicles that are in and around our area which helped us save and started building a profit and we are in a positive now per month and we are quite head now.  We would like to start dropping the price for those whom is paying a lot more monthly.</p> <p><b>Question:</b> Please explain the 3 vehicles.</p> <p><b>Answer:</b> Brinant has 3 Vehicles in the area that reacts to different neighbourhoods in our area.  <b>Celeste Wolvaardt commented:</b>  The reaction time has been monitored, and we actually have had the same or improved response times from the vehicles, because there is 3 vehicles that is being dispatched so the closest one responds and the vehicle is usually in our neighbourhood. Because we have a quiet neighbourhood they like to stand down here. So we have actually not lost our dedicated vehicle but the difference is we don't have the same guard responding it is 3 different guards.</p>

Therefore no response time is lost.  
 They are not guaranteed to be in the neighbourhood but the other neighbourhoods they serve are directly connected to ours.  
**Marcus Norden also responded:**  
 We started noticing that Brinant started shift changing on the Churches property, and Marcus spoke to the person that is coordinating them and asked what their need is. What we have done this year is to just give them the facility to wash their vehicles. So what happens is the 3 vehicles stand down at the Church and do shift changes on the Church property and there is actually more Brinant traffic in the neighbourhood. Our situation has improved and it is costing us less.

7. Implementatins

For the month of December we have a Bicycle Guard every day that will patrol our area as it is 'shopping season' and we want to prevent a situation.

**7. Implementerings | Implementations**

- ❖ Desember Extra Patrollie - Fietswag
- ❖ December Extra Patrols - Bicycle Guard

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8. Finances

Please refer to Pages 26 & 27 on slides for better viewing

We have 2 statements to show Page 26 is not 100% accurate due to one of our Brinant Payments that was due in February but because we are at loss we could onely do the payment in March 2020 so adding that payment to be in the 2019/2020 financial year Page 27's numbers is more accurate. in 2018 financial year we made a loss.

Brinant had a 8% increase since 1 August 2019

We have 2 sources of Income

- Interest and community

Brinant takes the largest amount  
 The left overs pretty much goes to the scanners and camera's  
 Other expenses can be viewed on the financial statement such as accounting and maintenance fees

Please refer to Page 27 on slides for better viewing

Brinant was only paid in March for February. Therefore we are 1 payment in areas in the below statement



## 8. Finansies | Finances

### Finansiële jaar 2019/2020 Financial year

**Brinant Paid in March 2020**

INCOME STATEMENT : 01/03/19 to 29/02/20

SALES			
	Brunaly Membership Fee (new cost model)	1 590 240.00	
	Annual ICASA radio license fee	34 809.00	1 625 049.00
COST OF SALES			
	Operating / Property Expenses		
	Access Control- Gate Book (SNIPR)	55 200.00	
	Armed Response Vehicle (new cost model)	940 684.91	
	Gate Guards (new cost model)	402 124.78	
	Home Alarm ICASA License (new cost model)	33 630.00	1 431 639.69
GROSS PROFIT / (LOSS)		193 409.31	
OTHER INCOME			
	Interest Received	9 044.10	9 044.10
		202 453.41	
EXPENSES			
	Accounting Fees	6 727.50	
	Accounting license & CIPC fee	7 431.15	
	Advertising & Promotions	2 530.00	
	Bank Charges	3 319.24	
	Infrastructure maintenance (new cost mod)	1 102.28	
	SagePay Fees	9 252.45	30 362.62
NET PROFIT / (LOSS) BEF		172 090.79	
TAX			
DIVIDENDS			
NET PROFIT / (LOSS)		172 090.79	

Brinant's payment brought into account



## Finansies | Finances

### Finansiële jaar 2019/2020 Financial year

**Brinant's Payment taken into account**

INCOME STATEMENT : 01/03/19 to 29/02/20

SALES			
	Brunaly Membership Fee (new cost model)	1 590 240.00	
	Annual ICASA radio license fee	34 809.00	1 625 049.00
COST OF SALES			
	Operating / Property Expenses		
	Access Control- Gate Book (SNIPR)	55 200.00	
	Armed Response Vehicle (new cost model)	1 064 093.52	
	Gate Guards (new cost model)	441 881.88	
	Home Alarm ICASA License (new cost model)	33 630.00	1 594 805.40
GROSS PROFIT / (LOSS)		30 243.60	
OTHER INCOME			
	Interest Received	9 044.10	9 044.10
		39 287.70	
EXPENSES			
	Accounting Fees	6 727.50	
	Accounting license & CIPC fee	7 431.15	
	Advertising & Promotions	2 530.00	
	Bank Charges	3 319.24	
	Infrastructure maintenance (new cost mod)	1 102.28	
	SagePay Fees	9 252.45	30 362.62
NET PROFIT / (LOSS) BEFORE TAX		8 925.08	
TAX			
DIVIDENDS			
NET PROFIT / (LOSS)		8 925.08	

This is a bit of good news we were down to about R110 000 in our accounts and we actually had to wait for the next month's debit orders to be able to pay Brinant, and we would typically pay the previous month with the current months debit orders. It was not a great situation but since it has been slowly building up again. Do take in account that there is +/- R110 000 going out every month.



Some of the complexes stopped paying as Covid hit. But most of them has caught up again which also helped in giving a bit more cash flow. We would like to see the amounts to R400 000 so that we can have 2 or 3 moths of buffer and then would like to start dropping the price for people over paying if any of those members would like to drop it now they can just contact us. Some people are paying R1 000 a month whereas the actual price is R685 a month. And then if there is left we will start dropping the price or absorbing not having in an increase in the next year. We are not having an increase this year.



## Current Bank Balance

ITEM	PRYS / PRICE
Money Market	R 105360.96
Standard Bank	R 128609.55
First National Bank	R 9997.58
	<b>R 243 968.09</b>

We were able to reduce our monthly expenses by changing our contract with **Brinant** (Exchanging our Dedicated Vehicle for access to 3 Armed Response Vehicles working in our direct neighbouring areas) leading to a positive bank balance amid the Covid-19 Pandemic

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## Fooie vanaf 1 November 2019 - 2020 Fees from 1 November 2019 - 2020

Security Co	Brunaly Operational	Total
R106,581.10 pm	R10,000 pm	R116 581.10 pm



<b>200 Homes</b>	<b>R685 pm</b>
240 Homes	R570 pm
300 Homes	R457 pm

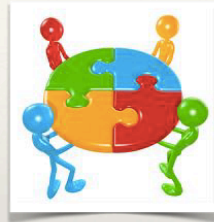
**MORE PARTICIPATING HOMES = LOWER FEE**



	<p>Question: How many paying members are there now?</p> <p>Answers: 146 Paying members Although this is not a tricky question to answer because there is quite a few factors such as: -Do you count the homes that is paying full, how many are partial or how many are over paying. - Do you count the complex with 10 homes as 1 contribution. -Those that just contribute something, not making use of the alarm systems but want to contribute. One of the most confusing parts of the statistics that we have to keep in account is that more than 20% of the residences in Brunaly Park is Oakthron, which is British High Commissioners Compound, we've been negotiating with them, They said they will consider in the new year to contribute, but we can't really count them because we are dealing with the British government. So that kind of skews the statistics, if we take that 80 homes out of the picture then our participation is actually really good. Also the Apartments which is often only renters and not home owners.</p> <p>If you have a look at the houses we have about 80% participation on the full title homes, if you take the complexes are paying a bit lower and then the apartments are very low.</p> <p>Fees as of April 2020 (Please remember you are paying for the month to come)</p> <p>Security Company – R116 581.10pm Brunaly Operations – R10 000pm Total: = R116 581.10</p> <p>200 Homes contributing = R685 pm 240 Homes contributing = R570 pm 300 Homes contributing = R457 pm</p> <p><b>The more participating homes the lower the fee</b></p>
9. How to Join	<p>Sign the membership agreement Sign a debit order Sign an access control card agreement Choose to get a community radio &amp; join the radio call Choose if you want home alarm monitoring Help us grow</p>

## 9 Hoe om aan te sluit? | How to join?

- ❖ Teken die lidmaatskap ooreenkoms
- ❖ Teken 'n debietorder
- ❖ Teken a toegangsheerkaart ooreenkoms
- ❖ Kies om 'n gemeenskapsradio te koop & neem deel aan die radioroep
- ❖ Kies of u huisalarm monitering verlang
- ❖ Help ons groei



- ❖ Sign the membership agreement
- ❖ Sign a debit order
- ❖ Sign an access control card agreement
- ❖ Choose to get a community radio & join the radio call
- ❖ Choose if you want home alarm monitoring
- ❖ Help us grow



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<p>10. Directors</p>	<p>New directors for 2020</p> <p>No one willing to be a director. Directors will stay the same except for Wim that has resigned from his position as our Director that was overseeing our Radio Network &amp; Infrastructure.</p> <p>We will be contracting in some contractors to do the work. We will first offer this on the Brunaly group if someone is available and able to assist in any maintenance priorities that needs to take place.</p> <p>We need someone to take responsibility on taking a look out for infrastructure for remotes that needs batteries etc. Does not have to become a director. No one at the AGM is willing to take on that position. We will speak with Brinant and contract that part out.</p>
<p>11. Vote</p>	<p>Are we continuing the way we do?</p> <p>No objects was made.</p>
<p>12. Thank</p>	<p>Mar-Louise And Celeste for administration          Garth at Goodx for the technical assistance of the Goodx system          Each Director and their commitment          Each one attending the AGM          All paying members</p>
<p>13. Questions</p>	<p>What about the radio network?</p> <p>- It is by far the best way of communication, you pick it up, press a button and ask for help. It is full proof and the message gets out everywhere When in a panic situation you do not always have time first unlock your phone, find the emergency group and send a message. WhatsApp is a wonderful way to report minor emergency's but for a life threatening emergency this is not the most practical way to report.</p> <p>The Question was asked who is on the radio network. Only 5 hands were</p>

raised.

Who uses the radio network that does not have an alarm or a panic button. We here that the radio is very useful but to use the radio you actually have to have the radio with you, we have seen that as the crimes went down we have seen that the radio network participation has gone down drastically. All the uses we had for the radio network we now use the WhatsApp group for.

In the long run WhatsApp is a better use of communication because you can backtrack on information.

At the moment the radio network is primarily only serving the purpose of emergency/ armed response.

For the Church which is very vulnerable target has completely moved away from Radios and now only make use of mobile panic buttons and they feel much saver, as it is much easier for someone to carry a panic button and have panic buttons mounted against the walls. The reaction time from Brinant they find is some of the best that they might find in Pretoria.

Is there still a usefulness to keep on using the radio?

There is no damage to keep on using the radio, but we also have an official policy as to what we suggest what people use, and we have been suggesting the radio. But we are open for suggesting the panic button.

A member Said she got a panic button from Brinant which is on a pendant that she wears around her neck all the time. She feels much saver with a panic button.

One of the issues with the radio is you call during the day and no one reacts you stop carrying it.

Who'd object to the fact that Brunaly changes their opinion to rather have a panic button than a radio.

a Suggestion to send out a survey and ask the question. The statistics show that the is now only 18 people within Brunaly Park that has Radio's whereto only 6-7 people that keep their radio on at night. The response vehicles responds much lesser times due to they might be in one of the other neighbourhoods and some of the newer drivers does not like responding on the radio.

This is there is a big advantage of rather making use of WhatsApp in a sense that there is an audit trail. Everyone.

We will send out a form to get the sense of what the members prefer. We can perhaps have a look at an app. But at the same time if you have panic button at home your phone might become a secondary thing.

New Question / opinion

Not everyone standing under the trees in Brummeria road is suspicious and guilty of anything, it is not nice being confronted by fellow members of the area. People from CSIR takes there breaks and sit there, that does not make them a criminal.

Brunaly Comment: Because of the situation we have had earlier in the year with the illegal events that took place under those trees, all vehicles parked there a considered suspicious.

We would like to discourage all residence not to park there.

We have given order to Brinant to investigate every single vehicle that parks there.

The member said that, that is fair. But it is not fair being confronted by other residents

Brunaly Comment: We want to plead with everybody in the neighbourhood to NEVER confront anybody under any circumstances for any reason. We have armed reaction which you pay for and therefore you do not have to confront them. Don't get involved it might just be a stolen vehicle and it might turn out ugly.

We will actively discourage people to be under the trees.

We are a multi-racial community and therefore we ask everyone to be mindful of your neighbour.

The other obstacle we have is abandoned vehicles. We do have people that drive into our neighbourhood because it is such a safe area they park under the trees and go for a jog or cycles in the area.

We want to encourage those people to rather make use of the church property it is safer.

We will push again on the gate guards to scan all vehicles.

it is not acceptable for the guards to sit and open for you, they have to make sure, if they know you they have to at least make sure it is you sitting in the vehicle before opening.

If this happens, please contact the control room and report do not report this in the Brunaly group. Report this to Brinant's control room.

Question: Could we make use of stickers for easy access?

Brunaly Comment: The problem having that is it will not prevent your vehicle being stolen. We had this similar problem with the cards. If you leave your card in your vehicle it is an easy way to get out.

The other problem we have encountered with the cards, because the guards can't really read the card (because of members getting upset when being stopped to view the card) any card with the same colour can be seen as acceptable.

The risk in this gesture remains the same.

We have tried so many options and we have always had a lot more critic about it than joy. So we have decided to stop it all.

Question: is there a possibility that each member have their own remote to open the boom? And can we Automate the booms at some point to replace the gate guards?

Brunaly Comment- It is something that we can look at in the future it is going to be quite expensive having automated booms. The obstacle we currently do face is that we are not allowed to close down during the day as we still do have public roads.

By replacing the gate guards you lose your biggest deterrent, for any criminal their first consideration is their escape and so if there is a physical persons at a physical street entrance that is able to block that entrance whether it is with spikes or boom or anything else that becomes a very big risk for a criminal to come inside that neighbourhood, so the incidences that we have had but is a guy jumping over the fence taking only 1 thing, because if he spends more than 5sec in the property the risk goes up being stopped at the end of the street, so the moment when you

	<p>do not have a physical person at the entrance of the neighbourhood you lose that deterrent of I might be blocked going out.</p> <p>The problem with everyone having their own remote is, you press the remote at the wrong time or open or close the boom at the wrong time you can damage someone else's vehicle . Unfortunately that is not an option.</p> <p>Question: Can we close one of the two gates between let's say 22:00 and 04:00 at night and have only one entrance at night to the area.</p> <p>Our Court order stipulates that we have two entrances and that the stay open.</p> <p>Should we close the one entrance off at night we would still require a guard to be present there.</p>
14. Meeting adjourned	At 20:20