

Brummeria – Navors - Lydiana

Brunaly Park

Ons Veiligheid - ons verantwoordelikheid
Our Safety - our responsibility

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Minutes for Annual General Meeting

Tuesday, 4 November 2025 @ 19:00

At Lewende Woord Church

Present:

57 physical attendees and 2 Proxies

| Item | Description & Actions |
|--|---|
| 1. Introduction 1.1 Opening & Welcoming 1.2 Attendance & Apologies 1.3 Quorum 1.4 Acceptance or Previous Minutes | 1.1 Chairman Kobus Wolvaardt welcomed everyone and opened the evening in prayer. 1.2 Thanked members attending, had a few apologies. 1.3 Quorum was reached. 1.4 No objections was received for previous minutes |

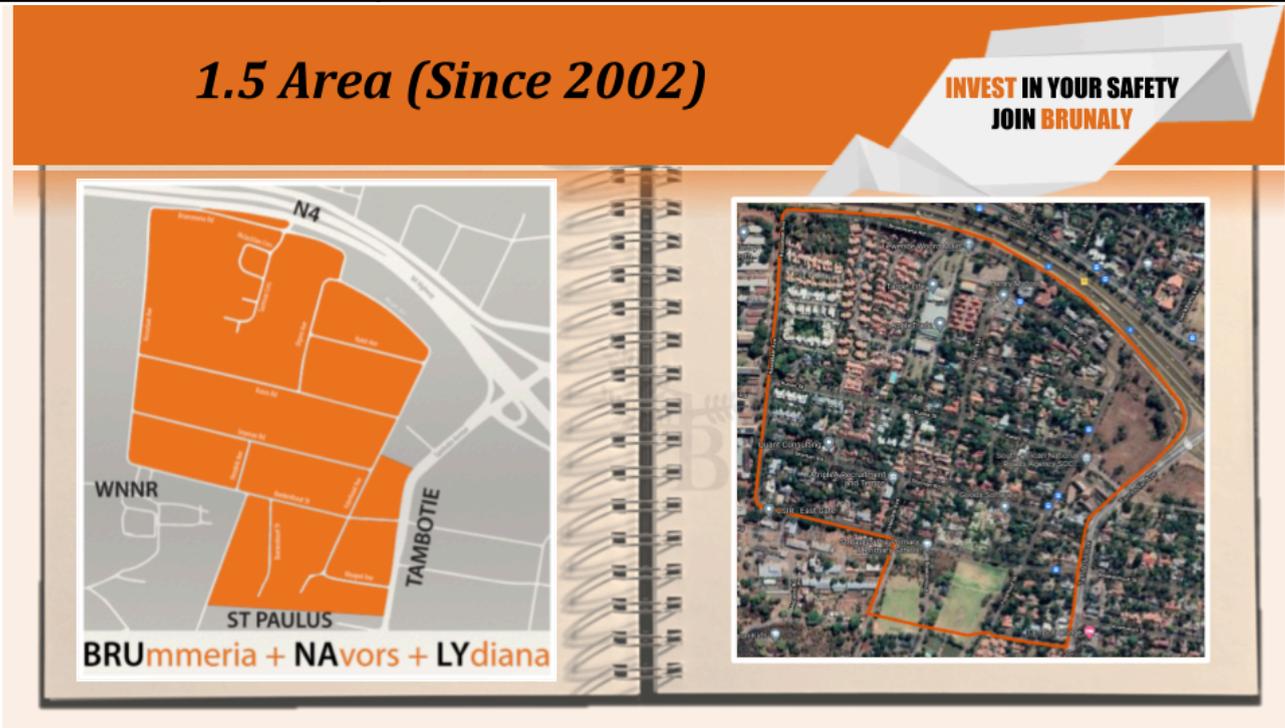
1. Inleiding / Introduction

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- ❖ 1.1 Opening & verwelkoming
- ❖ 1.2 Bywoning & verskonings
- ❖ 1.3 Kworum (Minimum 38)
- ❖ 1.4 Aanvaarding van vorige notule

- ❖ 1.1 Opening & Welcome
- ❖ 1.2 Attendance & apologies
- ❖ 1.3 Quorum (Minimum 38)
- ❖ 1.4 Acceptance of previous minutes

| Item | Description & Actions |
|----------------------|--|
| 1.5 Area(Since 2002) | 1.5 Was explained and is located inside the orange lines, Currently the Area stands as Brummeria, Navors and Lydiana |



| Item | Description & Actions |
|---|--|
| <p>1.6 2024/2025- Directors</p> <p>Acknowledgements & Thank You's</p> | <ul style="list-style-type: none"> - Kobus Walvaardt – Chairman - Harish Jhupsee - Marcus Nordan - Vanessa Ursula Auths <p>Volunteers - No Remuneration</p> <p>Directors give thanks to residents contributing in different ways towards the community</p> <p>Directors Co-workers Johan - Ditaba area manager Ditaba Guards & Control Room Compendium - CIPC compliance & registered address Living Word Church: Venue GoodX: Invoicing system Compendium - Power for guard house & gate (Boekenhout) Living Word Church: Fence, power for guard house & gate (Samson) Judy van Wyk: Power for gate (Boekenhout) Glen McQuirk: Guard house on pavement (Boekenhout) As well as mowing the municipal grass</p> |

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| | <p>Sanral: Fence & razor wire Donald Klopper: Website Ursula: Contribution towards the area To everyone keeping the community & environment clean</p> |
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| <p>2. Security Project</p> | <p>Strategy: To secure the neighbourhood cost effectively through technology, manpower and intelligence -Not here to fix our roads, although that falls part of having a secure neighborhood.</p> <p>Model: An integrated security structure with tactical coordination and Brunaly that manages the finances and marketing -We bulk buy the security services from Ditaba and Brunaly facilitates the contracts</p> <p>Tactics: The identified actions and projects that work together to improve neighbourhood security/safety.</p> <p>We also work together with sector policing and other security groups such as the Alpha group.</p> |
| <p>2.1 Model</p> | <p>Kobus explained our Model and what members get when they contribute. Please refer to page 6 On the slides for the details on how our model works. 24/7 Response vehicle Stays in our neighborhood. We have a bit of a benefit having the backup vehicle just across from the street as we have access to Lynn de grace's vehicle 24/7 Gate guards Fencing & gates Cameras at gates and in neighborhood (4x LPR cameras & street Ezviz</p> |

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| | <p>Cameras) Community eyes & ears Access to dedicated vehicle via Home alarm monitoring Cell phone Cell panic service (2 free per household) - works as a dropped call, and acts like a panic button. Brunaly emergency WhatsApp group</p> <p>Our Goal is to keep our residents safe</p> |
| 2.2 Goal & Mandate | |
| 2.3 Cameras | <p>Thank you to everyone who is part of our camera project. We have plenty of eyes on the community roads. These street cameras are also monitored by Ditaba.</p> <p>Our Camera project is a community project where the camera belongs to the property owner, who has bought or partially bought the camera, they also have access to that camera as they also provide the internet and power to that camera.</p> <p>This allows us to centrally monitor very quickly and to trace back where incidents started, what method was used, if a vehicle we can get the number plate.</p> <p>We make use of the Ezviz camera's A quick video was shared of a recent incident of vehicle theft, to show how comfortable the criminals are and how easily it is missed by neighbors and pedestrians etc.</p> |

2.3 Kamera's - C3W Pro - Cameras

Ons Oë op die Paaie |
Our Eyes on the streets




Verduister om ons veilig te hou! |
Blacked out to keep us safe!

3.3 Voorvalle / Incidents Dec 2024 - Oct 2025

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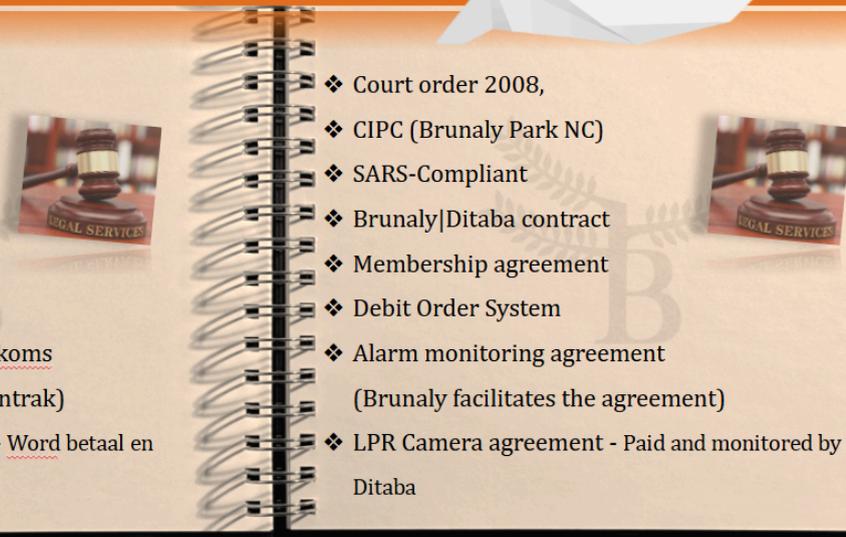
■ Diefstal | Theft
 ■ Rooftog | Robbery
 ■ Poging | Attempt
 ■ Kabeldiefstal | Cable Theft
 ■ Motor Diefstal | Vehicle Theft
 ■ Oortreding | Trespass
 ■ Klein Diefstal | Petty Theft
 ■ Brande | Fires

| | | |
|---|--|--|
| 29/12/24 Sunday 15:11 Ratel Ave- Member House Break-In | 20/03/25 Thursday 15:20 Hendrik Street - Non Member Vehicle Key Theft | 18/08/25 Monday 02:51 Ysterhout Ave - Member Fire inside property |
| 08/12/25 Sunday 20:08 Rekord - Non Member Palm Tree Fire Struck by lighting | 16/04/25 Wednesday 23:50 Bestiana Complex - Member Theft (Victim Knew Suspect) | 11/09/2025 Wednesday 16:50 Moepel Ave - Member House Fire |
| 15/02/25 Saturday 09:08 ST Paulus School Boekenhout str- Vehicle Theft | 31/05/25 Saturday 18:00 Snyman Road - Member Vehicle Theft | 13/10/2025 Monday Morning 00:10 Bestiana Complex - Member Theft of Clothes |
| 27/02/25 Thursday 11:00 Bestiana Complex - Member Theft of Electronics | 11/07/25 Friday 19:18 Moepel Ave - Non Member Vehicle Theft | 29/11/2025 Wednesday 10:46 Kuisis Avenue- Member Vehicle Theft |

| Item | Description & Actions |
|------------------|--|
| 4. Legal Matters | <p>We are closed down based on a court order we do not close down like the other neighborhoods. The other neighborhoods apply to Tshwane and every two or so years they pay a fee and get permission to be closed. We were the first and they disapproved our application, we took them to court and we got an Interim order in 2008 until Tshwane gets back to us.</p> <p>We are a non profit organisation</p> <p>Upon some investigation we came across that our financials were never submitted to Sars, this has been rectified this past year, and we are now up to date SARS compliant and we also are not in debt with them.</p> <p>We have the Brunaly- Ditaba contract, who is our chosen services provider. Members do not pay Ditaba, members pay Brunaly and Brunaly buys bulk service from Ditaba. This is about 95% of our expenses, and that is what runs this place to a large extent.</p> <p>We have a membership agreement, and only the members have access to the vehicle.</p> <p>The debit order system, please consider becoming part of the debit order system as it reduces the admin largely.</p> <p>Alarm monitoring agreement which is facilitated by Brunaly Park. Contact Mar-Louise. You sign with Brunaly Park and we send it on to Ditaba</p> <p>We have a new LPR camera agreement, Ditaba is facilitating this contract.</p> |

4. Regsake & Finansies/ Legal Matters & Finances

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- | | | |
|--|--|---|
| <ul style="list-style-type: none"> ❖ Hofbevel 2008 ❖ CIPC - (Brunaly Park NPO) ❖ SARS- Voldoenend ❖ Brunaly Ditaba kontrak ❖ Lidmaatskapooreenkoms ❖ Debietorder Sisteem ❖ Alarm-monitoringsooreenkoms (Brunaly fasiliteer dienskontrak) ❖ LPR Kamera-ooreenkoms - <u>Word</u> betaal en gemoniteer deur <u>Ditaba</u> |  | <ul style="list-style-type: none"> ❖ Court order 2008, ❖ CIPC (Brunaly Park NC) ❖ SARS-Compliant ❖ Brunaly Ditaba contract ❖ Membership agreement ❖ Debit Order System ❖ Alarm monitoring agreement (Brunaly facilitates the agreement) ❖ LPR Camera agreement - Paid and monitored by Ditaba |
|--|--|---|

| Item | Description & Actions |
|-------------------------------|--|
| 4.1 Municipal Work Fund (R10) | <p>We have started a municipal work fund in 2024 which is an additional R10 fee added to the invoices monthly which helps us pay for what we are able to do within the CUP application.</p> <p>Brunaly Park is covered by Alpha Security Forum CUP (Community Upliftment Project) - this program enables us to help the municipality at our own costs to do some of the approved municipal works.</p> |
| 4.2 Municipal Work Fund Recon | <p>Please refer to page 16 on the slides to view the income and expense recon on this account up to October 2025</p> |
| 4.3 Repairs & Maintenance | <p>Brunaly Park includes in the monthly budget for repairs and maintenance work that needs to happen.</p> <p>this past year we have done the following:</p> <ul style="list-style-type: none"> - Placed dustbin's at both entrances - Placed dustbin at the pine tree's - Redone our Entrance community boards - which will also help with Marketing (falls part of market budget) - The underground power feed was redone at both entrances to the guard houses and booms - New security/ traffic cones were purchased for proper visibility. - There were a couple of occasions where the booms needed some repairs. |

4.1 Municipal Work Fund/ Munisipale Werks Fonds

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Pothole and Road repair Work



- Is easy to use
- Requires unskilled labour
- Has a long storage life
- Adheres to SABS Specifications for Asphalt
- Is economical to use and environmentally friendly



Street light Repairs Transformers/ globes/ switches/ new lights



Grass Cuttings



SABS Approved Road Markings



Fire Hydrant Cat Eye Markers



4.2 Municipal Work Fund

| Municipal Work Fund | | | | | Balance Brought Forward Nov'24 | R16,085.01 |
|-------------------------------------|------------|-------------------|-------------------|-------------------|--------------------------------|-------------------|
| Nov'24-Oct'25 -Income Description | Invoices | Invoiced Amt | Invoiced Unpaid | Cashflow | | |
| Municipal Work Fund | 1749 | R28,230.00 | R3,160.00 | R25,070.00 | | |
| additional Contributions | 1 | R5,004.00 | R0.00 | R26,884.00 | | |
| Total Income | | R33,234.00 | R3,160.00 | R51,954.00 | | |
| Nov'24-Oct'25 -Expenses Description | Date | Invoices | Invoiced Amt | Invoiced Unpaid | PAID | |
| 10 bags Potholemix & Cableties | 11-11-2024 | 600291 | R1,749.89 | R0.00 | R1,749.89 | |
| Grass cutting, petrol, labour | 20-11-2024 | INV0679 | R650.00 | R0.00 | R650.00 | |
| Grass cutting, petrol, labour | 26-11-2024 | INV0680 | R350.00 | R0.00 | R350.00 | |
| 20xPOTHOLE FILLER 25KG | 18-12-2024 | 603782a | R3,199.80 | R0.00 | R3,199.80 | |
| Labour - Road works | 02-12-2024 | # INV-050 | R300.00 | R0.00 | R300.00 | |
| Grass cutting, petrol, labour | 13-12-2024 | INV0686 | R1,300.00 | R0.00 | R1,300.00 | |
| Grass cutting, petrol 18+25Jan | 25-01-2025 | INV0699 | R1,300.00 | R0.00 | R1,300.00 | |
| Grass cutting, petrol, 29+3Jan | 30-01-2025 | INV0702 | R1,300.00 | R0.00 | R1,300.00 | |
| Tar Crack sealer & Sealcoat | 17-01-2025 | IN2470 | R7,245.00 | R0.00 | R7,245.00 | |
| Brushes, Road Paint, reflector | 18-02-2025 | # INV-059 | R993.54 | R0.00 | R993.54 | |
| Rubbish removal | 25-02-2025 | # INV-061 | R850.00 | R0.00 | R850.00 | |
| Labour - Frank 2days | 27-02-2025 | # INV-063 | R800.00 | R0.00 | R800.00 | |
| Grass cutting, petrol, labour, | 11-02-2025 | INV0705 | R650.00 | R0.00 | R650.00 | |
| Grass cutting, petrol, labour, | 27-02-2025 | INV0706 | R325.00 | R0.00 | R325.00 | |
| Pothole mix | 15-03-2025 | # INV-067 | R3,999.75 | R0.00 | R3,999.75 | |
| 5x Labour workers | 15-03-2025 | # INV-067 | R1,750.00 | R0.00 | R1,750.00 | |
| Grass cutting, petrol, labour | 10-03-2025 | INV0736 | R1,300.00 | R0.00 | R1,300.00 | |
| Grass cutting, petrol, labour, | 08-04-2025 | INV0748 | R1,950.00 | R0.00 | R1,950.00 | |
| Grass cutting, petrol, labour | 14-04-2025 | INV0751 | R975.00 | R0.00 | R975.00 | |
| Roadchem | 08-08-2025 | 2637 | R14,720.00 | R0.00 | R14,720.00 | |
| 360 Solar Light for Entrance | 06-08-2025 | 216606546 | R998.00 | R0.00 | R998.00 | |
| Street Lights Contractor | 10-17-2025 | INV-008 | R5,267.50 | R0.00 | R5,267.50 | |
| Street Lights Contractor | 10-17-2025 | INV-009 | R5,846.00 | R0.00 | R5,846.00 | |
| | | | R0.00 | R0.00 | R0.00 | |
| Total Expens | | | R57,619.48 | R0.00 | R57,619.48 | |
| Funds Available | | | | | | R10,219.53 |

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4.2 Munisipale Werks Fonds

| Item | Description & Actions |
|--------------|--|
| 4.4 Finances | We had some increase on our income of about R96 000, we are planning on building this up to have a little of a buffer, should we need to replace something big |

Year End - Feb 2025

Income & Expenses Explained.

Income...R 1 969 207.95

- Camera Project -Residents that had cameras installed
- Security income - Income solely for our security project
- Bank Interest - Interest received on money market account
- Municipal Work Fund - The R10 contributions and additional contributions residents made towards the municipal work like grass cutting, solar lights, pothole fillings etc.
- Capital Contributions - Contributions received towards building up our capital. (we received a large donation)

Expenses.. R1 872 235.65

- Bad debts Written off - People that sign-up but never pay, residents that move but never communicate that they moved and just stop paying, we also had a complex that could not contribute their full amount anymore and had to write off some of the unpaid invoices.
- Settlement discount -Should have been bad debt ledger and not settlement discount
- Camera Projek -Added new Camera's on the corner of Boekenhout and Hendrik
- Legal Fees - compendium Annual returns submissions & SARS Submissions 2010-2017 (2018-2025 to fall in next fin year)
- Municipal Work fund - Please refer to page 16 on the slides
- R&M (repair & Maintenance) - General Maintenance and repair word on booms
- Security expenses - Ditaba
- Maintenance - Fuel — Fuel for brush cutter
- Administration - M-L fees
- Bank Fees ...

**4.4 Finansiële
Jaareinde 2025**

| Description | Ledger | Total |
|-------------------------------|--------|-----------------------|
| - Income Accounts | | R1,969,207.95 |
| Camera Project | INC14 | R6,344.86 |
| Security Income | INC1 | R1,909,385.60 |
| Bank Interest | INC9 | R8,357.49 |
| Municipal Work Fund | INC15 | R45,040.00 |
| Capital Contribution | INC13 | R80.00 |
| - Expenditure Accounts | | -R1,872,235.65 |
| Bad debts written off | EXP7 | -R49,446.00 |
| Settlement discount | EXP38 | -R3,180.00 |
| Camera Project | EXP70 | -R2,750.00 |
| Legal Fees | EXP21 | -R13,600.00 |
| Municipal Work Fund | EXP71 | -R39,178.25 |
| R&M - General | EXP28 | -R2,295.02 |
| Security Expense | EXP64 | -R1,689,717.54 |
| Maintenance - Fuel | EXP69 | -R350.00 |
| Administration | EXP65 | -R66,000.00 |
| Bank Charges | EXP8 | -R5,718.84 |
| Balance Brought foward | | R96,972.30 |

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**4.4 Financial
Year end 2025**

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| Item | Description & Actions |
| 4.5 Current Bank Balance | Our accounts have grown a bit. We are slowly getting back to where we would like to be and have a healthy sum in the bank for the future. |



4.5 Huidige banksaldo / Current Bank Balance

| Bank Rekening Bank Account | 31/10/2025 Bedrag Amount | 25/11/2024 Bedrag Amount | 16/11/2023 Bedrag Amount |
|---------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| Money Market | R 167 468.46 | R 102 936.51 | R 115 748.70 |
| Standard Bank | R 133 056.06 | R 144 091.13 | R 45 582.14 |
| | R 300 524.52 | R 247027.64 | R 161 330.84 |



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| Item | Description & Actions |
| 5. Participation | <p>Please refer to Page 20 on the slides for the participation indication.</p> <p>Encourage those not participating to participate.</p> <p>We have invoiced for October 2025 the following:</p> <p>93 that contributes in full -R83 660 13 that contributes more also includes the church and the schools contribution - R16 710 9 Complex Contributions - R48 061.80 34 that partially contributes - R18 770</p> <p>In principle, the total expected monthly income amounts to R166,337.80, provided that all invoiced payments are received. (excludes R2074 municipal fund)</p> <p>We are open to negotiating with people on what they can afford to pay and slowly increase the amount.</p> <p>We have updated our map and are using new Google Map integrations, please</p> |

visit the map (under participation) and confirm the status of your property, if your property is indicated with the incorrect color, please send us an email for correction to take place.

| Item | Description & Actions |
|-----------------|--|
| 6. Monthly fees | <p>This year we will have an increase.</p> <p>We did not receive an increase from Ditaba last year, but this year they had to give us an increase of 6.5%</p> <p>We were on R890 and we are having an increase of R50 which brings us to R940. When we include the R10 municipal fee that was introduced last year, which most members are already contributing, the total monthly fee will be R950.</p> <p>We are one of the neighbourhoods with the lowest fees, other neighborhoods are well more than a R1000 per month.</p> <p>All accounts will be increased with R50 automatically. If you can not contribute to this amount please let us know.</p> <p>Please refer to AGM 2023 minutes for more information regarding the municipal work fund</p> |

6.1 Maandelikse Fooie

Ditaba

Monthly Fee



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Ditaba - Verhoging | Increase 6.86% from R 149 083.00

| Ditaba | Brunaly Operational | Total |
|------------------------|------------------------|------------------------|
| R 156 540.00p/m | R 10 000.00 p/m | R 166 540.00p/m |



| Huidige Fooi Current Fee | VERHOGING INCREASE <u>Januarie 2026 January</u> | Nuwe Fooi New Fee |
|----------------------------|--|--|
| R 890.00 p/m | R 50.00 p/m | R 940.00 p/m Need a 179 households to contribute at this price |

R950.00 p/m
(Includes Mun fee)

Alle rekeninge kry verhoging van R50 Januarie 2026 | All accounts receive an increase of R50 January 2026

| Item | Description & Actions |
|------------------------------------|--|
| 6.2 Implementations done by Ditaba | ANPR Monitoring Camera's Link to NaTIS en TMPD Boom control button |

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| | <p>Stop & Go Light Daily Updates Marked Vehicle Vehicle Camera LDG Vehicle & Armed reaction support</p> <p>Ditaba's 3 year contract has now come to an end. We will vote on if we continue with another 3 years or if we need to secure new tenders.</p> |
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| Item | Description & Actions |
|-----------------------------------|---|
| 7. Substitute Directors 2025/2026 | <p>Opportunity was given for anyone that would like to nominate someone or themselves - We had one new volunteer</p> |
| Vote | <p>No one opposed the directors staying directors and having a new director</p> <p>The Following directors to be the directors for 2025/2026 as we welcome our new director on board!</p> <p>Kobus Wolvaardt Marcus Norden Harish Jhupsee Vanessa Ursula Auths Kenneth Swettenham</p> |



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| 8. Conclusion & Vote's | <p>New Tender? Or are we staying with Ditaba and signing for another 3 year's</p> <p>By a show of hands it was clear that we will be carrying on with Ditaba and we will be signing a new 3 year contract with them.</p> |
| Q&A | <p>Q- There was a question on if there are any complaints about Ditaba. It was noted that the technical team needs some work, and that Mar-Louise is in contact with Johan about these challenges.</p> <p>then we have very little complaints about the guards but nothing consistently.</p> |

After AGM feedback

Ditaba is quite eager to help and sort out any issues.
Kobus said, we could have a look just to find external technical people and use them or move your alarm system to something more modern like Ajax which can also be monitored by Ditaba.

Q- Can we do something for the guards that are standing in the middle of the road and in the sun? Like to provide shade and a chair etc.

Ditaba will manufacture bigger umbrellas for them and we will look into getting something like turning high chair.

Q-Why can't we get a finger scanner placed in the middle like the rugged buttons that open the booms?

Because we are not approved to have something in the middle as we have public roads with a bus route that goes through the area.
The new buttons that are installed can flip down when the bus needs to use the lanes to turn.

Q-Why do we need the buttons in the middle of the road, can't we just have them use remotes to open and close?

Two reasons - One, the remotes can't handle the amount of times it needs to work.

The buttons break, the batteries only last a month and the remote itself just can't keep up with the thousands of times a day it needs to be pressed.
The biggest reason is, Johan from Ditaba wanted to up the security and have the guards make eye contact with the drivers.
This was implemented after a couple of vehicle thefts.

Q- Can we maybe have drawable gates at the entrances and maybe close at night time, also if there is a problem inside the area can we close the gates.

Yes, we can definitely have a look into that and get costing, a very sensible thing to have.

Q-what is the difference between a director and a volunteer?

A director gets registered at CIPC so if money gets stolen they can go to jail.
Volunteers are there to assist where and when needed.

Q-What is the difference in services towards a paying member and a non paying member.

Members gets access to:
The 24/7 Vehicle and additional armed reaction response when needed
The Emergency group which is exclusive
Home Alarm monitoring

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| | <p>Q-The potholes that are being filled, do we have a civil engineer that is giving the instructions on how to do this? and what product is being used as some of them are not holding up.</p> <p>We use Tarmac/Asphalt mix, and road sealer bought from Roadchem - Their products are SABS approved.</p> <p>There are a couple of holes filled with cement, we do not know who did this. But as we can and as they lift, we will start replacing them with the correct material.</p> <p>We do not have a civil engineer, but we did have one here that showed us how to it and what the correct methods are.</p> <p>Q- Can we do something about speeding in Ysterhout?</p> <p>We would like to have a look at those LED boards with a speed limit on, but that is basically the only thing we can do, as we can not do anything else legally.</p> <p>Q-Municipal questions about the billings that are not correct.</p> <p>This is unfortunately not something we can do, and is not part of our security.</p> |
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| <p>9. How to join</p> <p>10. Communication</p> | <p>Please refer to page 25 or you can visit the website for more information. Make sure you request your membership board. and put them up, they are part of advertisement and also shows that you are covered by the security project.</p> <p>Ways to communicate with us.</p> |
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10. *Kommunikeer met ons / Communicate with us*

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Maniere wat ons kommunikeer |
Ways we communicate

- ❖ www.brunalypark.co.za
- ❖ brunalypark@gmail.com
- ❖ 071 132 6573
- ❖ Alarms
- ❖ WhatsApp Groepe | Groups



**Betrokkenheidsreëls op die webwerf! |
Rules of engagement on the website!**

Nood | Emergency

- ❖ Beheerkamer Ditaba Control room
010 777 0100 OR 081 325 7397
- ❖ WhatsApp Brunaly Emergency Group



11. Thank you

Meeting adjourned