



Brunaly Park

Minutes for Annual General Meeting

Monday, 29 November 2021 @ 19:00

At Lewende Woord Church

Present:

60 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 | 1.1 Chairman Kobus Wolvaardt welcomed everyone. 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

**INVEST IN YOUR SAFETY
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- ❖ 1.1 Opening & verwelkoming
- ❖ 1.2 Bywoning & verskonings
- ❖ 1.3 Kworum (Minimum 15)
- ❖ 1.4 Aanvaarding van vorige notule

- ❖ 1.1 Opening & Welcome
- ❖ 1.2 Attendance & apologies
- ❖ 1.3 Quorum (Minimum 15)
- ❖ 1.4 Acceptance of previous minutes

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| Item | Description & Actions |
| 1.5 Area(Since 2002) | 1.5 Currently the Area stands as Brummeria, Navors and Lydiana |

1.5 Area (Since 2002)

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|--------------------|---|
| Item | Description & Actions |
| 1.6 Goal & Mandate | 1.6 Safety is our number 1 priority. As well as promoting the safety of our residents |

1.6 Doelwit & Mandaat / Goal & Mandate

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



| Item | Description & Actions |
|---------------------|---|
| 1.7 2019- Directors | - Kobus Walvaardt – Chairman - Harish Jhupsee – Vice Chairman - Marcus Nordan – Business Member Liaison & Marketing - Chris Maritz – Communication Volunteers - No Remuneration |

1.7 Direksie 2020/2021 Directors

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

VRYWILLIGERS - GEEN VERGOEDING

VOLUNTEERS - NO REMUNERATION

| Item | Description & Actions |
|----------------------|--|
| 1.8 Acknowledgements | Please refer to slides for all details. Page 7 |

1.8 Bedankings / Acknowledgements

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- ❖ Direkteure
- ❖ Medewerkers
- ❖ Radiobeheerders
- ❖ Manie & Erick - Brinant area bestuurder
- ❖ Brinant Wagte
- ❖ Compendium - CIPC nakoming & geregistreerde adres
- ❖ Lewende Woord kerk: Lokaal
- ❖ Goodx: Nuwe sisteem

Dankie!

- ❖ Directors
- ❖ Co-workers
- ❖ Radio controllers
- ❖ Manie & Erick - Brinant area manager
- ❖ Brinant Guards
- ❖ Compendium - CIPC compliance & registered address
- ❖ Living Word Church: Venue
- ❖ Goodx: New system

Thank you!

| Item | Description & Actions |
|-------------------|--|
| 2. Communications | <p>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.</p> <p>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.</p> <p>WhatsApp groups: Brunaly Emergency – Crime Emergencies & urgent Communication Brunaly Lief & Leed - Social Group Email – brunalypark@gmail.com Rules of engagement on Website</p> <p>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</p> <p>The Radio network will be discussed a bit later</p> |

2.1 Kommunikasie / Communication

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Nood / Emergency

- ❖ Beheerkamer | Control room - 0861 252 767
OR 0861 174 343
- ❖ Voertuig | Vehicle - 064 751 7047
- ❖ WhatsApp Brunaly Emergency Group
- ❖ Gemeenskaps Radio | Community Radio






WhatsApp- Groepee / Groups



❖ Brunaly Emergency - **Noodgevalle vir misdaad** en dringende kommunikasie van Brunaly | **Crime emergencies** & urgent comms from Brunaly



❖ Brunaly Lief & Leed - **Sosiale Groep | Cares - Social Group**

Om by groepee gevoeg te word: |
To be added to Groups:
❖ brunalypark@gmail.com
(Naam, Sell, adres) | (Name, cell, address)

Betrekking Reëls op die webwerf! |
Rules of engagement on the website!

| Item | Description & Actions |
|------------------|--|
| 3. Legal Matters | <p>Many years ago this neighborhood took the Tshwane local government to the high court because they gave us an unintelligent reason not to close down and we got an interim order, we still have an interim order, they need to look at our application and decide on it, it has been 13years.</p> <p>That puts us in a weird position, we do not have to apply like other neighborhoods to close down and pay the fee, but at the same time it kind of limits us to what we are allowed to do, because we have this interim order. That is something that we might want to change at some point and get a proper application done. With the DA in control things have changed. The</p> |

price went from something like R140 000 per year down to something like R10 000 so that might be something we can afford and might be worth doing.

Our membership agreement model in this neighborhood works - you pay Brunaly Park and we contract the service provider and we do a bulk buy, that allows us to negotiate a little better. There are benefits to us, if we want to change we can, not that we often change. We've changed to Brinant and they do give us good service and they are quite active in the area.

We have an alarm monitoring agreement with Brinant, They monitor the Alarms, but you sign-up with Brunaly Park and debit order with us.

That goes to a couple of things like:

Gate Guards, Camera Network, Scanners, as well as the 24hr vehicle.

We also do other things at this stage we have a bike guard during.

We do not close down during the, we close in the evening from 18:00-06:00

that is when we are allowed to due to the traffic impact we can't just close

down, but we do have the bicycle doing rounds during the day helping out with "shopping season"

3. Regsake / Legal Matters

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|---|---|
| <ul style="list-style-type: none"> ❖ Hofbevel 2008 ❖ CIPC - (Brunaly Park NPO) ❖ ICASA (Brunaly betaal die jaarlikse fooi) ❖ Brunaly Brinant kontrak ❖ Lidmaatskapooreenkoms (Slegs lede het toegang tot die voertuig) ❖ Debitorder (Nuwe Sisteem) ❖ Alarm monitoring ooreenkoms (Brunaly fasiliteer diens kontrak) ❖ Skandeerder ooreenkoms -Betaal tot Des 2021 ❖ Kamera ooreenkoms -Betaal tot Des 2021 | <ul style="list-style-type: none"> ❖ Court order 2008, ❖ CIPC (Brunaly Park NC) ❖ ICASA (Brunaly pays the annual fee) ❖ Brunaly Brinant contract ❖ Membership agreement (Only members have access to the vehicle) ❖ Debit Order (New System) ❖ Alarm monitoring agreement (Brunaly facilitates the agreement) ❖ Scanner agreement -Paid to Dec 2021 ❖ Camera agreement -Paid to Dec 2021 |
|---|---|

| Item | Description & Actions |
|---------------------|---|
| 4. Crime statistics | <p>We do keep stats, we try to keep stats that are separate from the police statistics. We do have people in the area that is on a WA Group for Garsfontein sector 1 which is effectively everything from the CSIR upto Simon Vermoten and Lynnwood to the N4</p> <p>We had a lot of crime before we closed down.</p> <p>Please refer to page 13 on the slides for incidents in 2002/2003</p> <p>We did have an increase in incidents since we had to give up our dedicated vehicle but at the same time it is nothing like it was, we have to take into account we do live in a very safe neighborhood. Please refer to page 15 for a detailed view.</p> |

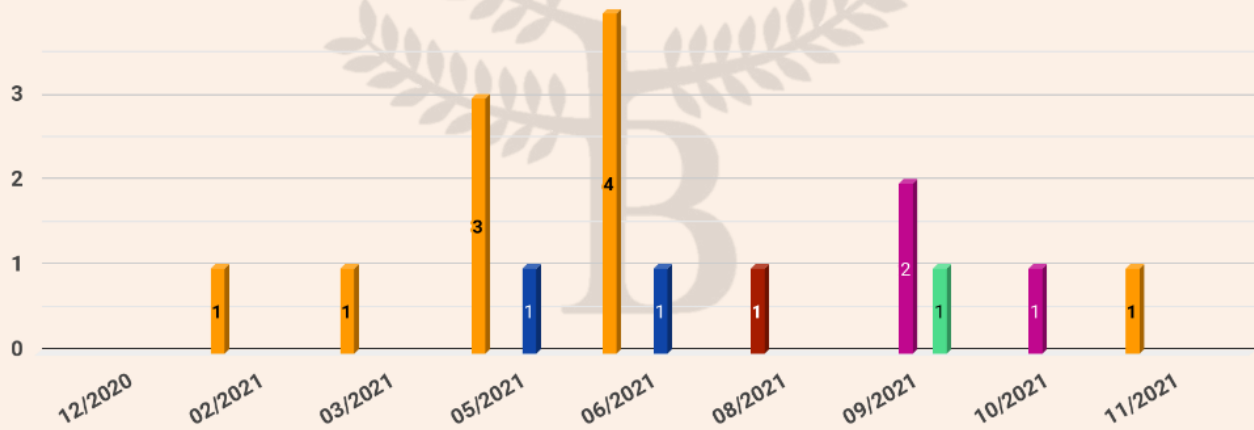
4.3 Voorvalle / Incidents

Dec 2020 - Nov 2021

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Dec 2020 - Nov 2021

■ Diefstal | Theft
 ■ Rooftog | Robbery
 ■ Kabel Diefstal | Cable Theft
■ Vandalisme | Vandalisme
 ■ Poging | Attempt



| Item | Description & Actions |
|---------------------|---|
| 5. Security Project | <p>Kobus explained that our strategy is to have a model where we collect money, so that we have a steady income each month from where we contract in Brinant but we also do some extra work like installing Cameras like our Camera project.</p> <p>The view is that we have to get to a place to where we have electronic surveillance in place-</p> <ul style="list-style-type: none"> - Get cameras - Get community to post on groups - To Hasse people who are suspect (by Contacting Brinant) <p>It makes the chances of them breaking in smaller, the fact that we have gate guards they are there for deterrents, not to stop the crime.</p> <p>What do you get if you are a member?</p> <ul style="list-style-type: none"> - Armed Response Vehicle (70%) (We do have a patrol group where the vehicles posts when they patrol and where) - Afterhour gate guards - Fencing and gates (which we maintain to some extent) - Number Plate recognition cameras at the gates (we pay a monthly fee for that) It gives a warning when a suspect vehicle enters the gates and it correlates with the police database. -Community is very important -Access to the response vehicle via <ul style="list-style-type: none"> ● Home alarm monitoring ● Cell phone ● Panic Button ● Community Radio ● Brunaly emergency WhatsApp group -Metal gate boards <p>- Radionet</p> <p>Please see page 20 for details about our radio network. A Voting was taken through our online survey and the results showed that only 11.4% of members choose to be part of the radio network.</p> |

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| <p>Vote Desicion</p> <p>- Eyes and Ears</p> <p>- Alarm Systems</p> | <p>An opportunity was given that someone could speak for the radio network and someone to assist in monitoring the radio network. - No one responded.</p> <p>- It has been decided that we will start to close down the radio channel.</p> <p>The risk with the radio network is, if no one is listening and you go to your radio and you call for help then there is no one.</p> <p>-We will rather go with the Whatsapp group and see what we can do there. We will investigate a talk app for your phone.</p> <p>Be on the lookout for scouts presenting as:</p> <ul style="list-style-type: none"> - Loiterers - Dustbin diggers <p>Ask vehicle to engage Prevention is better than cure</p> <p>Note about the ICASA Fee payable end of year - Amount is R330 this year (2021)</p> |
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| Item | Description & Actions |
|------------------|--|
| 6. Participation | <p>We have 198 paying members</p> <p>15 Excess Contribution 115 Full Contributions 68 Some contribution</p> <p>We update the participation map regularly (every 3-4months) . The latest map can be viewed on our website. Find your house, look at your neighbor and maybe get them to participate if they don't. If your property is indicated with the wrong color, we ask you to please send us an email with details to brunalypark@gmail.com</p> |

| Item | Description & Actions |
|-----------------------|--|
| 7. Security Providers | <p>We did look at a couple of quotes because we do not have a 24hr vehicle and can't afford a dedicated vehicle from Brinant yet. Please refer to page 26 for a detailed view.</p> <p>We considered all of them and there wasn't a massive difference. Securezza was a little bit cheaper than Brinat, but we will have only one vehicle in the area and it will be great having a 24hr vehicle and when there is trouble there wouldn't be back-up and after discussing this with Brinant they have agreed not to put through the 12% increase we were going to have for the net year.</p> <p>If and when we have a situation Brinant arrives with multiple vehicles and they are armed and that is the type of reaction we want when there is an Emergency.</p> <p>- Erick Becker</p> <p>Brinant's General Manager for Alarms, Explained that he doesn't manage projects like our's normally, but after a struggle with financial strains with regards to our 24hr vehicle but as well with performance and support, he took</p> |

over from our previous project manager and has 3 projects he runs this way. He stated that we should be actively involved in the community as we are close to the N4 and just like that suspects can disappear into Mamelodi. He recommends that we get involved with the CPF community as they integrate a little with SAPS and the rules are a little more strict.

He noted that when preparing for the meeting with Kobus (end of Sept) he went through the stats for the last 4 months (Jun-Sept) incidents and there were 4 house break-ins and only one house had an alarm system, and that alarm was not armed, it makes it very difficult for us as a response company to integrate the LPR, the biometrics, the guards, the patrolling all the initiatives that we do if the community doesn't participate. We should be all pro-active and not be re-active, Alarms should be installed before an incident happens. Have your place monitored.

If we can create a community where 75% of the community has alarm systems and is paying members we will not only be able to put back the 24hr vehicle but the community will be much safer.

If you have an alarm system, switch them on and test them regularly.

Question

If you stay in a complex, how does Brinant enter to get to your house?

Answer

It would be the same way your visitors get access to the complex, so if there is a special code, that code should be on your profile with Brinant so that if the vehicle needs to be dispatched they can be informed with the correct details. Should this change you can contact Brinant directly to make changes or you can contact Mar-Louise @Brunaly Park contact details and she will pass it on to Brinant.

Different scenarios for big complexes for example your complex has 60 units. The complex can create a unit 61 that is linked to a cellphone that is linked to Brinants control room, and the control room will then open the gate.

- Complaints

It is very easy to complain about the service, but what the directors see is that they do a lot to give us good service. We would just love to remind people that to rather complain that the gate guard is not doing his 'thing' rather just send an email to brunalypark@gmail.com with a date, a time, and a gate/ vehicle. If we send them any details it allows them to manage their staff, they are also just a business and if we do not give them feedback they will not know there is a problem.

It is our job to log tickets with them, but all details is necessary

- Brinant Fees & 24hr Vehicle

It will be about R23 000 extra to get our 24hr vehicle back. Which will increase our price to +/-R800 p/m per household at our current rate of income. Please refer to page 27-28 for a detailed view.

Votes

* Get back the vehicle and pay the extra fees?

Show of hands 24 out of 60 (Online voting results showed 24%)

* Rather not pay more and leep vehicle as is, 70% active in our community?

Show of hands 20 out of 60

Split it in the middle, more people can't afford the R780. Many people opt for it, let's see if we can get more people to take part.

See Page 29 for detailed view on online votes with this regard.

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| <p>- New Suggestion & vote</p> <p>Decision</p> | <p>Vote to give the directors the mandate to try and negotiate with the non participating groups even if it is lower rates or a special price for a first year and have an escalation period to the full price. This will give them the ability to partake even if it is only partially. (If a 100 units partake at a R100 a month which is not enough it calculates to R10 000 and that can be enough) By show of hands (did not count as it was more than 50% attending)</p> <p>No increase for now, we see what we can do with negotiation to get a little more from everyone so that we can close the gap to get the 24hr vehicle back</p> |
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| Item | Description & Actions |
|--------------------|---|
| 8. Implementations | <p>We have a bicycle guard for additional patrolling during 'shopping season' during the day. Only for December</p> <p>New Camera project - We elected to do the cameras differently from previously, because the last time we spent a lot of capital into the project and it ended up being one person's responsibility to maintain and that took many hours and got burned out, with fixing power, cutting tree branches, fixing wifi etc. and no one was available to assist.</p> <p>This time. The owner owns the camera, it will be the responsibility of the owner to maintain, to know when the camera is on or off, to confirm Wifi is working etc. this shifts the responsibility from one person. Kobus is willing to help but cant take the responsibility by himself.</p> <p>Page 32 gives a view from where cameras are currently up. If you have stable and uncapped wifi and you are in a place where there is still a gap please help us to get eyes on our streets. We can assist with installation.</p> |

8.2 Ligging / Location

Het jy onbeperkte Wifi??
Help ons om meer oë op ons strate te kry

Do you have uncapped Wifi??
Help us to get more eyes on our the streets

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



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| Item | Description & Actions |
| Question | When you walk past there is a beeping sound and a light that flashes from the camera. Can it be switched off? It was suggested to switch it off as it is attracting attention and that might increase the possibility to vandalism. |
| Answer | Yes it can be switched off. There are two arguments, yes there is a risk to vandalism but there is also the benefit of notifying the person that they are being watched and they move along. So knowing that you are being watched is a massive deterrent. |

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| Item | Description & Actions |
| 9. Finances | 2021 Book Year that runs up to February. We had a R81 031.39 profit for the year. Mostly because of the vehicle price that we changed from dedicated to 70% dedicated Bad debts written off that are not true debts, we moved to a new system (previously we would just take the money we get and create an invoice for it and then collect the money.) The new system actively invoices everybody every month but then we over connected some people, many people weren't really buying the service they were just contributing on and ad-hoc now and then and some people moved but never notified us, so most of that we found last year for the first time because we now have a system that manages that. |

9. Finances / Finances

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| Ledger | Description | Total |
|-------------------------------|------------------------|--------------------|
| - Expenditure Accounts | | -1551173.42 |
| EXP38 | Settlement discount | -703.5 |
| EXP57 | Discount allowed | -342.5 |
| EXP7 | Bad debts written off | -112226.5 |
| EXP23 | MVE - Repairs & Maint. | -1650 |
| EXP21 | Legal Fees | -750 |
| EXP5 | Accounting fee | -8193.75 |
| EXP64 | Security Expense | -1414195.58 |
| EXP8 | Bank Charges | -13111.59 |
| - Income Accounts | | 1632204.81 |
| INC5 | Donations/OverPay | 4311 |
| INC10 | Creditors Discount | 103.5 |
| INC1 | Security Income | 1623895.1 |
| INC9 | Bank Interest | 3895.21 |
| Balance Brought Foward | | R 81 031.39 |

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| - Bank Balance | Our Bank balance has grown significantly, we were literally in debt as we needed the debit orders to go off for the next month to pay the previous |
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month's invoice we were in the negative.
So we have grown greatly which was our goal for the year.

9.1 Huidige banksaldo / Current Bank Balance

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16 November 2021



| Bank Rekening Bank Account | Bedrag Amount |
|------------------------------|---------------------|
| Money Market | R 108 801.40 |
| Standard Bank | R 206 428.38 |
| First National Bank | R 10 168.57 |
| | R 325 398.35 |

- Bank Balance

Our Bank balance has grown significantly, we were literally in debt as we needed the debit orders to go off for the next month to pay the previous month's invoice we were in the negative.
So we have grown greatly which was our goal for the year.

10. Scanners

Our Scanners are both broken and need to be replaced.

Please see page 35 for a detailed view.

It will cost us roughly 35k once off to replace them with an additional subscription fee contract for 2 years of about 50k which will bring us to +/-R85 000 for the 2 years.

If we rent them it will be R96 600 for two years including the subscription fee.

The scanners have the benefit of giving the guard something to do and it also gives everybody the opportunity to complain about the guard that does not scan.

And when he does scan we get called out at night because someone swore and got aggressive towards the guard.

The overall feel with the online comments were that the scanners were not used sufficiently enough to be replaced

Question
Answer

Do we need scanners if we have the Number plate cameras?

Yes and no, the Cameras do not capture all the vehicles. It is technology that does have flaws nor does the gate scanners capture all the cars...

Questions &
Answers

* In the time we did have the scanners, what active benefit have they given us?

-They actually have never captured a stolen vehicle. The camera's have given

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| Q&A | <p>us better information.</p> <p>* Wouldn't that be better for us to rather use the capital and put more high resolution camera's up? -Yes we are already busy with that and adding a fisheye camera or a camera that focuses on the booms. We already have video of the vehicles and the number plate cameras.</p> <p>* How long did the previous scanners laste? - A Year and a half (the one still scans but doesn't connect to the internet anymore.)</p> <p>* If we replace the scanners, who will pay for it? - Brunaly Park will pay for it with the surplus we have built the last couple of months.</p> <p>* What does Brinant say about the scanners as they deal with a lot of other closed off areas too. - Erick responded: There are a few challenges with the scanners, not only are they vulnerable and break but also with the POPIA act people get quite clever and because we are not allowed to deny access to anyone they state that they do not have to give their information etc. These scanners are good for control like in estates where you want to track who comes in and goes out. The scanner must be real time to give real time feedback but that is what the number plate cameras also do.</p> |
| Statement | <p>The scanners are a deterrent, but now everybody just gets to go through. With the scanners the guards had a reason to come out, now there is no reason for them, which leaves us with a problem.</p> |
| Votes | <p>Online votes were nearly a draw with 52% wanting to replace the scanners and 48% to not replace them. By show of hands, replace the scanners 2 out of 60 We will however have a look at this again in the new year.</p> |

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| Q & A | <p>* Does the interim order prehend us from putting up an island and closing down? - Yes there are some restrictions noted on the interim order, it states that we are not allowed to have an impact on traffic, that is why we open the gates in church times and during the day, so island will be a problem. So if we want to go that route we will have to resubmit an application.</p> |
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| 11. Substitutue Directors | No Volunteers, No one opposed to the directors staying directors. |
| 12. Online feedback | We did have a few volunteers that will help out. |

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| 13. How to join | Please refer to page 39 & 40 or you can visit the website for more information. |
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| 14. Online Questions | Please refer to page 41 |
| Additional - | If you walk past paper/ rubbish please pick it up and throw it in the dustbin. If you walk your dogs please pick-up their mess. |

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| | <p>The church will assist in getting easy clean out dustbins under the pine trees for rubbish.</p> <p>It is not a good place to park under the pine trees, there is a history there of silitation and it is right in front of Oak Thorn and alarm does go off because of the history we've had. Rather invite them to park inside the church grounds where it is safe.</p> <p>*What does the 70% vehicle mean? It means that the vehicle is not dedicated to our area, so the compromise we have is that we do not have 1 vehicle that services our area but 3-4 vehicles that services us with response in our vehicle. Our vehicle is also allowed to respond in neighboring areas.</p> <p>We see Brinant vehicles in the Area, much more now. We think the 70% vehicle might be a better option as we save money and we have more reactors. But it might be what caused us to have a little more crime this year.</p> <p>In the time we had the spike in crime was the period that Brinant did not do shift changes at the church, since they restarted doing their shift changes there again the crime clearly went down. Which brings the visibility up.</p> |
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| 15. Conclusion | <ul style="list-style-type: none"> - The radioNet We will be canceling the radio network, but look at alternatives - Monthly Fee It will stay the same, and we will try and recruit more members by negotiating prices with them. - Scanners ... We will not replace the scanners now, but have a look at possible other options in the new year - Camera's C3W Pro It is a great product and people are happy with it. The Camera is the owners responsibility - Directors team ... Directors stays directors for 2022 |
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| 16. Thank you | Meeting adjourned |
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16. Dankie / Thank you

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| <p style="text-align: center; color: #800000; font-weight: bold;">Dankie vir u deelname & teenwoordigheid</p> <p style="text-align: center;">❖ Notules sal op die webwerf gepubliseer word</p> <div style="text-align: center;">  </div> <p style="text-align: center; font-weight: bold; font-size: small;">SLAAP MET EEN OOR OP EN EEN OOR AF...</p> | <p style="text-align: center; color: #800000; font-weight: bold;">Thank you for your participation & attendance</p> <p style="text-align: center;">❖ Minutes will be published on the website</p> <div style="text-align: center;">  </div> <p style="text-align: center; font-weight: bold; font-size: small;">SLEEP WITH ONE EAR UP AND ONE EAR DOWN...</p> |
|---|--|