

Minutes of Meeting

Plumstead Neighbourhood Watch

Annual General Meeting

19:00 | 28 August 2019

South Peninsula High School | Old Kendal Rd, Diep River, Cape Town

1. Welcome and Opening of the AGM

The chairman welcomed the members in attendance. A special welcome was extended to SAPS, Law Enforcement, CPF, DOCS and City of Cape Town members; as well as Ward Councillors that may be present.

2. Attendance

2.1. In Attendance

An attendance register is available under separate cover.

2.2. Apologies

Apologies tendered were noted:

Gillian	Ashton
Nicky	Burnell
Mary	Frylinck
Alfons	Genseberger
Lynn	Little
Kirsty-Ann	Mans
Glenn	Milne
Carol	Smith
Jeremy	Taylor
Colin Ernest	Witten
Jenny	Wright
David	Marchington
Joan	Yarnold
Arilyn	Brown
Brian	Brown
Mike	Roman
Carol	Bew
Alexis	Serra
Nikki	Enticott

3. Minutes of previous AGM: 28 May 2018

The minutes of the AGM that took place on 28 May 2018 were taken as read and adopted.

Adopted: Gary Klugman

Seconded: Raees Mohamed

4. Financial Report by the Treasurer

The Treasurer presented the financial statements for the 2018/19 financial year; as well as the first quarter of the 2019/20 financial year. The documentation had been made available on the PNW website prior to the meeting.

4.1. Balance Sheets

No questions were raised.

4.2. Income Statements

- The matter of appreciations was clarified.
- In terms of the R121 0000 balance, it was noted that a Money Market Account was being considered to move some funds to gain interest.

4.3. Expenses

- It was advised that the practice of fuel contributions had been stopped since the inception of the new Executive Management Committee.
- The names of individuals that had benefited from fuel contributions could not be divulged. The matter may be addressed after the meeting.
- The City of Cape Town has paid for camera maintenance in the current financial year.

4.4. Financial Audit

The financial report indicates that the financials had not been audited or independently reviewed. It was responded that the financials had been drafted at no cost; and that the PNW financials had not been audited. It was stated that the report presented is thus factually incorrect.

4.5. Adoption of the Treasurer's Report

Adopted: [inaudible]

Seconded: [inaudible]

5. Operational Manager's Report

5.1. Operations

Regular operations that have taken place since the inception of the current Executive Management Committee were presented.

5.2. Response Team

PNW had introduced a response team, consisting of more experienced patrollers. This innovation has been met with much success.

5.3. Training

PNW would continue to offer training for prospective patrollers; as well as current patrollers.

5.4. Standard Operating Procedure

A standard operating procedure had been introduced, which is available on the website.

6. SAPS Crime Overview

Warrant Officer Roman was introduced and invited to present the SAPS Crime Overview for the period under review. It was advised that there had been a number of transfers and resignations out of the precinct and replacements were awaited. Statistics were discussed.

- Robberies and sexual assault remains a main area of concern; an increase of 14 %.

- Property crimes had reduced by 4 %.
- Crimes that are dependent on police action such as drug-related or drunken driving, as well as firearms and ammunition offences increased by 47 %.
- The total crimes presented amounts to 2 770. Of these, 46 % occurred in the Plumstead area, amounting to 1 290 crimes overall. Of the Plumstead crimes, various contact crimes were lifted out, equalling 189. Of the 189 contact crimes, an arrest rate of 50 % is indicated. It was stated that this arrest rate is not adequate. Contact crimes account for 14 % of the total crime rate in the Plumstead area alone.
- In terms of property crimes, areas change on a daily basis. There is an influx of people wanting to live in Plumstead, which brings more problems for crime situation.
- Property crime, motor vehicle thefts, malicious damage to property, theft out of motor vehicles (includes attempts) are 502 for the Plumstead area, of which there were only 49 arrests. Property crimes account for 40 % of the Plumstead total crime rate. Of the 40 % there is a 9 % arrest rate. Property crime remains the most challenging of crimes.
- SAPS has endeavoured to work more closely with Neighbourhood Watches and CVIC to forge better working relationships. SAPS furthermore endeavours to be proactive while people are working.
- There is an intelligence-based network in the area. It appears that, although there are exceptions, the majority of crimes are committed by individuals from outside of the Plumstead area and have links all over.
- Inroads have been made in the amount of crime. Housebreaking and property crime is down by almost half compared to the same time the previous year; due largely to the PNW. Volunteering and what the Executive Management Committee has done is commendable. Although there was internal turmoil, PNW should continue to do what it does and provide support to make the area safer.

7. Chairperson's report

The chairperson reported on the following topics:

7.1. Dream Team and PNW Juniors

These groups undertake fundraising and give back to the community.

7.2. Membership

- Membership figures as at End-May 2018: 1 679 members; as at End-August 2019: 1 794 members. A growth of 115 members.
- There are currently 222 registered patrollers. Not all of them patrol regularly due to various reasons.
- A large number of members and patrollers have been removed from the website due to the fact that they no longer reside in the area, or no longer have vested interests in the area.

7.3. Hours Patrolled

- Between August 2017 and August 2018 14 585 hours were patrolled by patrollers.
- Between August 2018 and August 2019 a drop was reported to 13 478.
- It is hoped that hours would increase from that day on.

7.4. Incidents Logged on the Website

Statistics may not correspond with those of SAPS; but are logged on the website. Incident reports are disseminated via email.

- Section 1: 21 incidents since the previous AGM. Down by 56.
- Section 2: 21 incidents. Down by 49.
- Section 3: 39 incidents. Down by 77.
- Section 4: 68 incidents. Down by 100.
- Section 5: 21 incidents. Down by 48.
- Section 6: 73 incidents. Down by 167.
- Section 7: 77 incidents: Down by 175.

7.5. Top Five Crime Hotspots

Specific roads that were reported; as logged on the website and may not necessarily correspond with SAPS.

1. Main Road: 27 incidents.
2. Gabriel Road: 14 incidents.
3. Culm Road: 13 incidents.
4. Morton Road: 7 incidents.
5. Victoria Road: 5 incidents.

7.6. Top Five Crime Types (as per incidents logged on the website)

1. Theft out of motor vehicles: 70
2. Residential burglary: 58
3. Common theft: 44
4. Attempted residential burglary: 20
5. Attempted theft out of motor vehicles: 20

7.7. DOCS Accreditation

PNW is now DOCS accredited. DOCS has offered various neighbourhood watch training sessions for patrollers, which has been well-received. Thanks were extended to DOCS.

7.8. CVIC

A year-end braai took place with the CVIC Controllers and PNW experienced the privilege of viewing and seeing how the control room works. The event was exciting and enjoyed by all who attended. Thanks were extended to the CVIC Control Room.

7.9. Response Team

The Response Team concept had been developed by a well-known gentleman called Andrew Lilly. Thanks and appreciation was expressed to Mr Lilly for his genius idea.

The Response Team had been implemented and has received an overwhelming support and praise by many role-players; not only in Plumstead, but across the entire Southern Suburbs. Other neighbourhood watches have asked Plumstead Neighbourhood Watch to assist and guide their neighbourhood watches in implementing response teams of their own.

7.10. First Aid Team

The First Aid Team, led by a qualified ILS paramedic, has been implemented and has received many compliments and appreciation from members, the public and Emergency Services. Thanks were extended to all role-players involved.

7.11. Mountain Operation

SAPS had introduced a Mountain Operation to bring neighbouring watches and SAPS together. It has been a great experience and success and a team building experience between patrollers, as well as other neighbouring watches. There would be an operation on the coming Saturday and all were invited to participate.

7.12. Alerts Group

In keeping with a promise made by the incoming Executive Management Committee regarding sources of communication, a new Alerts Group has been well-received by patrollers and is working smoothly, along with many SAPS members, Law Enforcement members and the Control Room being on the group. The group has aided quick responses and help from patrollers.

7.13. Residents' Alert Group

A WhatsApp group was limiting and a second Alerts Group has been created, which is working fairly well.

7.14. Email Communication

An open platform of communication with all is intended. Periodic newsletters have also been introduced to keep all in the loop of good news.

7.15. Upcoming courses and projects

The intention is to improve the patrollers' skills in Plumstead Neighbourhood Watch. There is various first aider training; basic firefighting; trauma counselling; self-defence; patroller awareness courses; as well as accident management awareness. Patrollers are usually the first to respond to any given scene, especially accident scenes that have been experienced recently, and such training is thought to be vital that patrollers are upskilled in these respective ways. Information may be relayed to the Control Room and receive the necessary emergency services on scene fairly quickly. There has been a great response thus far.

7.16. Prospective Projects

Proposed interactive events for patrollers:

- PNW Sleep Out, or interaction evening: Patrollers and members will take to the streets and sleep, and/or interact with the homeless on the streets of Plumstead to see what it is like to live on the streets for an evening. SAPS and Law Enforcement support would be required to ensure the safety of patrollers. The project would humble everyone and give them a better perspective of the lives of the homeless. Planning is in the early stages.
- PNW Patrolathon: A twenty-four hour patrolathon where patrollers take to the streets of Plumstead to do rotational patrols for twenty-four hours. In this way there is always someone booked on, ensuring the safety of the neighbourhood. The project had been successful the previous year.

7.17. Future Needs

- Assistance in any way was requested.
- It is hoped that more patrollers will sign up; not just members.
- There is a need for current patrollers to increase patrolling hours. High visibility decreases crime in the area.
- Financial support: PNW is a non-profit organisation and donations are a need. There has been an increased cost of maintaining cameras and servers. Existing members were encouraged to donate.

7.18. Acknowledgement of Contributors

A special thank you was extended to the following contributors:

- ADT Fidelity
- Combat Force
- DDS
- Glam Bins
- Home Security
- Louw Cooper Rasool
- Prestaprint
- Prosec
- Safe House
- Simpson
- Towing companies
- Zone Security
- Debonairs Plumstead
- Eat Out The Box
- OK Supply Store Wynberg
- Pick 'n Pay Plumstead
- Prospur Spar
- Shell Churchill Road
- Shell Gabriel Road
- Spur Plumstead
- Werda Southfield
- The CPF
- CVIC
- DOCS
- Law Enforcement; and their auxiliaries
- SAPS; and their reservists
- The Civic Association
- Our councillors
- EXCO
- MANCO
- Section Leaders
- The Catering Team
- The Dream Team
- Our liaisons
- Our patrollers
- Our financial contributors

8. Proposed new Plumstead Neighbourhood Watch Constitution and Code of Conduct

8.1. Discussion

- Both documents had been distributed to all members of PNW prior to the meeting and had been made available on the website for a number of weeks.
- A member informed the meeting that email input on the documents had not been responded to and thus the documents cannot be adopted (KB). It was suggested that proposed amendments be emailed to the Executive Management Committee for circulation. It was suggested that all members had been provided adequate time to review the new Constitution and Code of Conduct and that the meeting should continue to the voting process. Any objections may be put to the Executive Management Committee after the meeting, whereupon it was responded that a flawed document cannot be accepted.
- Error: Clause 13.1.7. Membership of the draft constitution: Clauses "11.6.1.3, 11.6.1.4, 11.6.1.5." do not appear in the document.
- It was confirmed that advice had been taken from an independent lawyer in the drafting of the proposed Constitution and Code of Conduct. The document had been

provided, and with experience from the neighbourhood watches, had been deemed as correct.

Resolved:

8.2. The error in the draft Constitution was noted for correction and it was resolved to continue to voting for adoption of both the Plumstead Neighbourhood Watch Constitution and Code of Conduct.

Members were given the option to abstain, vote against, or vote for the new Constitution and Code of Conduct.

Any amendments to be provided to the Chairperson after the meeting.

8.3. Adoption of the PNW Constitution and Code of Conduct

The adoption of the draft documents was put to a vote by show of hands. The outcome of the voting process was as follows:

Abstain: 0

Against: 7

For: 36

It was noted from the attendance register that 16 members had not participated in the voting process. Members' names were read out from the attendance register to confirm numbers.

It was clarified by DOCS representatives that there were 57 members that are eligible to vote in attendance. Regardless of the numbers, it was noted that the vote had taken place and it was resolved that the Plumstead Neighbourhood Watch Constitution and Code of Conduct would be adopted.

Resolved:

8.4. The draft Plumstead Neighbourhood Watch Constitution and Code of Conduct were thus accepted as adopted and in effect.

The amendment, as noted in 8.4 above, would be made before dissemination.

9. Meeting Adjournment

Notice of the next AGM would be provided in due course.

In closing the chairman thanked the members present for attending. Attendees were invited to remain for refreshments. Patrollers were reminded to remain safe. There being no further business, the meeting was adjourned at 22:00.

Signature Chairperson:

Date:

Signature Secretariat:

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Date:
