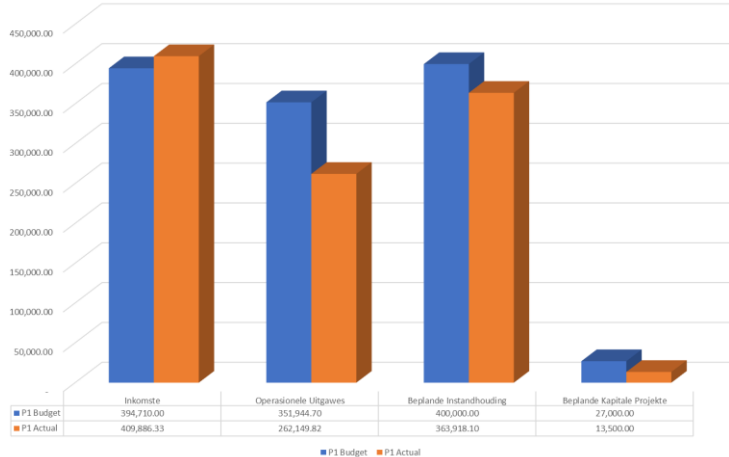


**BLUE RIDGE HEV (101)**

**NOTULE VAN DIE TRUSTEE VERGADERING VAN BLUE RIDGE HEV WAT GEHOU IS OP  
2023/09/13 OM 09H00 OP PERSEEL**

**MINUTES OF THE COMMITTEE MEETING FOR BLUE RIDGE HOA THAT WAS HELD ON  
2023/09/13 AT 09H00 ON SITE**

|          |                                                                                 |                                                                |  |
|----------|---------------------------------------------------------------------------------|----------------------------------------------------------------|--|
| <b>1</b> | <b>Konstituering</b>                                                            | <b>Constitution</b>                                            |  |
|          | 4 Trustees is teenwoordig en die vergadering is gekonstitueer.                  | 4 Trustees are present and the meeting is duly constituted.    |  |
| <b>2</b> | <b>Verwelkoming</b>                                                             | <b>Welcoming</b>                                               |  |
|          | Die voorsitter, AvH, open die vergadering en verwelkom almal teenwoordig.       | The chairman, AvH, opens the meeting and welcomes all present. |  |
| <b>3</b> | <b>Teenwoordig &amp; verskoning</b>                                             | <b>Present &amp; Apologies</b>                                 |  |
|          | <u>Teenwoordig / Present</u>                                                    |                                                                |  |
|          | A van Huyssteen (AvH)<br>L Neveling (LN)<br>E Potgieter (EP)<br>T Teichert (TT) |                                                                |  |
|          | <u>Verskoning / Apology</u>                                                     |                                                                |  |
|          | K Teichert (KT)<br>W van der Merwe (WvdM)<br>H Radley (HR)                      |                                                                |  |
| <b>4</b> | <b>Goedkeuring van vorige notule:<br/>2023/08</b>                               | <b>Approval of previous minutes:<br/>2023/08</b>               |  |
|          | Die notule, soos voorgedra, word goedgekeur.                                    | The minutes, as presented, are approved.                       |  |
| <b>5</b> | <b>Sake voortspuitend uit die vorige notule:</b>                                | <b>Matters arising from previous minutes:</b>                  |  |
|          | Sake word onder agendapunte hanteer.                                            | Matters will be dealt with under agenda items.                 |  |

| 6                          | Versekering                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Insurance                                                                                                                                                                                                                                                    |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|----------|------------|------------|-----------------------|------------|------------|-------------------------|------------|------------|----------------------------|-----------|-----------|--|
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            | Die Trustees besluit om 'n eis in te dien na 4D Vervoer die hek beskadig het aangesien dit lyk of die kontrakteur en sub-kontrakteur 'n probleem gaan hê met wie aanspreeklik is. Dit beteken nie dat die eienaar/bouer kwytgeskeld word van aanspreeklikheid nie. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 4D Vervoer damaged the gate and the Trustees decide to submit a claim because it seems that the contractor and sub-contractor are having a problem as to who must take responsibility. This does not mean that the owner/contractor's liability is absolved. |                                                                                                                                                                                             | PPM       |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
| 7                          | Finansies                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Finance                                                                                                                                                                                                                                                      |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            | 7.1                                                                                                                                                                                                                                                                | Bestuurstase                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 7.1                                                                                                                                                                                                                                                          | Management Statements                                                                                                                                                                       |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    | Die state, soos voorgelê, word goedgekeur. AVH hou grafieke voor wat die eerste helfte van die jaar se spandings teenoor begroting weergee en dit sal in die notule vervat sal word.                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                              | The statements, as presented, are approved. AVH presents graphs that represent the actual spending vs the budget for the first half of the year and it will be incorporated in the minutes. |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    | <div>P1 Budget Summary</div>  <table><thead><tr><th>Kategorie</th><th>P1 Budget</th><th>P1 Actual</th></tr></thead><tbody><tr><td>Inkomste</td><td>394,710.00</td><td>409,886.33</td></tr><tr><td>Operasionele Uitgawes</td><td>351,544.70</td><td>262,149.82</td></tr><tr><td>Beglante Instandhouding</td><td>400,000.00</td><td>363,918.10</td></tr><tr><td>Beglante Kapitale Projekte</td><td>27,000.00</td><td>13,500.00</td></tr></tbody></table> |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             | Kategorie | P1 Budget | P1 Actual | Inkomste | 394,710.00 | 409,886.33 | Operasionele Uitgawes | 351,544.70 | 262,149.82 | Beglante Instandhouding | 400,000.00 | 363,918.10 | Beglante Kapitale Projekte | 27,000.00 | 13,500.00 |  |
| Kategorie                  | P1 Budget                                                                                                                                                                                                                                                          | P1 Actual                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
| Inkomste                   | 394,710.00                                                                                                                                                                                                                                                         | 409,886.33                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
| Operasionele Uitgawes      | 351,544.70                                                                                                                                                                                                                                                         | 262,149.82                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
| Beglante Instandhouding    | 400,000.00                                                                                                                                                                                                                                                         | 363,918.10                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
| Beglante Kapitale Projekte | 27,000.00                                                                                                                                                                                                                                                          | 13,500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            | 7.2                                                                                                                                                                                                                                                                | Bank balanse                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 7.2                                                                                                                                                                                                                                                          | Bank balances                                                                                                                                                                               |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    | Lopend / Current R 51 921<br>Bou / Building R121 191<br>Reserwe / Reserve R 882 299<br>Kleinkas / Petty Cash R 1750<br>Totaal / Total R 1 057 164                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            | 7.3                                                                                                                                                                                                                                                                | Uitstaande heffings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 7.3                                                                                                                                                                                                                                                          | Outstanding levies                                                                                                                                                                          |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    | PPM bevestig dat twee van die drie eienaars betaal het en daar dus tans net een uit 101 agterstallig is. Indien daar nie 'n betaling gemaak word nie, sal die eienaar oorhandig word vir invordering.                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                              | PPM confirms that two of the three owners paid and there is only one out of 101 in arrears. If no payment is made, the owner will be handed over for collection.                            |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
| 8                          | Argitektonies                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Architectural                                                                                                                                                                                                                                                |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            |                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                              |                                                                                                                                                                                             |           |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |
|                            | WvdM het met Proplan bevestig dat die planne ingedien sal word. Die fooi hiervoor                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | WvdM confirmed that Proplan will submit the plans. The fee for the submission                                                                                                                                                                                |                                                                                                                                                                                             | WvdM      |           |           |          |            |            |                       |            |            |                         |            |            |                            |           |           |  |

|           |                                                                                                                                                                                             |                                                                                                                                                                                                        |                         |
|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
|           | mag betaal word.                                                                                                                                                                            | may be paid.                                                                                                                                                                                           |                         |
| <b>9</b>  | <b>Sekuriteit</b>                                                                                                                                                                           | <b>Security</b>                                                                                                                                                                                        |                         |
|           | Verwys na item onder hening onderhoud.                                                                                                                                                      | Refer to item under fence maintenance.                                                                                                                                                                 |                         |
| <b>10</b> | <b>Infrastruktuur</b>                                                                                                                                                                       | <b>Infrastructure</b>                                                                                                                                                                                  |                         |
|           | LN bevestig dat 'n vergadering gehou is met die Munisipale boubeheer. Die inkonsekwente hantering van die pype/skag aangeleentheid moet na die beherende argitek verwys word vir 'n opinie. | LN confirms that a meeting was held with the municipal building control. The inconsistent manner of adjudication of the pipe/shaft issue must be referred to the controlling architect for an opinion. | <b>LN</b>               |
| <b>11</b> | <b>Instandhouding &amp; tuine</b>                                                                                                                                                           | <b>Maintenance and gardens</b>                                                                                                                                                                         |                         |
|           | Die volgende besluite word geneem;                                                                                                                                                          | The following decisions are made;                                                                                                                                                                      |                         |
|           | 1. Cear Vu-pale op Westelike grens moet herstel word.                                                                                                                                       | Clear Vu pillars on Western boundary must be repaired.                                                                                                                                                 | <b>EP</b>               |
|           | 2. Tuin - Kunsmis mag aangekoop word en 'n aalwyn mag aangekoop word om die dooie een in Floraweg te vervang.                                                                               | Garden - Fertilizer may be purchased and an Aloe may be purchased to replace the one that died in Flora Road.                                                                                          | <b>EP</b>               |
|           | 3. Alurame vir die vulliskamer mag aangekoop word.                                                                                                                                          | Alu-frames may be purchased for the refuse room.                                                                                                                                                       | <b>EP</b>               |
|           | 4. Die addisionele handreling langs die kantoorgebou gaan baie duur uitwerk en besluit is om nie voort te gaan nie.                                                                         | The additional handrails next to the office building will be very expensive and the decision is not to install.                                                                                        | <b>TT</b>               |
|           | 5. Voorsiening sal gemaak word vir twee nuwe hek motors in die begroting.                                                                                                                   | Provision will be made for two new gate motors in the budget.                                                                                                                                          | <b>AvH</b>              |
|           | 6. Die oorblywende panele wat in Floraweg vervang is mag as skroot verkoop word.                                                                                                            | The remaining panels that were replaced in Flora Road may be sold as scrap.                                                                                                                            | <b>EP</b>               |
|           | 7. Mangat by BR018 mag herstel word.                                                                                                                                                        | The manhole at BR018 may be repaired.                                                                                                                                                                  | <b>EP</b>               |
| <b>12</b> | <b>Personeel</b>                                                                                                                                                                            | <b>Staff</b>                                                                                                                                                                                           |                         |
|           | Killa het die nodige dokumentasie bekom wat hom toelaat om in RSA te werk terwyl sy permanente aansoek verwerk en oorweeg word.                                                             | Killa received the necessary documentation allowing him to work in RSA while his application for permanent permission is being processed and considered.                                               |                         |
|           | EP sal die teenwoordigheidsregister en verlof register op datum hou en maandeliks na PPM stuur teen die 20ste om op die salarisstrokke aan te teken.                                        | EP will keep the attendance register and leave register up to date and submit same to PPM by the 20 <sup>th</sup> to record on the payslip.                                                            | <b>EP</b><br><b>PPM</b> |
| <b>13</b> | <b>Algemeen</b>                                                                                                                                                                             | <b>General</b>                                                                                                                                                                                         |                         |
|           | Alle items sal onder 15 hanteer word.                                                                                                                                                       | All items will be dealt with under 15.                                                                                                                                                                 |                         |
| <b>14</b> | <b>Besluite tussen vergaderings wat via Epos/WhatsApp gemaak is.</b>                                                                                                                        | <b>Decisions between meetings made via Email/WhatsApp</b>                                                                                                                                              |                         |
|           | Die volgende besluite was geneem:                                                                                                                                                           | The following decisions were made:                                                                                                                                                                     |                         |

|           |                                                                                                                                         |                                                                        |  |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|--|
|           | 1. Aankoop van PPE<br>2. Herstel van hek<br>3. Verf van hek                                                                             | Purchase of PPE<br>Repair of gate<br>Painting of gate                  |  |
|           |                                                                                                                                         |                                                                        |  |
|           |                                                                                                                                         |                                                                        |  |
| <b>15</b> | <b>Privaat aangeleenthede</b>                                                                                                           | <b>Private Matters</b>                                                 |  |
|           |                                                                                                                                         |                                                                        |  |
|           | Nie vir publisering                                                                                                                     | Not for publishing                                                     |  |
|           |                                                                                                                                         |                                                                        |  |
| <b>16</b> | <b>Datum van volgende vergaderings</b>                                                                                                  | <b>Date of next meetings</b>                                           |  |
|           |                                                                                                                                         |                                                                        |  |
|           | 11 Oct<br>8 Nov                                                                                                                         |                                                                        |  |
|           |                                                                                                                                         |                                                                        |  |
|           | Met geen verdere items om te bespreek nie,<br>sluit die vergadering om 10.35 af.                                                        | With no further matters to discuss, the<br>meeting concludes at 10.35. |  |
|           |                                                                                                                                         |                                                                        |  |
|           | Goedgekeur / Approved:<br><br>Datum / Date: 2023/10/11 |                                                                        |  |