OUDE WESTHOF MASTERS HOME OWNERS ASSOCIATION

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OUDE WESTHOF MASTERS HOME OWNERS ASSOCIATION HELD PROTEA VALLEY CHURCH ON 2 JUNE 2026

1. Welcome and opening

Mr. Christiaan Barnard welcomed the members present and declared the meeting constituted. At the first meeting held on the 26th of May 2026 a quorum was not present and the meeting was reconvened to 02 June 2026. He introduced all the trustees who served during the 2026 financial year and thanked them for their hard work and dedication throughout the year. He also thanked CapeCore (Pty) Ltd, Mr. Danie de Wet, Mrs. Ronel Viljoen and all the service providers.

2. Confirmation of quorum

Thirty five (35) owners, representing 5.68% of the total ownership either by proxy or in person, were in attendance.

3. Apologies

Mr. Leon Badenhorst and Mr.Thornton le Roux

4. Confirmation of the minutes of the previous Annual General Meeting held on 20 May 2025.

The members present accepted the minutes.

5. Chairperson's Report on Administration March 2025 to February 2026

Mr. Christiaan Barnard presented his report. He highlighted the following:

- Communication: The trustees keep the members informed via quarterly newsletters, bulk emails, OWH web page, Facebook and WhatsApp Groups.
- Security: Security remains the number one priority of the OWMHOA and forms the majority of the expenditure budget. The completed projects for the past financial year are listed in the chairman's report.
- Environment: Overall the area is neat and tidy. A list of the completed projects for the past financial year are listed in the chairman's report.

6. Financial report on Audited Statements and Budget

Mr. Christiaan Barnard presented the financial report. He highlighted the following:

- As a general rule, 3 months' overheads are held in cash;
- A surplus of R91,844 was generated for the 2026 financial year.
- It was proposed by the trustees that levies increase by 3,5% for the 2027 financial year, effective 01 March 2026, to align with the financial year. Freestanding homes increased from

R487 to R504 per month and group housing units increased from R243 per unit to R252 per unit per month.

• The HOA's priority remains security. 47% of budgeted expenditure is security related.

• At year end the reserve fund had a balance of R1 397 473.00

7. Resolutions
The following resolutions were tabled:

7.1 Approval – Audited Annual Financial Statements for the year ended 28 February 2026
The Annual Financial Statements for the year ended 28 February 2026 were approved by the members present.

7.2 Approval – Budget for the year ending 28 February 2027
The budget for the year ending 28 February 2027 was approved by the members present.

7.3 Approval of levies for 2026/2027
Approval of the levies for the 2027 financial year as being R504 (single stands) and R252 (group housing) were furnished by the members present.

7.4 Approval of appointment of auditors
The appointment of auditors, IJ Smith & Co, were approved by the members present.

7.5 Approval of appointment of Controlling Architects
Maryke Maree as Controlling Architect for the forthcoming year, was approved by the members present.

7.6 Approval of appointment of Managing Agents
The appointment of CapeCore Property Management (Pty) Ltd as Managing Agents for the forthcoming year, was approved by the members present.

7.7 Approval of appointment of ADT as Neighbourhood Security provider
The appointment of ADT as Neighbourhood Security provider for the forthcoming year, was approved by the members present.

7.8 Approval of funds for expenditure of non- HOA property/Van Riebeeckshof Valley NPC
The members present approved the resolution that the incoming Trustees are authorized to approve expenditure on assets that do not belong to the Home Owners' Association, such as the greenbelts, sidewalks and payments in favour of the Van Riebeeckshof Valley NPC.

7.9 Approval of Trustee rebate
The members present approved the resolution allowing a monthly rebate to trustees equal to one month's levy.

8. Election of the trustees up to and including the next Annual General Meeting
The trustees duly nominated and accepted for trusteeship, for this financial year by the meeting, as proposed were:

Mrs. Robyn Viljoen (5th Term)
Mr. Morne Viljoen (8th Term)
Mr. Leon Badenhorst (4rd Term)
Mr. Christiaan Barnard (4rd Term)
Mr. Thornton le Roux (4rd Term)
Mrs. Rozaline Kolbe (1st Term)

Mr. Werner Greeff would remain on as an advisory trustee.

9. General
Member present enquired about the security breach that occurred in the greenbelt. The Chairperson, Mr Morne Viljoen, together with Mr Sean Pigden from ADT, confirmed that no one was injured during the incident. The affected resident's alarm system was not armed at the time, and there was no evidence of forced entry. It was further noted that the LPR camera would not identify a vehicle unless it had previously been recorded on the security system.

Members were reminded of the importance of remaining vigilant and reporting any suspicious activity. The Chairperson advised that a quotation had been requested for the installation of an additional cameras. Mr Werner Greeff suggested that residents establish street WhatsApp groups to facilitate communication and improve neighbourhood awareness.

Members also raised concerns regarding speeding vehicles. The Chairperson, together with Mr Morne Viljoen and Mr Werner Greeff, advised that this falls within the jurisdiction of Law Enforcement. It was agreed that the matter would be highlighted in the next community newsletter.

Ward Councillor Mrs Ronel Viljoen confirmed that the Blanc de Noir pathway project had been approved by the City of Cape Town and included in the 2027 budget.

10.Adjournment
As there was no further business to be discussed, the meeting adjourned at 19h30.