



MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

Association incorporated under section 21 of the Companies Act 1973 (as amended)

P.O. Box 567 • MOSSEL BAY 6500 • Western Cape • South Africa • Tel: 044 691 3054 • Fax: 044 691 1520
E-Mail: status2@status-mark.co.za • Website: www.mosselbaygolfestate.co.za

AGENDA/NOTICE

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION (NPC)
MOSSELBAAI GHOLFLANDGOED HUISEIENAARSVERENIGING (NWO)
REGISTRATION NUMBER/REGISTRASIE NOMMER: 1999/001249/0

Notice is hereby given of the 21ST Annual General Meeting of Mossel Bay Golf Estate Home Owners Association to be held at 10h00 on THURSDAY 20 December 2018 in the Church Hall of the Moedergemeente Church, Corner of Church and Bland Street, Mossel Bay

Only registered members or their legal proxies are permitted to attend

Hiermee gee ons kennis van die 21STE Algemene Jaarvergadering van die Mosselbaai Gholflandgoed Huiseienaarsvereniging wat gehou sal word om 10h00 op DONDERDAG 20 Desember 2018 in die Kerksaal van die Moedergemeente Kerk, Hoek van Kerk- en Blandstraat, Mosselbaai

Slegs geregistreerde lede of hulle volmagte mag die vergadering bywoon.

1	Opening en Verwelkoming	Opening and Welcome
2	Teenwoordig, verskonings en volmagte	Attendance, apologies and proxies
3	Goedkeuring van vorige notule • Notule van die Algemene Jaarvergadering van 20 Desember 2017	Approval of the previous minutes • Minutes of the Annual General Meeting of 20 December 2017
4	Verkieping van Direkteure Die pos van twee (2) Direkteure moet gevul word volgens Artikel 16.1 van die Grondwet, gebaseer op die huidige portefeulje van 7 (sewe) direkteure. Gebruik asseblief die aangehegte nominasievorm om kandidate voor te stel en die stuur die vorm na die kantore van Status Mark voor 10h00 op 13 Desember 2018 (11 Meyerstraat, Mosselbaai, 6500 of Posbus 567, Mosselbaai, 6500 of faks: 044 691 1520 of epos: status2@status-mark.co.za)	Election of Directors The post of two (2) Directors to be elected in terms of article 16.1 of the Articles of Association based on the current portfolio of 7 (seven) directors. Please nominate candidates on the attached nomination form – this must be received at the offices of Status Mark (11 Meyer Street, Mossel Bay, 6500 or P O Box 567, Mossel Bay, 6500 or fax: 044 691 1520 or email: status2@status-mark.co.za) by not later than 10h00 on the 13 th of December 2018.
5	Voorsitter se verslag	Chairman's Report
6	Gedragreëls • Gedragreëls – verandering van die reëls om 2 (twee) honde per eiendom toe te laat – Gewone Besluit 1	Conduct Rules • Conduct Rules – changes to the Rules to allow 2 (two) dogs per erf – Ordinary Resolution 1

Datum van kennisgewing / Date of Notice:.....

	<ul style="list-style-type: none"> Toelaat van werkers op die Landgoed sonder polisieklaring indien die inwoner van die Landgoed persoonlik toesig hou oor die werkers – Gewone Besluit 2 	<ul style="list-style-type: none"> Allowing access to workers to the Estate without police clearance, if the resident on the Estate supervises their work personally – Ordinary Resoluiton 2
7	Finansies	Finance
	<ul style="list-style-type: none"> Oorweging en goedkeuring van die aangehegte finansiële dokumente (insluitend die direksie goedkeuring, ouditeursverslag, balansstaat, inkomstestaat) Verkorte finansiële state aangeheg –As u 'n volledige afskrif van die finansiële state benodig, kontak asseblief vir Status Mark vir 'n afskrif Gewone Besluit 3 	<ul style="list-style-type: none"> Consideration and approval of the financial documents attached (including the directors approval, auditors' report, balance sheet, income statement) Abridged financials attached –If you require a full copy of the financial statements, please contact Status Mark for a copy) Ordinary Resolution 3
	<ul style="list-style-type: none"> Goedkeuring van die begroting 2019/2020, soos aangeheg–Gewone besluit 4 	<ul style="list-style-type: none"> Approval of the budget for 2019/2020, as attached -Ordinary Resolution 4
8	Ouditeure	Auditors
	<ul style="list-style-type: none"> Aanstelling van ouditeure (2018/2019) – Gewone Besluit 5 <i>Voorstel Jean Pretorius Ouditeure</i> Goedkeuring van die vergoeding van die ouditeure (2017/2018) – Gewone Besluit 6 	<ul style="list-style-type: none"> Appointment of auditors (2018/2019) - Ordinary Resolution 5 <i>Proposed Jean Pretorius Auditors</i> Approval of auditor's remuneration (2017/2018) -Ordinary Resolution 6
9	Algemeen	General
	Enige punte vir oorweging onder Algemeen moet voor 13 Desember 2018 ingehandig word by Status Mark	Please note that any items to be considered under General must be handed in before 13 December 2018 at the office of Status Mark
	Soos voorgeskryf deur Raad	By order of the Board

Datum van kennisgewing / Date of Notice:.....

	<p><u>Nota :</u></p> <p>1. Elke gemagtigde lid sal geregtig wees om persoonlik te stem of deur 'n volmag en sal slegs 1 (een) stem hê per wooneenheid of erf geregistreer in hul naam, soos omskryf in die Grondwet.</p> <p>2. Indien die eenheid of die erf in meer as 1(een) persoon se naam geregistreer is sal al die mede-eienaars gesamentlik slegs 1(een) stem hê.</p> <p>3. Volmagte moet ingehandig word voor die aanvang van die vergadering. Volmagte kan ingehandig word by Algemene Jaarvergadering of by Status Mark se kantore te 11 Meyerstraat, Mosselbaai of per Posbus 567, Mosselbaai, 6500 of faks: 044 691 1520 of epos: status2@status-mark.co.za</p>	<p><u>Note :</u></p> <p>1. Every authorised member shall be entitled to vote in person or by proxy and shall have 1 (one) vote for each unit or erf registered in his name, subject to the provisions of the Articles.</p> <p>2. If the unit or erf is registered in the name of more than 1 (one) person, then all such co-owners shall jointly have one vote.</p> <p>3. Proxies must be handed in before commencement of the Annual General Meeting. Proxies can be handed in at the meeting or at the offices of Status Mark at 11 Meyer Street, Mossel Bay or at P O Box 567, Mossel Bay, 6500 or fax: 044 691 1520 or email: status2@status-mark.co.za</p>
	<p><u>Ligte verversings sal beskikbaar wees vanaf 09h30 voor die vergadering</u></p>	<p><u>Light refreshments will, as from 09h30 on the date of the meeting, be served at the venue.</u></p>
	<p><u>** Enige punte vir bespreking onder Algemeen moet voor 13 Desember 2018 ingehandig word by Status Mark</u></p>	
	<p><u>Please note that any items to be discussed under General must be handed in before 13 December 2018 at the office of Status Mark</u></p>	

Datum van kennisgewing / Date of Notice:.....

Annual General Meeting 20 December 2018

ORDINARY RESOLUTION 1: Conduct Rules

Background:

With the current Conduct Rules, voted in at the 2017 AGM, the rule that only one (1) pet per erf was allowed was accepted by members.

Subsequent to the AGM, various residents have expressed interest in having 2 dogs on the Estate instead of one.

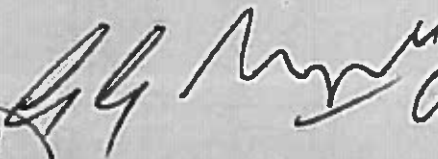
Current Rule:

- 1.2.1 Only one pet per erf will be allowed;
- 1.2.2 Only one (1) small type of dog (of which the weight of the specific breed is not more than fifteen kilograms (15kg)) will be allowed;


Proposed New Rule:

- 1.2.1 Only two (2) pets per erf will be allowed;
- 1.2.2 Only two (2) small type of dog (of which the weight of the specific breed is not more than fifteen kilograms (15kg)) will be allowed;

PROPOSER:

 G.G. KRUGER.

SECONDED:

 P. v. Heerden

Resolution 2

Navrae: Genl . Maj.(afgt.) D P van Heerden
Verw. : Sek02/2018
Epos: nielvheerden@mweb.co.za

12 November 2018

Die Voorditter
HEV Raad
Mosselbaai Golflandgoed
Mosselbaai

Geagte Mnr Steyl

MOSSSEL BAY GOLF ESTATE HOA CORRESPONDENCE: 2018-12-20 AGM

U skrywe gedateer 11 November 2018 het betrekking.

Huidig is die reël dat dat kontrakteurs en werknemers sonder die nodige polisieklarings nie op Landgoed toegelaat word nie.

Ek versoek dat die volgende resoluësie waaroor gestem moet word op die agenda geplaas word:

Indien 'n eienaar 'n werknemer sonder 'n polisieklaring van buite die landgoed inbring om werk op sy/haar perseel te doen moet die werknemer onder voltydse toesig van die eienaar wees. Die eienaar aanvaar dan volle verantwoordelikheid vir die dade van die werknemer ten tye van diensverrigting . Wanneer die werknemer sy/haar taak voltooi het moet die eienaar die werknemer vanaf die perseel vergesel tot buite die landgoed.

Dws dat in bogenoemde geval dit nie nodig is om eers 'n polisieklaring te verkry alvorens 'n werknemer tot die landgoed toegelaat kan word nie.

Die Uwe

DP van Heerden

Gesekondeer:


G.F. van der Merwe

VOLMAG/ STEM BRIEF
MOSSSELBAAI GHOLF LANDGOED HUISEIENAARSVERENIGING (NWO)
Registrasie nommer 1999/001249/08

Ek _____ van erf _____, 'n lid van die Mosselbaai Gholf Landgoed Huiseienaarsvereniging stel hiermee vir

_____ van _____, of alternatiewelik hy/ sy

_____ van _____, of alternatiewelik hy/ sy,

die voorsitter van die vergadering as my volmag

om namens my te stem by die Algemene Jaarvergadering wat gehou sal word om 10H00 op die 20ste dag van Desember 2018 in die Kerksaal van die NG Modergemeente, Mosselbaai Sentraal, HV Bland en Kerkstraat, Mosselbaai en enige verdaging daarvan.

Gewone Besluit Nr 1 (Diere)

Ten gunste : Teen : Buite Stemming:

Gewone Besluit Nr 2 (Polisieklarings)

Ten gunste : Teen : Buite Stemming:

Gewone Besluit Nr 3 (Finansiële State)

Ten gunste : Teen : Buite Stemming:

Gewone Besluit Nr 4 (Begroting)

Ten gunste : Teen : Buite Stemming:

Gewone Besluit Nr 5 (Ouditeure)

Ten gunste : Teen : Buite Stemming:

Gewone Besluit Nr 6 (Ouditeurs vergoeding)

Ten gunste : Teen : Buite Stemming:

(dui u versoek aan die volmag by wyse van 'n X in die spasie voorsien)

Tensy anders versoek mag my volmag stem soos hy/ sy goed dink.

Geteken op die _____ dag van _____ 2018

Handtekening

(Naam in drukskrif)

[NOTE : ARTICLE 27.1 OF THE ARTICLES OF ASSOCIATION

22.1 : "A member may be represented at a general meeting by a proxy, who need not be a member of the Association. The instrument appointing a proxy, whether for a specified meeting or otherwise, shall be in writing signed by the member concerned or his agent, duly authorised thereto in writing, and shall be in the form below or to the effect of the form below, or in such other form as the directors may approve, in either case under the heading of or referring to the Association's name."

HIERDIE VOLMAG MOET INGEHANDIG WORD VOOR DIE AANVANG VAN DIE VERGADERING EN KAN INGEHANDIG WORD BY STATUS MARK, 11 MEYER STRAAT, MOSSSELBAAI OF POSBUS 567, MOSSELBAAI, 6500; EPOS: status2@status-mark.co.za; faks: 044 691 1520

PROXY/VOTING PAPER
MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION
(Association incorporated under Section 21)
Registration number 1999/001249/08

I _____ of erf _____, being a
member of the Mossel Bay Golf Estate Home Owners Association hereby appoint -

_____ of _____, or failing him/her

_____ of _____, or failing him/her,

the chairman of the meeting as my proxy to

vote for me and on my behalf, at the Annual General Meeting of the Association to be held at 10h00 on the 20th day of December 2018 in the Church Hall of the Dutch Reformed Church, Moedergemeente, Mossel Bay Central, C/o Bland and Church Street, Mossel Bay and any adjournment thereof as follows:

Ordinary Resolution No 1 (Pets)

In favour : Against : Abstain :

Ordinary Resolution No 2 (Police Clearance)

In favour : Against : Abstain :

Ordinary Resolution No 3 (Financial Statements)

In favour : Against : Abstain :

Ordinary Resolution No 4 (Budget)

In favour : Against : Abstain :

Ordinary Resolution No 5 (Auditors)

In favour : Against : Abstain :

Ordinary Resolution No 6 (Auditors Remuneration)

In favour : Against : Abstain :

(indicate instruction to proxy by way of a X in the space provided above)

Unless otherwise instructed my proxy may vote as he thinks fit.

Signed this _____ day of _____ 2018.

Signature

(Name of signatory in block letters)

[NOTE : ARTICLE 27.1 OF THE ARTICLES OF ASSOCIATION

27.1 : A member may be represented at a general meeting by a proxy, who need not be a member of the Association. The instrument appointing a proxy, whether for a specified meeting or otherwise, shall be in writing signed by the member concerned or his agent, duly authorised thereto in writing, and shall be in the form below or to the effect of the form below, or in such other form as the directors may approve, in either case under the heading of or referring to the Association's name.

THIS PROXY MUST BE RECEIVED BEFORE COMMENCEMENT OF THE MEETING. PROXIES CAN BE HANDED IN AT THE OFFICES OF STATUS MARK AT 11 MEYER STREET, MOSSEL BAY OR AT P O BOX 567, MOSSEL BAY, 6500, email: status2@status-mark.co.za; fax: 044 691 1520

NOMINATION OF DIRECTORS

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION (NPC)
(Association incorporated under Section 21)
Registration number 1999/001249/08

I _____ of erf _____, being a member of the Mossel Bay Golf Estate Home Owners Association hereby nominate the following person/s as director for election at the Annual General Meeting of the Company to be held on 20 December 2018 at 10H00 :

Name (in block letters)	Address/Erf no in Mossel Bay Golf Estate	Acceptance of nomination (signature)
1.		
2.		
3.		
4.		
5.		

Signed this _____ day of _____ 2018.

Signature

(Name of signatory in block letters)

NOTE: ARTICLES 15.2, 15.3 AND 15.4 OF THE MEMORANDUM OF INCORPORATION

15.2 : Every Director shall be an owner or the duly authorised representative of an owner which is a company, close corporation, trust, consortium or other suchlike entity. Every Director shall reside in the Development as his permanent residence or within the municipal district of Mossel Bay.

15.3 : Not later than seven (7) days before the date on which the annual general meeting is to take place, members must in writing nominate their proposed Directors for election at that annual general meeting.

15.4 : No person may be appointed as a Director if he or the principal referred to in Articles 15.2 is in arrear with his levy payments."

NB : Please take note that the members in general meeting may refuse to accept for election a nomination not accepted by the person so nominated.

THIS NOMINATION FORM MUST BE RECEIVED BY STATUS MARK BY NOT LATER THAN 10h00 ON 13 DECEMBER 2018 AT THE OFFICES OF STATUS MARK AT 11 MEYER STREET, MOSSEL BAY OR AT P O BOX 567, MOSSEL BAY, 6500, email: status2@status-mark.co.za; fax: 044 691 1520

CHAIRMAN'S REPORT: DECEMBER 2018

I am pleased to present the 2017/18 Chairman's report for the Mossel Bay Golf Estate. At this point I have to inform that John Blythe-Wood resigned as Chairman from the Board of Director's during October 2018. At the same time the stalwart Gabriel Smith has announced that he will not be available for re-election in 2019. On behalf of the Board I wish to express my sincere gratitude to both of them for the valuable contribution they made to serving and advancing the interests of the Mossel Bay Golf Estate.

The team at our Management Agent, Status Mark, inclusive of Sias Koen, Estate Manager and Ireen Karolus, Assistant Manager, deserve special recognition and praise for the zeal and dedication with which they perform their assigned responsibilities.

DIRECTOR PORTFOLIO'S

J R Blythe-Wood:	Chairman and Environment (resigned in October 2018)
Martin Smith:	PR and Marketing
Gabriel Smith:	ARB and Golf Club
Pieter Venter:	Security
Kosie Otto:	Maintenance
Carel Kuun:	Rules & Regulations and ARB
Willem Roux:	Finance

FINANCE

For the financial year ended 30 June 2018 levies contributed 95% of income. Expenses exceeded budget by 9% primarily because of legal fees being over budget by R366 765. Assets include investments of R1 518 398.

The cost drivers which make up 90% of expenses are: Security (30.8%), Golf Club Award (15.4%), Site Office (11.6%), Gardens & Refuse (9.3%), Maintenance & Pools (8.6%), Management Fee (7.4%) and Telephone Rental (6.9%).

Debtors at R889 820, of which four properties owe R842 087 (95%), remain a concern. Legal proceedings in these matters are on-going.

An unqualified audit opinion was obtained in respect of the Mossel Bay Home Owners Association financial statements for the year ending June 2018.

In compiling the budget for 2019/20 cognisance was taken of the increase in VAT, Minimum Wage Bill and PSIRA determinations, as well as actual spending during preceding years. The result is an 8.5% increase on the 2018/19 levy, thus the monthly levy for 2019/20 will be R1 270.

PR AND MARKETING

Thirty-three movements in the property market was recorded for the Estate. I would like to welcome all new owners and trust that you will enjoy a long and happy stay on the Estate

An information/cocktail evening was held on 26 July and another is being planned for early 2019.

During the year 20 "Newsflashes" were emailed to residents and/or owners. The Board holds the opinion that this method of communication is the most effective.

Our neighbours, the Golf Club is busy with extensive expansions and upgrades. While construction works on the bottom section of the Club House is now done the upstairs area will be completed around April 2019. Residents are encouraged to support the Club.

The annual Mossel Bay Golf Estate Charity Golf Day will again take place on Sunday, 2 December 2018 at the Mossel Bay Golf Course. At this stage the field is fully booked and there will be prizes for each of the 112 players. To date there are more than 80 sponsors and a few more is considering sponsorships. Last year an amount of R75 300-00 was paid to the beneficiary, Hartenbos Elderly Care Services. The amount collected at this year's golf day will be advised at the AGM on 20 December 2018.

SECURITY

While Security Guards at the main entrances to the Estate are sourced from Thorburn Security, alarm monitoring and response services at telephone number 081 777 5338 are provided by Suiderkruis Security.

Security measures in operation include closed circuit television cameras at the main entrances, electric fencing, moveable video alarms, access control, roaming vehicle patrols and monitoring of construction sites. These measures, together with the cooperation of home-owners ensured no break-ins or criminal incidents during the past 3-years.

Currently 152 homes, representing a 1% increase on the previous year, are linked to the Suiderkruis Security 24/7 alarm monitoring system.

In order to facilitate the process of obtaining Police Clearance Certificates required by persons working on the Estate, it has been decided that the Estate Manager and Assistant Manager be trained and authorised to fulfil this function.

RULES AND REGULATIONS

After the amendments to the Rules and Regulations at the 2017 AGM there has not been any new amendments or proposals for amendments.

By enlarge the biggest problems with contravention of the rules seem to be with regard to pets.

It is again brought to everyone's attention that only 1 pet may be kept at any property, and that there are restrictions regarding the type and size of these animals, and that approval is still required even if the pet conforms to the restrictions.

Regarding domestic- and garden workers, residents should take note that the process of obtaining police clearance certificates is taking very long and it was therefore decided that Status Mark will fast track the process. Workers with their ID's can be taken to the Estate Manager's Office for fingerprinting. The Estate Manager will then grant temporary access and perform the police clearance within 48-72 hours.

ENVIRONMENT

ND Nature Conservation has been appointed to perform the environmental obligations of the Mossel Bay Home Owners Association. In accordance with applicable compliance requirements onsite inspections are performed and reported to the Board.

In this regard home owners are requested to assist with the removal or where applicable propagation of alien and invasive plant species.

MAINTENANCE

Scheduled and unscheduled maintenance are performed throughout the year to ensure that common user assets perform as required, are well kept and enhance safety. These maintenance activities cover assets such as; entrances, street lighting, fencing, roads, signage, clearance of storm water channels, swimming pools, gardens, irrigation, nature reserve, etc

ARCHITECTURAL REVIEW BOARD (ARB)

Due to ill-health Dawie Nel (private architect) will discontinue his services to the ARB at the end of 2018.

An exercise is currently ongoing to formalize temporary fences, that are compliant, which were erected to protect gardens against the Springbuck. Owners are requested to cooperate with requests in this regard.

Undeveloped erven has been reduced to 20 and can be categorised as follows: 2 erven under 12 month exemption – new owners; 2 owners under liquidation; 14 owners no activities, but OTB penalties paid and 2 owners no activities, but OTB penalties not paid.

GENERAL

The relationship between the Estate and the Mossel Bay Golf Club is being managed in accordance with a Cooperation Agreement which expires at the end of June 2020. In recent months a renewal of this reciprocal Cooperation Agreement was negotiated by representatives from the Board of Directors. As the Golf Club has requested that the agreement be finalised after the holiday season acceptance by the Mossel Bay Home Owners Association will be tabled at the 2019 AGM.

At the information meeting held on 26 July 2018, the Board pointed to the potential to unlock additional value for home owners of the Estate by developing the area next to San Vicente (AREA 7) (as you enter the Schoeman's Street entrance, turn right and you will see the open area on your right after the San Vicente complex). This erf as an asset is owned by the Mossel Bay Home Owners Association. It is acknowledged that much more information is required to enable Home Owners to make an informed decision in respect of a preferred option. Once this information is available it will be presented to Home Owners.

After negotiations with various Optic Fibre suppliers, the Board is glad to announce that installation of the network has begun, and it is anticipated that the backbone will be completed early in the new year. Connections to homes will be possible from as early as February / March 2019. Owners can make use of their own preferred Internet Service Provider to supply the end service.

Further to this, there will be no additional cost on the levy or in any other form to owners, and there is no obligation to join this network.



MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

Association incorporated under section 21 of the Companies Act 1973 (as amended)

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MINUTES OF THE 20TH ANNUAL GENERAL MEETING OF THE MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION THAT WAS HELD ON WEDNESDAY, 20 DECEMBER 2017 AT 10H00 IN THE DUTCH REFORMED CHURCH HALL ("MOEDERGEMEENTE"), C/O BLAND AND CHURCH STREET, MOSSEL BAY

1	OPENING & WELCOME:	
	The chairman, Mr Blythe-Wood, opened the meeting and welcomed everyone present. The meeting was presented in English, and if any owners required a translation; Willem Prinsloo and Gabriel Smith were available to translate.	
2.	ATTENDANCE PROXIES AND APOLOGIES:	
	Members as per the attendance register: 60 Member Proxies received: 46	
	A legal Quorum was obtained.	
	Status Mark: Messrs WCE Prinsloo, S Koen & C Steyl	
	Apologies: J Gouws J&K Jones S Powell J&M Collins B Meintjies L Higgs E Kruger R&T Olivier W Nel C Bell M & A Fryer R Combrink F Gerber H & M Coertse M & A Good	
3	APPROVAL OF THE PREVIOUS MINUTES & MATTERS ARISING:	
	The minutes of the AGM of 8 December 2016 were tabled and the members were asked to approve with or without amendments.	
	Mr. V Moll ➤ requested that in the minutes arising under point 3 at "Voting Procedure of OTB", the following insertion must be made (in bold):	
	<i>Voting Procedure of OTB:</i> <i>[...Members with multiple properties and multiple proxies did not have representation with votes via hand...]</i>	
	Mr. V Moll	

	<p>➤ stated the under 8.3 of Resolution 6 (OTB Penalty) the word “abstained” is used incorrectly and should be “against”. The Chairman agrees and Status Mark will rectify the clerical error.</p> <p>Minutes are so approved: Proposer: Mr. T Leonard Seconded: Dr. A Bruwer</p>	
4	ELECTION OF DIRECTORS:	
	<p>Current composition of the Board is 7 to coincide with the number of portfolios. Three positions are vacant.</p> <p>Status Mark received 3 nominations for the positions, therefore the directors are elected unopposed.</p> <p>Nominations received; and elected: Mr. P Venter (re-elected) Mr. JR Blythe-Wood (re-elected) Mr. W Roux.</p> <p>The following Board members will remain on the Board: K Otto, G Smith CW Kuun M Smith</p>	
5	CHAIRMAN’S REPORT	
	<p>The written report was circulated prior to the meeting and updated and approved at the Annual General meeting.</p> <p>The following matters were highlighted:</p> <p>Finance: Mr JP Snyman was the current Chairman of the Financial Portfolio.</p> <p>Mr. D Schulze stated the following:</p> <ul style="list-style-type: none"> ➤ There is an overspend under Site office and a total overspend of around R220 000 for the year. ➤ Telephone line rental also looks to be under budgeted, as well as Municipal costs. <p>Mr. W Prinsloo commented:</p> <ul style="list-style-type: none"> ➤ The over spend under Site office is the assistant Estate Manager who was moved from Security to Site office. ➤ It is correct that there is an overspend, but it must be kept in mind that the budget increase was kept low to benefit members with a minimal levy increase. ➤ Telephone line costs will fluctuate with the completion of new homes where new internal lines are installed, therefore the amount is merely a forecast of future expenses. ➤ The Estate Manager takes weekly readings of the Municipal water points and fixes all leaks in a timeous manner. ➤ There were also some unexpected items such as legal costs 	

- The current budget was only increased with 6% on request, therefore it is difficult to get money for the various items.
- It is why some of the capital reserves as well as debtor's interest were used to offset the expenditure.
- It is exactly the reason why the proposed 2018/2019 budget has a more reasonable increase of around 9% which will give more breathing room.

Mr. V Moll:

- A worry is the operating loss shown in the financial statements.
- If the OTB penalty and debtor interest are not used to offset, the loss would be around R470 000.

Mr. Blythe-Wood:

- It was a conscious decision of the Board to use capital reserves to help keep the levies low.
- With the new budget this has changed in that a more realistic 9% increase in the budget is proposed.
- Steps have been taken to correct under budget.

Mr. E v Rensburg:

- Is there enough reserves as per CSOS?

Mr. W Prinsloo:

- The Sectional Title Schemes Management Act (STSM) is only applicable to Sectional Titles and not Home Owner Associations like the Mossel Bay Golf Estate.
- Therefore there is no minimum % reserves prescribed by law as with Sectional Titles.
- However there are ample reserves.

The Board of Directors want to keep reserves at 3 to 4 months income from Levies as cover.

Rules & Regulations: Carel Kuun, assisted by Mr T Leonard is the Chairman of the Rules and Regulations Portfolio.

Mr. Blythe-Wood gave the background regarding the conduct rules and highlighted the comparison between the old and new rules. The new schedule of penalties, linked to the new rules, is also more fair and reasonable.

Mr. I van Rensburg asked about self catering accommodation and how it relates to the penalties; as well as the deposit of R1500.

Mr. Blythe-Wood stated that the deposit is refundable and the penalties are applicable when guests breach the rules.

Mr. V Moll:

- There are concerns about linking the penalties to the levy as the MOI states that the penalties must be ratified by the AGM before being imposed.
- Therefore, for the current resolution to pass, the MOI must be changed to allow it.
- Currently each penalty amount must be approved.

	<p>Mr. CW Kuun:</p> <ul style="list-style-type: none"> ➤ The gentleman gave the background leading to the current resolution ➤ The Board felt that 1-12 months as a penalty was excessive and wanted to have approval to impose a lower amount at their discretion. ➤ It would make it much more reasonable. ➤ Also not only impose penalties, but talk and/or write warning letters first before imposing penalties as this is not a police state. <p>Mr. V Moll:</p> <ul style="list-style-type: none"> ➤ The actions in the past have not been very consistent when it came to applying penalties. <p>Mr. P Conradie:</p> <ul style="list-style-type: none"> ➤ The members must allow the Director's to exercise their discretion when managing the estate. ➤ The penalties must be reasonable taking into account the circumstances of an incident and it cannot be expected to compile an exhaustive list of penalties for every single situation. <p>Mr. O Ehrensperger:</p> <ul style="list-style-type: none"> ➤ The gentleman agrees with Mr. Conradie and proposes the resolution be accepted as is. <p>Mr. JR Blythe-Wood:</p> <ul style="list-style-type: none"> ➤ A person may lodge an appeal to the Board after a fine has been imposed. ➤ Our intention is to be more consistent. <p>Mr. V Moll:</p> <ul style="list-style-type: none"> ➤ The gentleman talks about the speed limit and speeding fines stated in the schedule of penalties and asks to members to note the recent finding in the case of Mount Edgecombe where the roads in an estate were confirmed to be public roads and not private roads. ➤ What about the people who have already paid speeding fines in the past? <p>Mr. JR Blythe-Wood:</p> <ul style="list-style-type: none"> ➤ It is exactly why the National Road Traffic Act is used in the schedule and the necessary procedures will be followed as prescribed if the situation presents itself. ➤ If an owner has paid a speeding fine on the estate, he/she must bring proof of such payment and will be refunded. 	
6	Ordinary resolution 1: Acceptance of Conduct Rules	
6.1	Members were asked to vote on the acceptance of the Conduct Rules (Paddocks).	
	In favour: 84	Against: 32
	<i>ORDINARY RESOLUTION 1 MUST BE ACCEPTED BY A MAJORITY VOTE, THEREFORE ORDINARY RESOLUTION 1 WAS ACCEPTED</i>	
	Ordinary Resolution No2 (Schedule of Penalties)	

6.2	Members were asked to vote on the acceptance of the Schedule of Penalties.		
	In favour: 85	Against: 33	
	<i>ORDINARY RESOLUTION 2 MUST BE ACCEPTED BY A MAJORITY VOTE, THEREFORE ORDINARY RESOLUTION 2 WAS ACCEPTED</i>		
7	Ordinary Resolution No 3 (Financial Statements)		
7.1	Consideration and Approval of Financial Statements as presented: The financial statements were audited by independent auditors.		
	In Favour: 117	Against: 01	
	<i>ORDINARY RESOLUTION 3 MUST BE ACCEPTED BY A MAJORITY VOTE, THEREFORE ORDINARY RESOLUTION 3 WAS ACCEPTED.</i>		
	Ordinary Resolution No 4 (Budget)		
7.2	The budget for 2018/2019 was tabled. The budget estimates for the ensuing financial year were circulated prior to the Annual General Meeting. The budget was approved by the meeting.		
	In favour: 117	Against: 0	
	<i>ORDINARY RESOLUTION 4 MUST BE ACCEPTED BY A MAJORITY VOTE, THEREFORE ORDINARY RESOLUTION 4 WAS ACCEPTED</i>		
8.	Ordinary Resolution No 5 (Appointment of Auditors)		
8.1	Jean Pretorius was appointed as Auditor for the ensuing year.		
	In Favour: 117	Against: 0	
	<i>ORDINARY RESOLUTION 4 MUST BE ACCEPTED BY A MAJORITY VOTE, THEREFORE ORDINARY RESOLUTION 5 WAS ACCEPTED</i>		
	Ordinary Resolution No 6 (Auditor's Remuneration)		
8.2	The meeting approved the auditor's remuneration.		
	In Favour: 116	Against: 0	
	<i>ORDINARY RESOLUTION 6 MUST BE ACCEPTED BY A MAJORITY VOTE, THEREFORE ORDINARY RESOLUTION 6 WAS ACCEPTED</i>		
9	<u>MATTERS OF WHICH PRIOR WRITTEN NOTICE HAS BEEN RECEIVED BY THE 13TH DECEMBER 2017 NO LATER THAN 10H00</u>		
9.1	PETS – MR. DIETER SCHULZE		
	Mr. Schulze tabled the item for discussion by members: <ul style="list-style-type: none"> ➤ The proposal is that an additional levy be imposed for pet owners. ➤ The levy will be used to subsidize the cleaning up after dogs as many owners do not seem to take responsibility for it. 		

	<ul style="list-style-type: none"> ➤ In South Africa the culture is different from that of the international community when it comes to pets. ➤ The gentleman requests that the item be placed as a resolution to be voted on at next year's AGM. <p>Mr. Blythe-Wood:</p> <ul style="list-style-type: none"> ➤ The Board is looking into the suggestion of putting up poles/points where dog owners can get "poo bags" for the dogs in an effort to combat the problem. <p>Mr. I v Rensburg:</p> <ul style="list-style-type: none"> ➤ The gentleman congratulates the board on the beautiful condition of the estate and does not worry about the animal droppings. <p>Dr. A Bruwer:</p> <ul style="list-style-type: none"> ➤ The member himself has an animal and makes the point that the droppings of the dog are far less obtrusive than the droppings of the Sprinbok (and other wildlife) on the estate. <p>Mr. O. Ehrensberger:</p> <ul style="list-style-type: none"> ➤ The problem is not necessarily owners, but tenants. 		
9.2	FIBRE INTERNET		
	<p>Mr. CW Kuun gave feedback on the developments regarding fibre internet for the estate:</p> <ul style="list-style-type: none"> ➤ About 6 months ago no one was interested in given quotes for fibre, however that has changed significantly in that the Board has been flooded with companies requesting to install fibre. ➤ 3 role players were identified by the Board, namely Telkom, Vodacom and a Wireless/Satellite operator. ➤ The Board set 3 requirements for the installation of fibre: (1) No upfront costs to the estate, (2) quickest turnaround time; and (3) limited disruption to infrastructure. ➤ Since the internal lines are Telkom lines, the conduits belong to Telkom; therefore it would be good to utilise Telkom to simply pull through the fibre. ➤ The problem comes in (in cases where new conduits have to be installed) where a driveway has to be dug up and no matching brick/stone can be sourced. ➤ Telkom has been given instructions to give a formal proposal to the Board. ➤ These providers will only be installing the backbone, therefore residents are still free to use whichever ISP they so choose. ➤ Members will be contacted directly by Telkom to ascertain the number of subscribers. ➤ The third option is wireless/satellite internet, however having a hard line is always better. <p>Mr. Steyn commented:</p> <ul style="list-style-type: none"> ➤ The member has been through a similar situation in 		

	<p>Pretoria, also on an estate with Telkom.</p> <ul style="list-style-type: none"> ➤ There must be a better option available. ➤ They looked at a product called RAIN which is a wireless system. ➤ All that is needed is a wireless router. Much cheaper and just as fast as fibre. <p>Mr. Blythe-Wood:</p> <ul style="list-style-type: none"> ➤ It is a very rapidly changing industry. 		
11	GENERAL		
	None		
	<p>In conclusion Mr Blythe-Wood thanked his fellow board members and wished all the members a joyous festive season.</p> <p>The meeting adjourned at 11H19</p> <p>Distribution: Minutes book All owners</p>		

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

**Annual Financial Statements
for the year ended 30 June 2018**

Audited Financial Statements

In compliance with Companies Act 71 of 2008

Prepared: JD van Renen

Position: Professional Accountant

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Annual Financial Statements for the year ended 30 June 2018

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MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Annual Financial Statements for the year ended 30 June 2018

GENERAL INFORMATION

COUNTRY OF INCORPORATION AND DOMICILE	South Africa
NATURE OF BUSINESS AND PRINCIPAL ACTIVITIES	Administration of the estate's assets and furtherance of owner's interest therein
DIRECTORS	Blythe-Wood, JR (Resigned 11 October 2018) Kuun, CW Otto, JDT Smith, GA Roux, W (Appointed 20 December 2017) Smith, M (Acting Chairman) Snyman, JP (Resigned 10 November 2017) Venter, PJ
REGISTERED OFFICE	10 Church Street Mossel Bay 6506
POSTAL ADDRESS	PO Box 567 Mossel Bay 6500
BANKERS	ABSA Bank Ltd
AUDITORS	Pretorius Auditors
COMPANY SECRETARY	Prinsloo, WCE
COMPANY REGISTRATION NUMBER	1999/001249/08
LEVEL OF ASSURANCE	These financial statements have been audited in compliance with the applicable requirements of the Companies Act 71 of 2008
COMPILER	JD van Renen Professional Accountant
INCOME TAX REGISTRATION NUMBER	9137074648
INSURANCE POLICY NUMBER	GE025432
INSURANCE PERIOD	01 May 2018 to 30 April 2019

Independent Auditor's Report

Independent Auditor's Report as per SAAPS3 (Revised November 2013) issued by the IRBA

To the Shareholder of Mossel Bay Golf Estate Home Owners Association

We have audited the annual financial statements of Mossel Bay Golf Estate Home Owners Association set out on pages 9 to 20, which comprise the statement of financial position as at 30 June 2018, and the statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and the notes, comprising a summary of significant accounting policies and other explanatory information.

Directors' Responsibility for the Annual Financial Statements

The company's directors are responsible for the preparation and fair presentation of these annual financial statements in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa, and for such internal control as the directors determine is necessary to enable the preparation of annual financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these annual financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the annual financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the annual financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the annual financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the annual financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the annual financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the annual financial statements present fairly, in all material respects, the financial position of Mossel Bay Golf Estate Home Owners Association as at 30 June 2018, and its financial performance and cash flows for the year then ended in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa.

Basis of Accounting

Without modifying our opinion, we draw attention to note 2 to the annual financial statements, which describes the basis of accounting. The annual financial statements are prepared in accordance with the company's own accounting policies to satisfy the financial information needs of the company's shareholder. As a result, the annual financial statements may not be suitable for another purpose.

Emphasis of matter

Pretorius Auditors

Diaz Office park
Block A - Unit 28
Beach Boulevard West

Per: _____

Independent Auditor's Report

Director / Partner

Mossel Bay

Registered Auditor

6500

BURGER VAN RENEN ACCOUNTANTS (Pty) Ltd
Reg.nr 2014/077213/07

Diaz Office Park
Block A, Unit 28
Beach Boulevard West
Diaz Beach, MOSSEL BAY

P O Box 2592
MOSSEL BAY
6500



**BURGER VAN RENEN
ACCOUNTANTS**

Tel: 044 695 1670 • Fax: 086 501 8202 • Email: accountants@jdvr.co.za

Report of the Compiler

To the Directors of Mossel Bay Golf Estate Home Owners Association

We have compiled the accompanying annual financial statements of Mossel Bay Golf Estate Home Owners Association based on information you have provided. These annual financial statements comprise the statement of financial position of Mossel Bay Golf Estate Home Owners Association as at 30 June 2018, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, a summary of significant accounting policies and other explanatory information.

We performed this compilation engagement in accordance with International Standard on Related Services 4410 (Revised), Compilation Engagements.

We have applied our expertise in accounting and financial reporting to assist you in the preparation and presentation of these financial statements in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa. We have complied with relevant ethical requirements, including principles of integrity, objectivity, professional competence and due care.

These financial statements and the accuracy and completeness of the information used to compile them are your responsibility.

Since a compilation engagement is not an assurance engagement, we are not required to verify the accuracy or completeness of the information you provided to us to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on whether these financial statements are prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Companies Act of South Africa.

JD van Renen
Burger van Renen Accountants
Professional Accountant (SA)

Date

Directors: JD van Renen (SAIPA Member Number: 1963) (B.Acc Hons; MBA; Post Graduate Diploma in Financial Planning)
Francois Burger (SAIPA Member Number: 22747) (B.Com Financial Management)

SAIPA

Members of the South African Institute of Professional Accountants

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Annual Financial Statements for the year ended 30 June 2018

Directors' Responsibilities and Approval

The directors are required by the South African Companies Act to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements satisfy the financial reporting standards as to form and content and present fairly the statement of financial position, results of operations and business of the company, and explain the transactions and financial position of the business of the company at the end of the financial year. The annual financial statements are based upon appropriate accounting policies consistently applied throughout the company and supported by reasonable and prudent judgements and estimates.

The directors acknowledge that they are ultimately responsible for the system of internal financial control established by the company and place considerable importance on maintaining a strong control environment. To enable the directors to meet these responsibilities, the board sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the company and all employees are required to maintain the highest ethical standards in ensuring the company's business is conducted in a manner that in all reasonable circumstances is above reproach.

The focus of risk management in the company is on identifying, assessing, managing and monitoring all known forms of risk across the company. While operating risk cannot be fully eliminated, the company endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The directors are of the opinion, based on the information and explanations given by management that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss. The going-concern basis has been adopted in preparing the annual financial statements. Based on forecasts and available cash resources the directors have no reason to believe that the company will not be a going concern in the foreseeable future. The annual financial statements support the viability of the company.

The annual financial statements have been audited by the independent auditing firm, Pretorius Auditors, who have been given unrestricted access to all financial records and related data, including minutes of all meetings of the shareholder the board of directors and committees of the board. The directors believe that all representations made to the independent auditor during the audit were valid and appropriate. The external auditors' unqualified audit report is presented on pages 3 to 4.

The annual financial statements as set out on pages 9 to 20 were approved by the board on _____ and were signed on their behalf by:

Smith, M (Acting Chairman)

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Annual Financial Statements for the year ended 30 June 2018

Directors' Report

The directors present their report for the year ended 30 June 2018.

1. Review of activities

Main business and operations

The principal activity of the company is administration of the estate's assets and furtherance of owner's interest therein and there were no major changes herein during the year.

The operating results and statement of financial position of the company are fully set out in the attached financial statements and do not in our opinion require any further comment.

Net deficit of the company was R240,898 (2017: R24,642), after taxation of R18,439 (2017: R65,230).

2. Going concern

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

3. Events after reporting date

All events subsequent to the date of the annual financial statements and for which the applicable financial reporting framework require adjustment or disclosure have been adjusted or disclosed.

The directors are not aware of any matter or circumstance arising since the end of the financial year to the date of this report that could have a material effect on the financial position of the company.

4. Directors

The directors of the company during the year and to the date of this report are as follows:

Blythe-Wood, JR (Resigned 11 October 2018)

Kuun, CW

Otto, JDT

Roux, W (Appointed 20 December 2017)

Smith, GA

Smith, M (Acting Chairman)

Snyman, JP (Resigned 10 November 2017)

Venter, PJ

MOSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Annual Financial Statements for the year ended 30 June 2018

Directors' Report

5. Secretary

The company's designated secretary is Prinsloo, WCE.

Business address

11 Meyer Street

Mossel Bay

6500

6. Independent Auditors

Pretorius Auditors were the independent auditors for the year under review.

7. Solvency and Liquidity

The directors have performed the required solvency and liquidity test as required by the Companies Act of South Africa

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Statement of Financial Position

Figures in R	Note(s)	2018	2017
Assets			
Non-Current Assets			
Property, plant and equipment	3	464,362	504,837
Current Assets			
Trade and other receivables	4	916,462	875,993
Cash and cash equivalents	5	1,724,761	1,858,639
		<u>2,641,223</u>	<u>2,734,632</u>
Total Assets		<u>3,105,585</u>	<u>3,239,469</u>
Equity and Liabilities			
Equity			
Retained earnings		2,176,261	2,418,334
Current Liabilities			
Trade and other payables	6	504,310	377,377
Deposits held	7	383,974	378,224
Current taxation liability		41,040	65,534
		<u>929,324</u>	<u>821,135</u>
Total Equity and Liabilities		<u>3,105,585</u>	<u>3,239,469</u>

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Statement of Comprehensive Income

Figures in R	Note(s)	2018	2017
Revenue	8	5,281,388	4,981,700
Other income	9	179,475	76,216
Operating costs		<u>(5,952,470)</u>	<u>(5,288,384)</u>
Operating loss	10	<u>(491,607)</u>	<u>(230,468)</u>
Finance income	11	<u>269,148</u>	<u>271,056</u>
(Loss)/profit before taxation		<u>(222,459)</u>	<u>40,588</u>
Taxation expense	12	<u>(18,439)</u>	<u>(65,230)</u>
Loss for the year		<u>(240,898)</u>	<u>(24,642)</u>

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Statement of Changes in Equity

Figures in R	Note(s)	Retained earnings	Total
Balance at 1 July 2016		2,444,858	2,444,858
Loss for the year		(24,642)	(24,642)
Balance at 30 June 2017		<u>2,420,216</u>	<u>2,420,216</u>
Balance at 1 July 2017		2,420,216	2,420,216
Loss for the year		(240,898)	(240,898)
Balance at 30 June 2018		<u>2,179,318</u>	<u>2,179,318</u>

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Statement of Cash Flows

Figures in R	Note(s)	2018	2017
Cash flows from operating activities			
Loss for the year		(240,898)	(24,642)
<i>Adjustments for:</i>			
Income tax		18,439	65,230
Depreciation of property, plant and equipment		108,968	95,150
Impairment of Property, plant and equipment		21	-
Investment income		(270,323)	(272,938)
Retained income - adjustment during year		-	28,075
Operating cash flow before working capital changes		(383,793)	(109,125)
<i>Working capital changes</i>			
Increase in trade and other receivables		(40,469)	(136,196)
Decrease/(increase) in short-term loans		5,750	(78,750)
Increase/(decrease) in trade and other payables		126,932	(50,072)
Cash utilised in operating activities		(291,580)	(374,143)
Investment income		269,148	271,056
Income tax paid		(42,933)	(72,190)
Net cash from operating activities		(65,365)	(175,277)
Cash flows from investing activities			
Property, plant and equipment acquired	3	(68,513)	(110,064)
Net cash utilised in investing activities		(68,513)	(110,064)
Decrease in cash and cash equivalents			
		(133,878)	(285,341)
Cash and cash equivalents at beginning of the year		1,858,639	2,143,980
Cash and cash equivalents at end of the year	5	1,724,761	1,858,639

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Accounting Policies

1. General information

Mossel Bay Golf Estate Home Owners Association is a non-profit company incorporated in South Africa.

2. Summary of significant accounting policies

The annual financial statements have been prepared in accordance with the International Financial Reporting Standards for Small and Medium-sized Entities issued by the International Accounting Standards Board. The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

These financial statements have been prepared under the historical cost convention and are presented in South African Rands.

The preparation of annual financial statements in conformity with the IFRS for SMEs requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the group's accounting policies. Areas involving a higher degree of judgement or complexity, or areas where assumptions and estimations are significant to the financial statements, are disclosed in a note.

2.1 Revenue recognition

Revenue comprises the fair value of the consideration received or receivable for the sale of goods and services in the ordinary course of the company's activities. Revenue is shown net of returns and discounts.

The company recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of the company's activities, as described below:

2.1.1 Interest income

Interest income is recognised using the effective interest method.

2.2 Income taxation

The taxation expense for the year comprises current and deferred taxation. Taxation is recognised in profit or loss, except that a change attributable to an item of income or expense recognised as other comprehensive income is also recognised directly in other comprehensive income.

The current income taxation charge is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the reporting date.

Deferred taxation is recognised on differences between the carrying amounts of assets and liabilities in the financial statements and their corresponding taxation bases (known as temporary differences). Deferred taxation liabilities are recognised for all temporary differences that are expected to increase taxable profit in the future. Deferred taxation assets are recognised for all temporary differences that are expected to reduce taxable profit in the future, and any unused taxation losses or unused taxation credits. Deferred taxation assets are measured at the highest amount that, on the basis of current or estimated future taxable profit, is more likely than not to be recovered.

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Accounting Policies

The net carrying amount of deferred taxation assets is reviewed at each reporting date and is adjusted to reflect the current assessment of future taxable profits. Any adjustments are recognised in profit or loss.

Deferred taxation is calculated at the tax rates that are expected to apply to the taxable profit (tax loss) of the periods in which it expects the deferred taxation asset to be realised or the deferred taxation liability to be settled, on the basis of tax rates that have been enacted or substantively enacted by the end of the reporting period.

2.3 Property, plant and equipment

Items of property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

Depreciation is charged so as to allocate the cost of assets less their residual values over their estimated useful lives, using the straight-line method. The following rates are used for the depreciation of property, plant and equipment:

Land and buildings	Indefinite
Motor vehicles	25.00%
Office equipment	16.67%
Electronic Equipment	33.33%
Fencing, roads and infrastructure	10.00%

2.4 Impairment of non-current assets

At each balance sheet date, the carrying amounts of tangible and intangible assets and investments in associates are reviewed to determine whether there is any indication that those assets have suffered an impairment loss. If the fair value less costs to sell of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its fair value less costs to sell. An impairment loss is recognised immediately in profit or loss.

If an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its fair value less costs to sell, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately in profit or loss.

2.5 Trade and other receivables

Trade receivables are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest rate method, less provision for impairment. A provision for impairment of trade receivables is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Accounting Policies

2.6 Cash and cash equivalents

Cash and cash equivalents includes cash on hand, demand deposits and other short-term highly liquid investments with original maturities of three months or less. Bank overdrafts are shown under current liabilities on the statement of financial position.

2.7 Trade payables

Trade payables are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

2.8 Deposits held

Deposits are held for various building and rental activities. Deposits are recognised as income when the deposit was unclaimed for 36 months after the fulfillment of contractual obligations.

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

Figures in R

2018

2017

3. Property, plant and equipment

	Cost	Accumulated depreciation	2018 Carrying value	Cost	Accumulated depreciation	2017 Carrying value
<i>Owned assets</i>						
Land and buildings	27,660	(27,656)	4	27,660	(27,656)	4
Motor vehicles	72,800	(41,862)	30,938	72,800	(28,112)	44,688
Office equipment	4,986	(1,178)	3,808	23,099	(18,451)	4,648
Electronic Equipment	197,979	(165,944)	32,035	305,172	(257,370)	47,802
Fencing, roads and infrastructure	723,709	(326,132)	397,577	1,181,187	(773,492)	407,695
	1,027,134	(562,772)	464,362	1,609,918	(1,105,081)	504,837

The carrying amounts of property, plant and equipment can be reconciled as follows:

	Carrying value at beginning of year	Additions	Disposals	Depreciation	2018 Carrying value at end of year
<i>Owned assets</i>					
Land and buildings	4	-	-	-	4
Motor vehicles	44,688	-	-	(13,750)	30,938
Office equipment	4,648	-	-	(840)	3,808
Electronic Equipment	47,802	11,494	-	(27,261)	32,035
Fencing, roads and infrastructure	407,695	57,019	-	(67,137)	397,577
	504,837	68,513	-	(108,988)	464,362

	Carrying value at beginning of year	Additions	Disposals	Depreciation	2017 Carrying value at end of year
<i>Owned assets</i>					
Land and buildings	4	-	-	-	4
Motor vehicles	1	55,000	-	(10,313)	44,688
Office equipment	650	4,985	-	(987)	4,648
Electronic Equipment	42,072	25,000	-	(19,270)	47,802
Fencing, roads and infrastructure	447,196	25,079	-	(64,580)	407,695
	489,923	110,064	-	(95,150)	504,837

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

Figures in R	2018	2017
The Mossel Bay Golf Estate Home Owners Association's land and buildings consist of the following:		
Erf 14970 Mossel Bay		
In the Municipality and Division of Mossel Bay		
Province Western Cape		
In Extent: 956 square metres		
As will appear from general plan no. 4839/98 and held by certificate of registered title no. T118375/1998		
-Acquired on 02 April 2008	12,000	12,000
-Impairment	(11,999)	(11,999)
	<u>1</u>	<u>1</u>
Erf 15091 Mossel Bay		
In the Municipality and Division of Mossel Bay		
Province Western Cape		
In Extent: 695 square metres		
As will appear from general plan no. 4839/98 and held by certificate of registered title no. T118375/1998		
-Acquired on 30 January 2008	6,919	6,919
-Impairment	(6,918)	(6,918)
	<u>1</u>	<u>1</u>
Erf 15093 Mossel Bay		
In the Municipality and Division of Mossel Bay		
Province Western Cape		
In Extent: 553 square metres		
As will appear from general plan no. 4839/98 and held by certificate of registered title no. T118375/1998		
-Acquired on 02 April 2008	5,433	5,433
-Impairment	(5,432)	(5,432)
	<u>1</u>	<u>1</u>
Erf 19595 Mossel Bay		
In the Municipality and Division of Mossel Bay		
Province Western Cape		
In Extent: 8 square metres		
As will appear from general plan no. 4839/98 and held by certificate of registered title no. T044674/08		
-Acquired on 16 April 2008	3,307	3,307
-Impairment	(3,306)	(3,306)
	<u>1</u>	<u>1</u>

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

Figures in R

	2018	2017
4. Trade and other receivables		
Trade debtors	903,820	862,407
Prepaid Insurance	4,104	4,104
Deposits	4,830	6,900
Suiderkruis Security	-	2,582
Levy - CSOS	3,708	-
	<u>916,462</u>	<u>875,993</u>
5. Cash and cash equivalents		
Cash on hand	3,000	3,000
ABSA Cheque - 4049422172	51,362	14,921
ABSA Bank - Investment Advantage: 92 8938 1490	12,348	26,336
ABSA Bank - Money Market Fund: 92 8040 4992	23,854	19,813
ABSA Bank Call Account - 91 0002 3927 - Builders Deposits	99,000	117,128
ABSA Bank - 9323008754 - Contractors Deposits	20,000	20,000
ABSA Bank Liquidity Plus: 93 1284 1078 - Rental Deposits	33,000	25,633
Allan Gray - AGUT 44 6128	840,338	784,024
Allan Gray - AGUT 44 6129	641,859	847,783
	<u>1,724,761</u>	<u>1,858,639</u>
6. Trade and other payables		
Trade creditors	236,699	373,386
Value Added Tax	4,406	3,991
Levies recieved in advance	263,205	-
	<u>504,310</u>	<u>377,377</u>
7. Deposits held		
Architectual Review Fees	76,474	59,224
Builder's Deposits	254,500	273,500
Contractors Deposits	20,000	20,000
Rental Deposits	33,000	25,500
	<u>383,974</u>	<u>378,224</u>

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

Figures in R

2018

2017

8. Revenue

An analysis of revenue is as follows:

Levies Received	5,015,388	4,728,000
Special Levy - Obligation to build	262,000	253,700
Special Levy - Road Fund	4,000	-
	<u>5,281,388</u>	<u>4,981,700</u>

9. Other Income

Auction Income	19,600	-
Cell to Gate	14,900	12,200
Entry Fees	28,640	49,461
Legal Fees Recovered	34,000	-
Penalties	5,360	5,185
Remote control sales	4,300	8,900
Sponsorships Received	57,930	-
Sundry income	3,433	470
Unallocated Funds older than 3 years	11,312	-
	<u>179,475</u>	<u>76,216</u>

10. Operating profit

Operating profit is arrived at after taking into account the following items:

Depreciation and impairments

Owned assets

Motor vehicles	13,750	10,313
Office equipment	840	987
Electronic Equipment	27,261	19,270
Fencing, roads and infrastructure	67,138	64,580
	<u>108,989</u>	<u>95,150</u>

Auditors' remuneration

Audit fees

-current

13,200	12,485
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Caretaker Fee

264,449	266,760
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Operating lease charges

Telephone lines¹

370,470	342,102
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MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

Figures in R	2018	2017
11. Finance income		
Investment income	269,148	271,056
	<u>269,148</u>	<u>271,056</u>
12. Income taxation expense		
Current taxation	41,040	65,534
Overprovision in prior year	(22,601)	(304)
Income taxation for the year	<u>18,439</u>	<u>65,230</u>
13. Directors' emoluments		
No emoluments have been awarded to the directors for the year under review.		
14. Contingent liabilities		
Two owners Mr VB Moll and Moll Family Trust from Units E16506 and E15736 indicated the possible dispute of the legality of the recovery of the special levies raised to the value of R34 469.96 and R32 953.55 in respect of obligation to build penalties in terms of the Memorandum of Incorporation of the association. This matter is unresolved.		
At the reporting date the financial effect and timing of any possible outflow of resources could not be reliably measured.		
15. Prior period correction		
A prior period correction was effected in the current year to correct the VAT amount outstanding with the South African Revenue Service.		
<i>Statement of financial position</i>		
Decrease in Trade and other payables		28,075
Increase in Accumulated reserves		(28,075)
	<u>-</u>	<u>-</u>

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Detailed Income Statement

Figures in R	Note(s)	2018	2017
Gross Revenue			
Levies Received		5,015,388	4,728,000
Special Levy - Obligation to build		262,000	253,700
Special Levy - Road Fund		4,000	-
		<u>5,281,388</u>	<u>4,981,700</u>
Other Income			
Auction Income		19,600	-
Cell to Gate		14,900	12,200
Entry Fees		28,640	49,461
Investment income	11	269,148	271,056
Legal Fees Recovered		34,000	-
Penalties		5,360	5,185
Remote control sales		4,300	8,900
Sponsorships Received		57,930	-
Sundry income		3,433	470
Unallocated Funds older than 3 years		11,312	-
		<u>448,623</u>	<u>347,272</u>
		<u>5,730,011</u>	<u>5,328,972</u>

The supplementary information presented does not form part of the annual financial statements and is unaudited

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Detailed Income Statement

Figures in R	Note(s)	2018	2017
Brought Forward		5,730,011	5,328,972
Expenditure			
Accounting fees		15,140	13,265
Assessment rates and municipal charges		165,610	157,077
Auditors' remuneration		13,200	12,485
Bad debts		114,335	-
Bank charges		22,495	22,483
Cell to Gate Expense		3,412	11,855
Depreciation		108,968	95,150
Donations		79,300	50,000
Emoluments - Directors	13	-	-
Entertainment		5,620	-
Fines and penalties		415	371
Golf club awards/membership fees		817,098	835,000
Impairment - Tangible assets		21	-
Insurance		43,096	31,670
Line Rental		370,470	342,102
Legal expense		438,059	34,600
Maintenance - Garden and Refuse		494,448	471,133
Maintenance - Nature Reserve		91,389	175,539
Maintenance - Swimming Pools		165,845	142,357
Management Agents		395,185	372,000
Meals		32,520	-
Other Expenses		10,413	37,190
Printing and stationery		15,321	6,311
Remote Control Purchases		1,540	1,435
Rent - AGM Hall		12,997	2,050
Repairs and maintenance		279,276	298,718
Security		1,636,496	1,552,621
Site Office		616,551	607,684
Subscriptions		3,250	-
Sundry Expense		-	15,288
Vehicle Expenses		1,179	1,882
		5,952,470	5,288,384
(Loss)/profit before taxation		(222,459)	40,588
Taxation		(18,439)	(65,230)
Loss for the year		(240,898)	(24,642)

The supplementary information presented does not form part of the annual financial statements and is unaudited

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Detailed Income Statement - Golf Day (Extract)

Figures in R	2018	2017
Other Income		
Auction Income	19,600	-
Entry Fees	28,640	49,461
Sponsorships Received	57,930	-
	<u>106,170</u>	<u>49,461</u>
Expenditure		
Donations	75,300	50,000
Meals	32,520	-
Other Expenses	10,413	-
	<u>118,233</u>	<u>50,000</u>
Loss for the year	<u>(12,063)</u>	<u>(539)</u>

The supplementary information presented does not form part of the annual financial statements and is unaudited

MOSSEL BAY GOLF ESTATE HOME OWNERS ASSOCIATION

(Registration Number 1999/001249/08)

Financial Statements for the year ended 30 June 2018

Taxation

Figures in R	2018	2017	
Income - receipts and accruals			
Levy income	5,281,388	4,981,700	
Other income	179,475	26,755	
Finance income	269,148	271,056	
Total income	5,730,011	5,279,511	
Less: Levies - exempt under S 10(1)(e) exemption	(5,281,388)	(4,981,700)	
Less: bad debts written off related to interest and penalties	(114,335)	-	
Less: expenses related to other income	(136,403)	(11,603)	
Total receipts and accruals subject to income tax	197,885	286,208	
Less: Basic exemption S 10(1)(e)(ii)	(50,000)	(50,000)	
Income subject to income tax	147,885	236,208	
Allowable expenditure			
Accounting Fees	15,140	13,265	
Independent auditor's fees	13,200	12,485	
Bank charges	22,495	22,483	
Total allowable expenditure	50,835	48,233	
TAX CALCULATION			
<u>Income subject to income tax</u>	X	<u>Allowable expenditure</u>	
Total income		1	
Allowance deduction:			
147,885	X	50,835	1,312
<u>5,730,011</u>		<u>1</u>	<u>2,158</u>
Calculation of taxable income and income tax payable			
Income subject to income tax	147,885	236,208	
Less: Allowable deduction	(1,312)	(2,158)	
Taxable income	146,573	234,050	
Income tax payable at 28% - 2018 (28% - 2017)	41,040	65,534	
Tax Liability			
Amount owing at the beginning of the year	(68,823)	(72,494)	
Prior year over provision	22,601	304	
Tax owing before current year changes	(46,222)	(72,190)	
Less: Assessments paid	51,666	72,190	
Tax owing for current year	(41,040)	(65,534)	
Income tax per calculation	(41,040)	(65,534)	
Amount owing at the end of the year	(35,596)	(65,534)	

The supplementary information presented does not form part of the annual financial statements and is unaudited

STATUS MARK MANAGEMENT SERVICES PO BOX 567, MOSSEL BAY		Proposed BUDGET 19-20			BUDGET		
					TEL: 044 691 3054/ FAX: 044 691 1520		
A	B	C		E	F	H	
MOSSEL BAY GOLF ESTATE	BUDGET	FINANCIAL STATEMENTS		BUDGET CURRENT	PROPOSED		
DESCRIPTION	2017/2018	2017/2018 ANNUAL		2018/2019	2019 / 2020		
1	AUDIT FEES	R 12,090.00		R 13,965.00	R 14,950.00		
2	BANK CHARGES	R 22,500.00		R 24,000.00	R 25,680.00		
3	GOLF CLUB AWARD	R 880,000.00		R 871,322.00	842,161.00		
4	ESTATE MANAGEMENT						
5	AGENT	R 394,320.00		R 417,190.00	R 444,307.00		
6	OFFICE RENTAL						
7	SITE OFFICE	R 644,931.00		R 651,216.00	R 690,383.00		
8	ACCOUNTANT	R 13,125.00		R 13,125.00	R 15,680.00		
9	ESTATE PROPERTY						
10	GARDENS & Refuse	R 482,668.00		R 523,127.00	R 589,860.00		
11	POOL MAINTENANCE (incl water & electricity)	R 135,051.00		R 176,392.00	R 187,420.00		
12	LEGAL & PROF FEES	R 21,000.00		R 50,000.00	R 50,000.00		
13	INSURANCE	R 30,000.00		R 45,000.00	R 50,000.00		
14	MAINTENANCE						
15	ROADS						
16	FENCES & OPEN AREAS	R 298,000.00		R 253,920.00	R 300,000.00		
17	NATURE RESERVE & REPORTS	R 140,000.00		R 140,000.00	R 140,000.00		
18	MUNICIPALITY						
19	WATER & LIGHTS & RATES	R 125,000.00		R 160,000.00	R 159,000.00		
20	RATES	R 23,000.00			R 36,740.00		
21	SECURITY	R 1,650,000.00		R 1,800,000.00	R 1,953,000.00		
22	STATIONARY & POSTAGE	R 6,500.00		R 7,000.00	R 8,800.00		
23	PR & MARKETING	R 12,000.00		R 14,000.00	R 20,000.00		
24	SUNDRIES	R 12,000.00		R 15,900.00	R 26,500.00		
25	RESERVE FUND/CAPITAL EXPENDITURE	R -					
26	TELEPHONE INTERNAL SYSTEM	R 330,000.00		R 410,000.00	R 410,000.00		
27	TAX & OTHERS				R 50,560.00		
28	DEPRECIATION						
29	INTEREST ON INVESTMENT	R 180,000.00		R 122,388.00	R 79,700.00		
30	TOTAL	R 5,052,185.00		R 5,463,769.00	R 5,935,341.00		
31	per unit	R 1,060.78		R 1,155.62	R 1,255.00	Rounded	
32	OMBUDSMAN FEES	R 11.22		R 13.11	R 15.00	New as per CSOS Act	
33	TOTAL PROPOSED LEVY VAT INCL	R 1,072.00		R 1,168.73	R 1,270.00		

Total Annual Levy: R 15,240.00

Monthly levy: R 1,270.00