



## Notule Ledevergadering / *Minutes Member Meeting*

**Datum / Date:** 23 November 2021  
**Tyd / Time:** 15:00-17:00  
**Plek / Venue:** Kerksaal / Church Hall,  
 h/v // c/o Molen & Borchard  
 (Alle Covid 19 protokolle geld /  
*All Covid 19 protocols to be observed*)

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**1 Opening en verwelkoming / Opening and welcome:** Thabani Mhlongo  
verwelkom almal teenwoordig / [Thabani Mhlongo welcomes everyone present.](#)

## **2 Attendance / Presensie**

### **2.1 Directors / Direkteure**

Present / [Teenwoordig](#):

- 1 Thabani Mhlongo (NWU)
- 2 Des Ayob (NWU)
- 3 Johann Holm (Community safety / [Gemeenskap veiligheid](#))
- 4 Benje Ouwencamp (Properties zoned for educational purposes / [Eiendomme wat vir opvoedkundige doeleindes soneer is](#))
- 5 JBM (Vacant / Vakant)
- 6 JBM (Vacant / Vakant)

Apologies / [Verskonings](#):

- 1 Daryl Balia (NWU, Chair / [Voorsitter](#))
- 2 Deon T Fourie (Members – Households / [Lede - Huishoudings](#))
- 3 Bertus Els (Bult businesses / [Bult besighede](#))

A moment of silence to honour the life of late director Frans van Niekerk. Our condolences to his family and friends / ['n Oomblik van stilte om die lewe van oorlede direkteur Frans van Niekerk te eer. Ons meegevoel gaan uit aan sy familie en vriende](#)

### **2.2 Lede / Members**

Ledelys met die presensie en verskonings is beskikbaar op aanvraag / [Member list with those present and the apologies is available on request](#)

Nadri Zitzke rapporteer dat 'n kworum (meer as 10%) teenwoordig is, nl 17,27% (48 van 278 eiendomme / [Nadri Zitzke reports that a quorum \(more than 10%\) is present, namely 17,27% \(48 of 278 properties\).](#)

### **2.3 Management / Bestuur**

- 1 Johan Naude (AB / [GM](#))
- 2 Nadri Zitzke (Accountant / [Rekenmeester](#))

### **2.4 Diensverskaffers / Service Providers**

- 1 Johann & Christiaan Haefele (Moorivier Beskerming) - Verteenwoordig deur / [Represented by](#) Roland Bekker & Charlene Haefele
- 2 Werner van der Merwe (Deswalner Recycling) - Verteenwoordig deur / [Represented by](#) Monique Britz
- 3 Danie Oosthuizen (Servest) – Verskoning / [Apology](#)

### 3 Die agenda word vasgestel / [The agenda is determined](#)

### 4 Minutes of previous meeting / [Notule van die vorige vergadering](#)

#### 4.1 Ledevergadering / [Members' Meeting 2020-11-03 \(Rondstuur-goedkeuring / approved via Round Robin. Addendum: \[Notule Minutes AJV AGM 2020-11-03 Cachet Park CID plus Ledelys Member List.pdf\]\(#\)](#)

### 5 Matters arising from previous meeting / [Sake uit die vorige notule](#)

Geen / [None](#)

### 6 Status verslag / [Status report](#)

#### 6.1 Mylpale van 2021 / [Milestones of 2021](#)

- Cachet Park CID het 'n voertuig deur die NWU ontvang in Junie 2021 wat operasionele dienste vergemaklik.
- Cachet Park CID begin die #NEEDTOBLEED veldtog saam met SANBS om elke 56 dae bloedskenk-veldtogte op die park te hou.
- Cachet Park CID sluit 'n ooreenkoms met Shout-It-Now om gereeld gratis HIV toetse asook voorkomings veldtogte op die Bult hou.
- Elektriese kragbokse op die Bult was skoongemaak en oorgeverf.
- Cachet Park CID in samewerking met Karlien dameskoshuis het die Elizabeth Bate speelgrond skoongemaak tydens CleanUp Potch skoonmaakweek.
- Ons het Potchefstroom Eikelaan-Erfenis ondersteun om 20 nuwe eikebome in die laan te plant.
- Cachet Park CID en Mooirivier Beskerming het deelgeneem aan die NWU veiligheid beraad in Junie 2021 en met studente verteenwoordigers gepraat en wenke gedeel oor persoonlike veiligheid.
- Besigheidsbestuur-studente van NWU het in samewerking met Cachet Park CID 20 spekbome in die tuine op die Bult geplant, CPCID het ook die res van die tuine ontwikkel.
- Cachet Park CID het die slaggate in Cachet Park parkering laat regmaak.
- Voetgange by Laerskool Moorivier en Potchefstroom Gimnasium was deur Cachet Park CID oorgeverf om veiligheid van skoliere te verbeter.
- Cachet Park CID in samewerking met iDuc stel die iDuc veiligheidshub bekend om slagoffers van verkragting by te staan deur mediese sorg en berading beskikbaar te maak op die Bult.
- Cachet Park CID neem deel aan die Potchefstroom Sakekamer skattejag en die kantore word as skatkis gebruik.
- [Cachet Park CID obtained a vehicle from NWU in June 2021 to use for operational purposes.](#)

- Cachet Park CID launches the #NEEDTOBLEED campaign with SANBS to host blood-drives on the park every 56 days.
- Cachet Park CID agree to host Shout-It-Now periodically who provides free HIV testing, counselling, and prevention campaigns to students in the area.
- The electrical boxes on the Bult were cleaned and repainted.
- Cachet Park CID in cooperation with Karlien residence cleaned the Elizabeth Bate playground during CleanUp Potch clean-up week.
- We planted 20 new oak trees in cooperation with Potchefstroom Heritage Oak-Lane association.
- Cachet Park CID and Moorivier Beskerming participated in the NWU Safety Summit in June 2021, focused on providing safety and security tips to students and student representatives.
- Business management students in collaboration with Cachet Park CID planted 20 elephant bush trees in the Bult gardens, the rest of the gardens were also developed.
- Cachet Park CID repaired the potholes in Cachet Park parking area.
- The pedestrian crossings at Mooirivier Primary and Potchefstroom Gimnasium were repainted to improve student safety.
- Cachet Park CID in collaboration with iDuc launched the iDuc Safety Hub at the containers to provide a haven for victims of rape and abuse, where counselling and medical assistance will be provided if necessary
- Cachet Park CID take part in the annual Potchefstroom Business chamber treasure hunt.

**Besluit / Resolved:** Kennisgeneem, ten spyte van Covid-19 beperkings is die CID dankbaar vir wat wel bereik is / **Noted, despite Covid-19 restrictions, the CID is grateful for what has been achieved**

## 6.2 Lidopname / Member uptake

### 6.2.1 Lidopname tans / Membership uptake at present:

Die afgebakende gebied beskik oor 679 eiendomme, en die totale lidgeld beloop R1 174 906,31. Die lidopname sien tans soos volg daar uit:

- 69,38% van die eiendomme is lid
- 52,63% van die volle lidgeld word betaal
- 3,18% eienaars weier lidmaatskap
- 15,52% eienaars oorweeg nog lid-word
- 11,92% eienaars is nog in proses van identifisering

Die volgende tabel wys die lidword-stand die afgelope jaar, vooruit geskat tot Februarie 2022:

WERKLIK	WERKLIK	WERKLIK	WERKLIK	WERKLIK	WERKLIK
2021	2021	2021	2021	2021	2021
MAART	APRIL	MEI	JUNIE	JULIE	AUGUSTUS
% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld
54,75%	54,43%	54,40%	54,34%	54,10%	52,73%

WERKLIK					
2021	2021	2021	2021	2022	2022
SEPTEMBER	OKTOBER	NOVEMBER	DESEMBER	JANUARIE	FEBRUARIE
% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld
52,63%	52,68%	52,73%	52,79%	52,84%	52,90%

The demarcated area has 679 properties, and the total membership fee is R1 174 906,31. The member uptake currently is the following:

- 69,38% of the properties are members
- 52,63% of the full member fees are being paid
- 3,18% of property owners refuse membership
- 15,52% of property owners are still considering membership
- 11,92% of property owners are still in the process of being identified

The following table shows the member uptake status over the past year, projected until February 2022:

ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
2021	2021	2021	2021	2021	2021
MARCH	APRIL	MAY	JUNE	JULY	AUGUST
% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee
54,75%	54,43%	54,40%	54,34%	54,10%	52,73%

ACTUAL					
2021	2021	2021	2021	2022	2022
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee
52,63%	52,68%	52,73%	52,79%	52,84%	52,90%

**Besluit / Resolved:** Kennisgeneem, met waardering aan betalende lede ten spyte van die Covid-19 pandemie. Die afname in lidopname is hoofsaaklik as gevolg van swak okkupasie in komplekse / **Noted with appreciation to paying members despite the Covid-19 pandemic.** The decrease in membership uptake is mainly due to poor occupation in complexes.

## 6.2.2 Planned membership uptake 2022 / Beplande lidopname 2022

The following table shows the planning for membership uptake for February 2022 to March 2023:

2022	2022	2022	2022	2022	2022
MARCH	APRIL	MAY	JUNE	JULY	AUGUST
% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee
52,90%	53,55%	54,19%	54,84%	55,48%	56,13%

2022	2022	2022	2022	2023	2023
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee	% of Membership fee
56,77%	57,42%	58,06%	58,71%	59,35%	60,00%

Die volgende tabel wys die lidword-beplanning vir Februarie 2022 tot Maart 2023:

2022	2022	2022	2022	2022	2022
MAART	APRIL	MEI	JUNIE	JULIE	AUGUSTUS
% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld
52,90%	53,55%	54,19%	54,84%	55,48%	56,13%

2022	2022	2022	2022	2023	2023
SEPTEMBER	OKTOBER	NOVEMBER	DESEMBER	JANUARIE	FEBRUARIE
% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld	% van Lidgeld
56,77%	57,42%	58,06%	58,71%	59,35%	60,00%

## **6.3 Dienste / Services**

### **6.3.1 Sekuriteitsdienste / Security Services**

#### **Agtergrond / Background**

Moorivier Beskerming word steeds gebruik as diensverskaffer vir sekuriteitsdienste vir Cachet Park CID. Moorivier Beskerming moniteer tans 194 CCTV kameras in die afgebakende gebied en het reaksie 24 uur 7 dae per week by ons kantore op die Bult. Ons ooreenkoms met Moorivier Beskerming is dat daar voorsiening gemaak word vir 'n moontlike verhoging van 4.5% in lyn met vpi. in dienskosse.

Vanaf Februarie tot einde Oktober was daar 125 ernstige insidente op die CCTV netwerk opgemerk, 955 verdagte persone uit die afgebakende gebied verwyder en 23 arrestasies was gemaak. Algemene voorvalle soos motor botsings en studente oortredings is nie op die lys nie.

Moorivier Beskerming is the nominated service provider for security services for Cachet Park CID. Moorivier Beskerming monitors 194 cameras within the demarcated area with reaction services stationed on the Bult 24 hours a day, 7 days a week. We concluded that an increase of no more than 4.5% in line with cpi. be budgeted for the 2022 financial year. Since February 2021 to the end of October 2021, 125 incidents were captured on the CCTV network, 955 suspicious persons were removed from the area and 23 arrests were made during this period. Misc. events such as vehicular accidents and student misconduct are not on this list.





### 6.3.1.2 Maandelikse uitgawes / Monthly expenditure

Die maandelikse uitgawes beloop R292 956 p / m, met die volgende kostedrywers:

a)	Sekuriteitspersoneel 24/7:	R 16 611,00	5,67% van totaal
b)	Gewapende reaksie:	R 120 750,00	41,22% van totaal
c)	Kameramonitoring:	R 155 595,00	53,11% van totaal
		R 292 956,00	

The monthly expenditure is R292 956 p/m, with the following cost drivers:

a)	Security Staff 24/7:	R 16 611,00	5,67% of total
b)	Armed Response:	R 120 750,00	41,22% of total
c)	Camera Monitoring:	R 155 595,00	53,11% of total
		R 292 956,00	

### 6.3.1.3 Diensvlak-ooreenkoms / Service level agreement

Die diensvlak-ooreenkoms met Mooirivier Beskerming was as selfstandige dokument saam met die agenda uitgestuur / The service level agreement with Mooirivier Beskerming was sent as separate document with the agenda: [2021-11-23 SLAs.pdf](#)

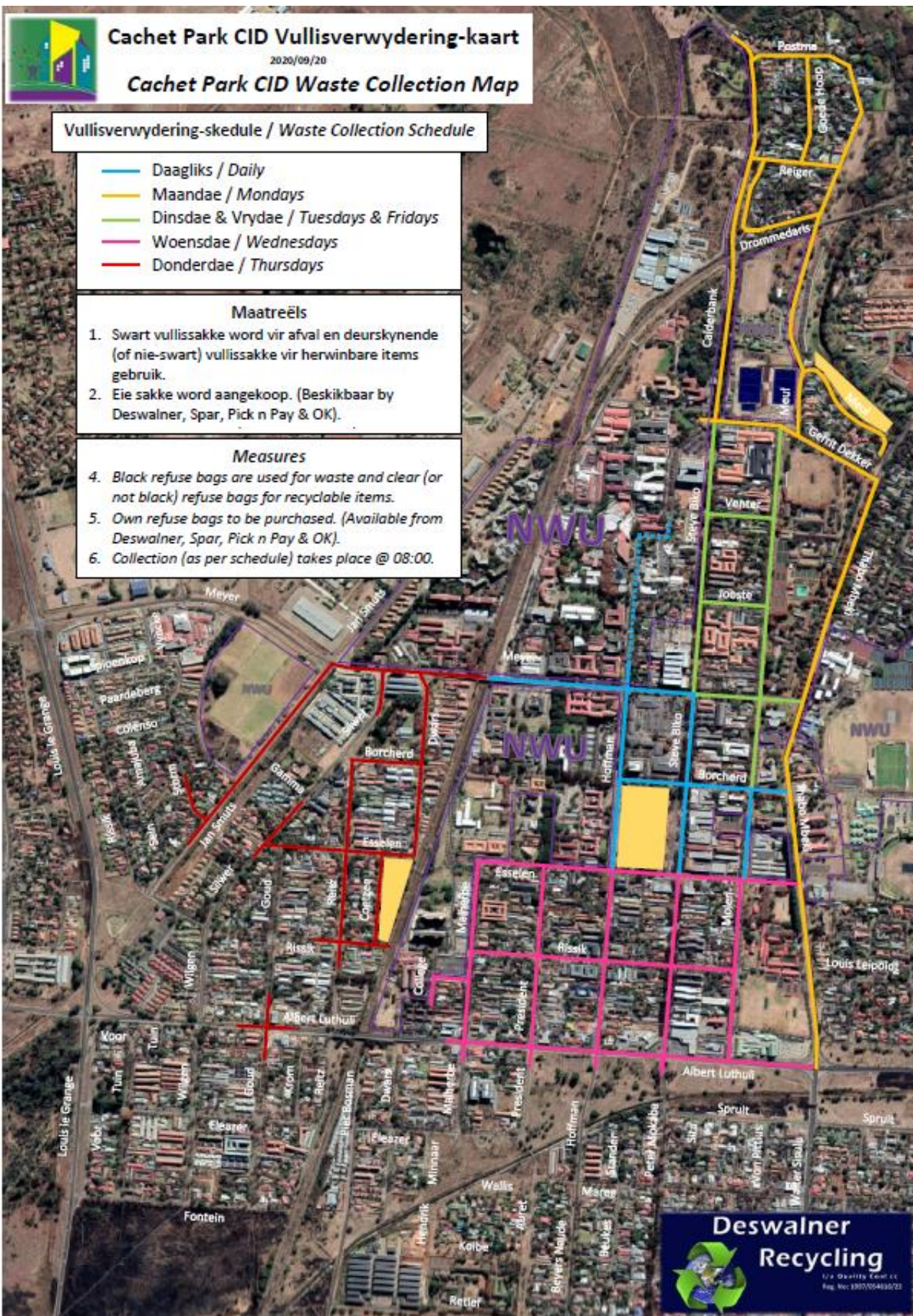
**Besluit / Resolved:** Kennisgeneem / Noted

### 6.3.2 Vullisbestuurdienste / Refuse removal and recycling service

Deswalner Recycling word steeds gebruik as diensverskaffer vir alle vullisbestuurdienste in die afgebakende gebied. Ongeveer 40-ton vullis word weekliks uit die afgebakende gebied verwyder waarvan ±68% herwin word. Voorsiening vir 'n verhoging van 4.5% in lyn vpi. is gemaak.

Deswalner Recycling is still the service provider for refuse removal in the demarcated area. Roughly 40 tons of waste is removed from the demarcated area per week with ±68% being recycled. Provision for a potential increase of 4.5% in line with cpi. is budgeted for the 2022 financial year.

### 6.3.2.1 Kaart / Map



### 6.3.2.2 Maandelikse uitgawes / Monthly expenditure

Die maandelikse uitgawes beloop R88 573 BTW ing. Hierdie faktuur het die volgende kostedrywers:

a)	Arbeid	R 31 556,00	35,63% van totaal
b)	Trok-koste	R 34 040,00	38,43% van totaal
c)	Ander	R 22 977,00	25,94% van totaal
		R 89 987,50	

The monthly expenditure equate to R88 573 Vat incl.. This has the following cost drivers

a)	Labour cost	R 31 556,00	35,63% van totaal
b)	Truck running cost	R 34 040,00	38,43% van totaal
c)	Other expenses	R 22 977,00	25,94% van totaal
		R 89 987,50	

### 6.3.2.3 Diensvlak-ooreenkoms / Service level agreement

Die diensvlak-ooreenkoms met Deswalner Recycling is hierby aangeheg as selfstandige document. / The service level agreement with Deswalner Recycling is attached as a separate document: [2021-11-23 SLAs.pdf](#)

**Besluit / Resolved:** Kennisgeneem / Noted

### 6.3.3 Straatskoonmaak en Grassnydienste / Street cleaning and Grass cutting services

Servest Landscaping is Cachet Park CID se diensverskaffer wat na al die strate en parke omsien in die afgebakende gebied. Alhoewel ons diensvlak-ooreenkoms met Servest al heelwat uitgebrei en verander het oor die jare, is Cachet Park CID steeds tevrede met die diens en bekwaamheid waarmee Servest hul take verrig. Daar is voorsiening gemaak vir 'n 4.5% (in lyn met vpi.) verhoging in dienskoste.

Servest Landscaping is the service provider responsible for all street cleaning and park maintenance in the demarcated area. Even though the service level agreement changed over the years, the service from Servest remains satisfactory. Provision for a potential increase of 4.5% in line with cpi. is budgeted for 2022.

### 6.3.3.1 Kaart / Map



### 6.3.3.2 Maandelikse uitgawes / Monthly expenditure

Die ooreenkoms van R89 987.50 p/m het die volgende kostedrywers:

a)	Grassny van parke & sypaadjies, insl onkruidbeheer:	R 41 214,28	45,8% van totaal
b)	Bestuur van rommel, blare n ander vullis:	R 21 057,08	23,4% van totaal
c)	Straatskoonmaak en tuinwerk:	R 27 716,15	30,8% van totaal
		R 89 987,50	

The agreement of R89 987.50 p/m has the following cost drivers:

a)	Grass cutting of parks and sidewalks, incl. weed control:	R 41 214,28	45,8% of total
b)	Management of litter, leaves and other refuse:	R 21 057,08	23,4% of total
c)	Street Cleaning and Gardening:	R 27 716,15	30,8% of total
		R 89 987,50	

### 6.3.3.3 Diensvlak-ooreenkoms / Service level agreement

Die diensvlak-ooreenkoms met Servest is hierby aangeheg as selfstandige document /  
The service level agreement with Servest is attached as a separate document: [2021-11-23 SLAs.pdf](#)

**Besluit / Resolved:** Kennisgeneem / Noted

### 6.3.4 Maintenance Services / Instandhoudingsdienste

Die instandhouding van infrastruktuur bo grondvlak sal hoofsaaklik die verantwoordelik van JBM wees. As die implementeringsarm van JBM ondersteun die CID sover die begroting dit toelaat. Die CID help (bv) met die instandhouding van padmerke, vervanging van verkeerstekens, instandhouding van omheining by parke, herstel van slaggate en ander relevante infrastruktuur.

Vir toekomstige begroting sal die CID voorsiening moet maak vir meer ernstige onderhoud, aangesien daar geen tekens is dat JBM die agterstand wat die afgelope dekades opgebou het, effektief kan inhaal nie.

Tans werk die CID saam met alle relevante departemente binne JBM om te help met die daaglikse instandhouding van die infrastruktuur in die afgebakende gebied. Ons is besig om die dienslewering deur die betrokke departemente te fasiliteer. Dit word egter al hoe moeiliker as gevolg van gebrek aan kapasiteit by JBM.

The maintenance of infrastructure above ground level will be mainly the responsibility of JBM. As the implementation arm of JBM the CID assists as far as budget allows. The CID (e.g.) assists in the upkeep of road markings, replacement of traffic signs, upkeep of fencing at parks, repairing of potholes and other relevant infrastructure.

For future budgeting the CID will have to make provision for more serious maintenance, since there are no signs that JBM is able to effectively catch up on the back log that has built up over the last decades.

Presently the CID is working together with all relevant departments within JBM to assist with the daily maintenance of the infrastructure in the demarcated area. Currently we are optimising in facilitating the rendering of these services by the relevant Departments. However, it becomes ever more difficult because of lack of capacity at JBM.

**Besluit / Resolved:** Kennisgeneem. Die CID poog om meer te doen in terme van instandhouding van infrastruktuur, die koste is egter baie hoog. / **Noted.** The CID aims to do more in terms of the maintenance of infrastructure, however the cost is very high.

### **6.3.5 Korporatiewe Kommunikasiediens / Corporative Communication Service**

'n Projek soos Cachet Park CID vereis gereelde, duidelike en deursigtige kommunikasie. Alle belanghebbendes moet so gereeld as wat nodig is, opdateer word met relevante en akkurate inligting. Enige gemeenskapsprojek is afhanklik van die samewerking en inkoop van sy lede en die publiek. Die geval is nog meer so met 'n maatskappy sonder winsbejag. Deur lede, potensiële lede, diensverskaffers en die groter Potchefstroom op hoogte te hou, hou dit die projek geloofwaardig en skep dit 'n gevoel van eienaarskap by alle betrokkenes. Direkte boodskappe oor wat ons beplan, benodig en bereik, is nodig vir die suksesvolle voortsetting van die Cachet Park CID-projek. Deur dit te doen op 'n kreatiewe, vars en relevante manier het dit groot voordeel vir almal wat by die projek betrokke is. Die diensvlakkooreenkoms met die Purén Marketing & Communication word as 'n aparte dokument aangeheg: [2021-11-23 SLAs.pdf](#)

A project such as Cachet Park CID requires frequent, clear, and transparent communication. All stakeholders must be updated with relevant and accurate information as often as needed. Any community project is dependent on the co-operation and buy-in from its members and the public. The case is even more so with a non-profit company. Keeping members, potential members, service providers and the larger Potchefstroom community informed and in the loop of things, gives credibility to the project and creates a sense of ownership amongst everyone involved. Direct messages of what we plan, need and achieve are necessary for the successful continuation of the Cachet Park CID Project. Doing so in a creative, fresh and relevant manner is of great advantage to everyone involved in the project.

The service level agreement with the Purén Marketing & Communication is attached as a separate document: [2021-11-23 SLAs.pdf](#)

**Besluit / Resolved:** Kennisgeneem, met waardering aan Cindy en haar span. Daar is baie beplanning rondom verdere bemerking en verbetering van die CID beeld, finansies veroorsaak hier ook beperkings. Planne sluit onderandere in fondsinsameling projekte en die uitverhuur van advertensiespasie in ons gebied en op die vraghouer / **Noted, with appreciation to Cindy and her team.** A lot of planning is taking place to further marketing and improve the CID image. Finances are also causing constraints here. Plans include fundraising projects and renting out of advertising space in our area and on the container.

## **7 Finansiële verslag / Financial report:**

### **7.1 Eksterne Oudit-verslag 2020/2021 / External audit report 2020/2021**

#### **7.1.1 Agtergrond / Background**

BKD Ouditeure, in die persoon van Jonathan Baron, was reeds vanaf vroeg in 2018 tydens die beplanningsfase deel van die CID-projek. BKD is aangestel as eksterne ouditeure toe die maatskappy gestig is. Die Ledevergadering van 2019-08-26 (Notule, punt 6) het besluit om die aanstelling van BKD voort te sit. Die bestuur (rekenmeester en algemene bestuurder) het op Donderdag 7 Oktober 2021 met BKD-ouditeure (Jonathan

Baron) vergader waar die verslag bespreek en goedgekeur is vir voorlegging aan die Direksie. Op Dinsdag 02 November 2021 het Jonathan Baron van BKD Ouditeure die verslag aan die Direksie toegelig en het die Direksie die verslag goedgekeur vir voorlegging aan die Lede-vergadering. Sien addendum vir die volledige dokument: [2021 Cachet Park CID NPC - Financial statements - SME.pdf](#)

BKD Auditors, in the person of Jonathan Baron, has been part of the CID project from early in 2018 during the planning phase. BKD has been appointed as external auditors when the company was founded. The Members' Meeting of 2019-08-26 (Minutes, point 6) resolved to continue BKD's appointment. The Management (Accountant, GM) met with BKD Auditors (Jonathan Baron) on Thursday 22 October 2021 where the report was discussed and approved to be submitted to the Board of Directors. On Tuesday 02 November 2021, Jonathan Baron from BKD Auditors elucidated the report to the Board of Directors and the Board approved the report for submission to the Members' Meeting. See addendum for the full financial statements: [2021 Cachet Park CID NPC - Financial statements - SME.pdf](#)

### **7.1.2 Die eksterne ouditeursverslag / The External Auditors Report**

Die verslag oor die finansiële state van Cachet Park CID NPC dek die 12 maande geëindig 28 Februarie 2021. Onderaan die opinie van BKD ([2021 Cachet Park CID NPC - Financial statements - SME.pdf](#), p6) en onderaan terugvoer vanaf Mnr. Baron tydens die direksie vergadering op 02 November 2021:

The report on the financial statements of Cachet Park CID NPC covers the 12 months ended 28 February 2021. The opinion of BKD is ([2021 Cachet Park CID NPC - Financial statements - SME.pdf](#), p6) and below feedback from Mr. Baron during the director meeting of 02 November 2021:

**To the members of Cachet Park CID NPC**

#### **Opinion**

We have audited the financial statements of Cachet Park CID NPC (the company) set out on pages 8 to 17, which comprise the statement of financial position as at 28 February 2021, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Cachet Park CID NPC as at 28 February 2021, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act 71 of 2008.

1. Membership fees have increased to a sustainable level over the past year. It is important that the fees are kept at least at this level and active marketing is still done.
2. Direct costs have increased slightly, but not to the extent of the membership fees.
3. With regards to expenses, it is important to note that the employee costs still include amounts paid to Brig. Van Zyl and Prof. J v Rensburg. As a result, this figure will be significantly lower in the current year.
4. There is a deficit of R581,977 on the income statement. This is mostly due to depreciation (R323k) and the high salaries and wages already discussed. As depreciation is not a cash expense the CID should be cashflow positive in the 2022 financial year.
5. It is important that management investigate the useful life of the camera's which are the biggest asset category of the CID. There needs to be provision for the maintenance and ultimate replacement of these camera's, even if replacement is due to technological obsolescence.
6. Trade payables were high at year-end but have been brought down subsequently.
7. Repayments on the start-up loans has started.
8. Overall, the picture is that that membership has picked up which has stabilised the financial situation of the CID. It is however by no means a comfortable situation and should be monitored closely.

**Jonathan Baron**

**BKD Auditors**

**Besluit / Resolved:** Goedgekeur / Approved



## 7.2 2020/2021 Begrote vs werklike uitgawes vergelyking / Budget vs Actual expenditure comparison

Die tabel toon die begrote vs werklike uitgawes vir die finansiële jaar geëindig Februarie 2021. The table below indicates the budgeted vs actual expenditure for the financial year ended February 2021.

Cachet Park City Improvement District			
2020 Adapted Scenario C Budget vs Actual			
	BUDGET	ACTUAL	DIFFERENCE
	12 MONTHS	12 MONTHS	12 MONTHS
	(Excl VAT)	(Excl VAT)	(Excl VAT)
	R	R	R
<b>OPERATING EXPENSES</b>	<b>6 542 596</b>	<b>6 279 800</b>	<b>-262 796</b>
<b>Auditors Remuneration</b>	<b>41 168</b>	<b>40 891</b>	<b>-277</b>
Accounting Fees / Auditors Remuneration	27 089	28 990	1 901
Accounting Fees - Debit orders monthly fee	2 522	2 764	242
Accounting Fees - Debit orders per order fee	8 627	6 232	-2 395
Accounting Fees - Pastel	2 930	2 904	-26
<b>Loan repayment</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Office expenditure</b>	<b>135 019</b>	<b>157 474</b>	<b>22 455</b>
Branding (website etc)	3 623	3 052	-571
Cleaning Expenses	8 400	5 900	-2 500
Cleaning supplies	837	112	-725
Computer expenses	0	8 792	8 792
Paper	1 659	238	-1 421
Entertainment & Refreshments	1 735	1 979	244
Insurance	40 611	40 122	-489
Printer Rent	10 435	14 112	3 677
Printing and Stationary	2 087	3 376	1 289
Rent	3 033	4 160	1 127
Repairs & Maintenance	2 251	1 950	-301
Telephone & Internet	4 348	14 108	9 760
Utilities / Unplanned expenses	4 609	383	-4 226
Containes - New Offices	51 391	59 190	7 798
<b>Salaries</b>	<b>1 276 073</b>	<b>1 214 625</b>	<b>-61 448</b>
Salaries & Wages - CEO - Prof Fika Janse v Rensburg	340 498	278 825	-61 672
Salaries & Wages - COO - Brig (Afg) Kiewiet v Zyl	242 840	198 461	-44 379
Salaries & Wages - Accountant - Nadri Zitzke	267 760	267 760	0
Salaries & Wages - GM - Johan Naude	0	72 254	72 254
Salaries & Wages - SARS	424 975	397 324	-27 651
<b>Services</b>	<b>5 078 636</b>	<b>4 855 299</b>	<b>-223 337</b>
Landscaping Expenditure Monthly	607 064	402 737	-204 327
Maintenance (road surface, lighting, signage)	17 391	8 366	-9 025
Refuse removal and recycling	748 947	796 027	47 080
Security Expenses - Monitoring of Camera's	3 537 118	3 517 561	-19 557
Communication Practitioner	81 662	81 662	0
Recruiter	86 454	48 946	-37 508
<b>Sundry Expenses</b>	<b>11 699</b>	<b>11 511</b>	<b>-188</b>
Bank Charges	3 041	3 862	821
Collection & Legal Fees & Professional Fees	2 765	400	-2 365
Consultant Fees	4 448	0	-4 448
Marketing & Printing	870	5 061	4 191
Travel - Exterior	0	1 520	1 520
Travel - Local	0	0	0
Uniforms	576	668	92

Besparings van R262 796,00 vir die jaar, hoofsaaklik as gevolg van personeel verandering en onderhandelings in diensvlak-ooreenkomstes.

Total savings of R262 796,00 for the year, mainly due to restructuring and renegotiated service agreements.

**Besluit / Resolved:** Kennisgeneem met waardering / Noted with appreciation.

### 7.3 Kontantvloeï staat tot September 2021 / Cash flow statement up to September 2021

Cachet Park CID Monthly Income and Expenditure (Vat Included where applicable)								
	2021							
	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	
	54,75%	54,43%	54,40%	54,34%	54,10%	52,73%	52,63%	
<b>INCOME</b>	<b>R 643 281,93</b>	<b>R 639 552,60</b>	<b>R 639 149,03</b>	<b>R 638 499,86</b>	<b>R 635 619,50</b>	<b>R 619 508,91</b>	<b>R 618 305,00</b>	
Other income (Bad Debts recovered)								R 10 000,00
<b>Total Income</b>	<b>R 643 281,93</b>	<b>R 639 552,60</b>	<b>R 639 149,03</b>	<b>R 638 499,86</b>	<b>R 635 619,50</b>	<b>R 619 508,91</b>	<b>R 628 305,00</b>	
<b>EXPENDITURE</b>	<b>R -580 040,12</b>	<b>R -637 685,26</b>	<b>R -628 171,89</b>	<b>R -625 018,41</b>	<b>R -620 765,37</b>	<b>R -616 796,79</b>	<b>R -616 491,46</b>	
Accounting Fees / Auditors Remuneration	-	-586,50	-	-	-	-	-	-615,25
Accounting Fees - Debit orders monthly fee	R -960,00	R -981,16	R -1 167,46	R -693,20	R -916,32	R -899,59	R -931,12	
Accounting Fees - Pastel	R -290,00	R -	R -580,00	R -290,00	R -290,00	R -290,00	R -290,00	
Bank Charges	R -552,82	R -358,62	R -608,02	R -645,01	R -566,41	R -515,27	R -476,28	
Collection & Legal Fees & Professional Fees	R -600,00	R -	R -300,00	R -	R -	R -	R -	
Computer Expenses	R -948,75	R -948,75	R -1 362,75	R -1 224,75	R -1 086,75	R -1 086,75	R -935,99	
Communication Services - Cindy Purén	R -8 294,44	R -8 294,44	R -8 294,44	R -8 294,44	R -8 294,44	R -8 294,44	R -8 294,44	
Crass cutting and street cleaning	R -76 489,38	R -76 489,38	R -76 489,38	R -71 990,00	R -76 489,38	R -76 489,38	R -76 489,38	
Marketing	R -	R -	R -	R -625,05	R -	R -	R -	
Refuse removal and recycling	R -88 572,54	R -88 572,54	R -88 572,54	R -88 572,54	R -88 572,54	R -88 572,54	R -88 572,54	
Salaries & Wages - GM - Johan Naude	R -35 000,00	R -35 000,00	R -35 000,00	R -35 000,00	R -35 000,00	R -35 000,00	R -35 000,00	
Salaries & Wages - Accounting - Nadri Zitzke	R -32 359,68	R -32 359,68	R -32 359,68	R -32 359,68	R -32 359,68	R -32 359,68	R -32 359,68	
Security Expenses - Camera monitoring	R -295 011,00	R -303 383,00	R -302 285,01	R -302 285,00	R -290 759,00	R -292 956,00	R -292 956,00	
Travel Local	R -	R -	R -	R -	R -600,10	R -	R -	
Uniforms	R -767,63	R -897,00	R -	R -	R -	R -	R -	
Cleaning Expenses	R -600,00	R -600,00	R -600,00	R -600,00	R -600,00	R -600,00	R -600,00	
Cleaning supplies	R -330,41	R -	R -	R -	R -	R -	R -	
Entertainment & Refreshments	R -543,38	R -330,00	R -130,00	R -484,00	R -517,80	R -510,00	R -220,00	
Printer rent / Ink	R -1 341,11	R -1 341,11	R -1 341,11	R -1 341,11	R -1 341,11	R -1 341,11	R -1 341,11	
Insurance	R -3 848,05	R -3 848,05	R -3 848,05	R -4 028,71	R -4 022,55	R -4 022,55	R -4 022,55	
Printing and Stationary	R -	R -1 081,55	R -	R -	R -617,50	R -	R -	
Repairs & Maintenance	R -5 350,01	R -	R -1 736,96	R -599,90	R -1 965,80	R -396,00	R -1 830,71	
Telephone & Internet	R -3 849,00	R -4 889,01	R -2 809,00	R -3 973,28	R -3 973,28	R -4 940,94	R -3 849,00	
Unplanned Expenses	R -	R -6 949,45	R -	R -	R -	R -	R -	
Loan repayment: Anchor Members	R -	R -42 298,44	R -42 298,44	R -42 298,44	R -42 298,44	R -42 298,44	R -42 298,44	
Repayment of Directors Cashflow Shortfall Loan	R -	R -9 356,39	R -9 356,39	R -9 356,39	R -9 356,39	R -9 356,39	R -9 356,39	
VAT Payable	R -24 331,95	R -19 120,21	R -19 032,67	R -20 356,91	R -21 137,88	R -16 867,71	R -16 052,59	
<b>Balance at end of month</b>	<b>R 63 241,81</b>	<b>R 1 867,34</b>	<b>R 10 977,14</b>	<b>R 13 481,45</b>	<b>R 14 854,14</b>	<b>R 2 712,13</b>	<b>R 11 813,54</b>	
Refuse removal and recycling - Catch up	-	-	R -11 781,57	R -9 106,19	R -9 646,20	R -16 790,00	R -10 907,00	
<b>Balance after catch up</b>	<b>R 63 241,81</b>	<b>R 1 867,34</b>	<b>R -804,43</b>	<b>R 4 375,26</b>	<b>R 5 207,94</b>	<b>R -14 077,87</b>	<b>R 906,54</b>	

**Besluit / Resolved:** Kennisgeneem / Noted

### 7.4 Lening terugbetaling-skedule / Loan repayment schedule

#### 7.4.1 Agtergrond

Cachet Park CID het reeds in April 2021 lenings proporsioneel aan ankerlede begin terugbetaal. Sover is elke maand se lenings terugbetaal, dit is 'n teken van die finansiële volhoubaarheid van die projek. Dit is steeds die beplanning om alle lenings teen 2026 af te betaal.

Cachet Park CID started the proportional repayment of loans to anchor members in April 2021, indicating the financial sustainability of the project. Cachet Park CID is still on course to repay all loans by 2026 as scheduled.

#### CACHET PARK CID

LOAN REPAYMENT PREDICTION - 4.5% Fee Increase (Loans repaid proportionally)						
	2019	2020	2021	2022	2023	2024
Opening Balance	R -2 531 756,00	R -3 985 560,00	R -4 115 560,00	R -3 495 702,00	R -2 847 950,39	R -2 171 049,96
Anchor member's loan repayment	R -703 804,00	R -130 000,00	R 507 567,78	R 530 408,33	R 554 276,70	R 579 219,15
Director's loan repayment	R -750 000,00	R -	R 112 290,22	R 117 343,28	R 122 623,73	R 128 141,80
Closing Balance	R -3 985 560,00	R -4 115 560,00	R -3 495 702,00	R -2 847 950,39	R -2 171 049,96	R -1 463 689,01

LOAN REPAYMENT PREDICTION					
	2025	2026	2027	2028	2029
Opening Balance	R -1 463 689,01	R -724 496,81	R -	R -	R -
Anchor member's loan repayment	R 605 284,01	R 594 087,38	R -	R -	R -
Director's loan repayment	R 133 908,18	R 130 409,43	R -	R -	R -
Closing Balance	R -724 496,81	R -	R -	R -	R -

**Besluit / Resolved:** Kennisgeneem / Noted

## 7.5 Begroting 2022 / Budget 2022

Die Direksie-vergadering op 2021-11-02 (Notule, 12.5) het 'n verhoging van 4,5% vir die begroting goedgekeur, nadat die bestuur hieroor met die diensverskaffers asook met die NWU as primêre ankerlid onderhandel het. Dit beteken dat die ledegeld per eiendoms-waarde van R1 miljoen van R235,43 (2021) styg tot R246,02 vir 2022.

Die onderstaande tabel is 'n opsomming van die begroting vir 2022/23.

The Board meeting on 2021-11-02 (Minutes, 12.5) approved a 4.5% rise for the budget, after Management had negotiated this with the service providers and the NWU as primary anchor member. This means that the membership fee per R1 million property value rises from R235,43 (2021) to R246,02 for 2022.

The table below is a synopsis of the 2022/2023 budget.

<b>Cachet Park City Improvement District</b>			
<b>2022 Budget CID</b>			
	<b>Average Per Month</b>	<b>Months</b>	<b>12 MONTHS (Excl VAT)</b>
	<b>R</b>		<b>R</b>
<b>INCOME</b>	<b>R 602 679</b>		<b>R 7 232 148</b>
Levy Contributions Received	R 602 679	12	R 7 232 148
<b>OPERATING EXPENSES</b>			<b>R 7 226 840</b>
<b>Auditors Remuneration</b>			<b>R 46 560</b>
Accounting Fees / Auditors Remuneration	R 2 456	12	R 29 472
Accounting Fees - Debit orders monthly fee	R 261	12	R 3 132
Accounting Fees - Debit orders per order fee	R 899	12	R 10 788
Accounting Fees - Pastel	R 264	12	R 3 168
<b>Loan repayment</b>			<b>R 647 752</b>
<b>Office expenditure</b>			<b>R 164 176</b>
Branding	R 500	12	R 6 000
Cleaning Expenses	R 640	12	R 7 680
Cleaning supplies	R 165	12	R 1 984
Paper	R 250	12	R 3 000
Entertainment & Refreshments	R 605	12	R 7 260
Insurance	R 3 655	12	R 43 860
Printer Rent	R 1 219	12	R 14 628
Printing and Stationary	R 543	12	R 6 516
Repairs & Maintenance	R 931	12	R 11 172
Telephone & Internet	R 4 021	12	R 48 252
Utilities / Unplanned expenses	R 1 152	12	R 13 824
<b>Salaries &amp; Staff</b>			<b>R 701 796</b>
<b>Services</b>			<b>R 5 617 668</b>
Grass Cutting and Street Cleaning Services	R 81 771	12	R 981 252
Maintenance (road surface, lighting, signage)	R 10 000	12	R 120 000
Refuse removal and recycling	R 77 020	12	R 924 240
Security Expenses - Monitoring of Camera's	R 266 208	12	R 3 194 496
Security Expenses - Monitoring of Camera's Additional	R 25 603	12	R 307 236
Communication Services	R 7 537	12	R 90 444
<b>Sundry Expenses</b>			<b>R 48 888</b>
Bank Charges	R 492	12	R 5 904
Collection & Legal Fees & Professional Fees	R 576	12	R 6 912
Marketing & Printing	R 576	12	R 6 912
Travel - Exterior	R 15 000	1	R 15 000
Travel - Local	R 1 000	12	R 12 000
Uniforms	R 2 160	1	R 2 160
<b>SURPLUS for 2022</b>			<b>R 5 308</b>

**Besluit / Resolved:** Goedgekeur - Die begroting en verhoging van 4.5% / **Approved - the budget and increase of 4.5%**

## Algemene opmerkings vanaf lede / General remarks from members:

- Daar word steeds dubbel betaal aan JBM. Dit moet ernstig aangespreek word / Members are still paying double (JBM and CID). This matter needs serious attention
- CID moet aanhou om waterlekkings te rapporteer en moenie dit self regmaak nie / The CID must continue to report water leaks etc, and not repair it ourselves.
- Die nuwe JBM raadslede probeer om 'n verskil te maak en dinge in JBM te verander. Inwoners moet van die requestor app gebruik maak. Dit verseker dat daar bewyse is van probleme wat aangemeld aan / The newly appointed JBM ward councillors are trying to make a difference and change things in JBM. Residents must use the requestor app. This ensures that there is evidence of problems that were reported.
- Huureiendom is 'n probleem. Eienaars wat nie hier woon nie, betaal nie. / Rental property is a problem / Owners that do not live here, do not want to pay membership fees
- Eienaars moet verantwoordelikheid neem om bure te nader wat nie lede is nie / Owners must take responsibility to contact their neighbours who are not members
- Oorweeg die moontlikheid van 'n vergadering later in die middag, sodat meer lede kan bywoon (17h-18h). Probeer ook nie-lede by die vergadering kry, sodat hulle bewus kan word van wat ons doen. / Consider the possibility of a meeting later in the afternoon so that more members can attend (17h-18h). Also try to get non-members at the meeting, so that they can be aware of what we do.
- Studente beweeg en leef in die CID se afgebakende gebied en verteenwoordig ook die grootste deel van ons inwoners. Dus moet die CID se finansies ook gesentreerd wees rondom die Universiteit. Studente hou gereeld fondsinsamelings. Hierdie fondse moet nie net aan ander dele in ons dorp geskenk word nie, maar die CID moet ook voordeel trek uit hierdie inisiatiewe (bv 10% van Jool insamelings moet aan die CID geallokeer word). / Students live and move in the CID's demarcated area. They also represent most of our residents. Thus, the CID's finances must be centred around the University. Students regularly hold fundraisers. These funds should not only be donated to other areas of Potchefstroom, but the CID should be beneficiaries of these initiatives (for example, 10% of Rag funds raised should be allocated to the CID)
- Die CID moet seker maak dat ons sigbaar is wanneer werk gedoen word. Diensverskaffers moet duidelike CID borde toon, sodat mense kan sien dit is nie kontrakteurs of die munisipaliteit nie / The CID must ensure visibility when working in the area. Service providers need to show clear CID signs so that people can see that it is not contractors or the municipality conducting the work

## 8 Vakante pos / Vacant position

Cachet Park CID bestuur het 'n struktuurverandering aan die direksie voorgestel vir 2022. 'n Administratiewe persoon ter ondersteuning van die algemene bestuurder en rekenmeester, wat ook lidwerwing en kantoor take verrig, sal die projek versterk. Daar sal binnekort 'n advertensie op ons sosiale media en webtuiste geplaas word wat die vereistes van die pos sal uitlig.

Cachet Park CID management proposed to the directors that a slight change in the management structure for 2022 be adopted. Employing an administrative person in support of the general manager and accountant is necessary and will assist the company with membership uptake and office duties in the new year. An advertisement will be posted on Cachet Park CID social media and website soon with more details.

**Besluit / Resolved:** Kennisgeneem / Noted

## **9 Gevolgtrekking / Conclusion**

Die bestuur van Cachet Park CID het verskeie alternatiewe modelle en model voorstelle ondersoek om moontlike besparings vir ons lede vas te stel. Die huidige model het steeds uitgestaan as die toepaslikste manier om lidgelde vir lede uit te werk. Ons pogings tot lidwerwing vir 2021 was gestaak weens die Covid-pandemie wat meeste huis- en geboueienaars finansieël geaffekteer het. Ons is steeds dankbaar vir elke lid wat die projek ondersteun en sodoende dit moontlik gemaak het dat ons al ons finansiële verantwoordelikhede kon nakom.

Met die verkiesing en staatsamptenare wat net waarnemende rolle in die munisipaliteit beklee, was daar ongelukkig min vordering met die bywette. Dit is egter in Maart 2021 aan die raad voorgelê en ons is positief dat 2022 groter deurbrake in die inskrywing van 'n CID-beleid sal voortbring. Willem Coetzee en Adv. Nic Laubscher is steeds hard aan die baklei om dit moontlik te maak.

Management of Cachet Park CID investigated alternatives to the current financial model to find ways to minimise the cost to our members. The current model based on municipal values still stood out as the most applicable way to calculate membership fees to our members. Our efforts to improve and increase membership in 2021 was halted due to the Covid-19 pandemic putting financial strain on all home and building-owners due to lockdowns and government restrictions. We appreciate each and every member of Cachet Park CID who despite all these challenges still supported our project and enabled us to fulfil our financial obligations.

The elections and turmoil within the municipality delayed the efforts of adopting the CID-policy into municipal law, however the policy was presented to council in March 2021. We remain positive that Willem Coetzee and Adv. Nic Laubscher will make it happen in 2022.

**Besluit / Resolved:** Kennisgeneem / Noted

## **10 Volgende lede vergadering / Next member meeting**

Die datum sal aangekondig word (met inagneming van 'n ander tydgleuf) / The date will be announced (taking a different time frame into consideration).

## **11 Afsluiting / Closure**

**Thabani Mhlongo**

**CHAIR**