

Sunninghill Gardens Homeowners Association

Annual General Meeting Minutes

Date: 20 November 2025 **Location:** Online (Virtual AGM Platform) **Chair:** Maciej Puna (Chairperson)

1. Welcome & Opening

- Meeting commenced with confirmation of quorum requirements waived (as per postponement rules).
- Chat box open for questions; off-topic questions deferred to General.

2. HOA Membership Benefits Overview

An overview of the benefits of being a member of the HOA were presented. The key areas highlighted were:

- 24-hour dedicated armed response vehicle (plus backup vehicles).
- 24-hour monitored access control at entrances.
- Live monitored CCTV and LPR cameras which are owned by HOA.
- Access to parks, which are maintained and landscaped by HOA.
- Broadcast communication system for updating members on important issues (waterpower, crime).
- Additional service delivery support via Sunninghill Community Ratepayers Association.

3. Agenda

1. Chairman's Report
2. Security Report
3. Financials (Year-end March 2025)
4. Budget & Forecast (2026–2027)
5. Voting & Special Resolutions
6. General

4. Chairman's Report - Maciej Puna

- HOA ensures property values remain intact; Sunninghill Gardens remains a sought-after suburb.
- Security remains the core function, but focus broadened to include infrastructure and parks.
- Upgrades completed in the past year: solar & battery backup at guard houses, resurfacing of Tana exit, Tudor boom gate paving repairs, signage and garden rejuvenation.
- HOA intervened in municipal service delivery failures (e.g., pothole repairs, sewerage clean-ups).
- Membership remains strong despite economic pressures.

- Gratitude expressed to members, committee, and especially Linda Gildenhuys for 30+ years of service.

5. Security Report – Linda Gildenhuys

- Security is the largest budget expense.
- Dedicated vehicle ensures proactive crime prevention, 1–4-minute response times, and follow-up operations.
- HOA funds vehicles, officers, insurance, petrol, and salaries.
- CCTV & LPR cameras linked to SAPS and security databases; proactive alerts and tracking.
- Crime stats in Sunninghill Gardens (Past Financial Year):
 - One armed robbery early in 2025.
 - Isolated incidents and attempted incidents in Kisumu Road, Lilima Crescent and Dukana Road.
- Crime trends in the broader Sunninghill area: vehicle theft, cell phone snatching, laptop theft at shopping centres. Sunninghill Gardens crime is very low in comparison to the broader Sunninghill area.
- Ongoing oversight of Savika Special Ops; polygraphs conducted, strict compliance enforced.

6. Financial Report

- Balance sheet comparison: reserves declined from 2024 to 2025 due to unforeseen, unbudgeted expenses and legislated security increases far above CPI
- Major expenses: security (Savika), repairs & maintenance, pothole repairs, park clean-ups after sewerage spills.
- Legislated security increases (7.5–8.5%) absorbed partly by reserves; member increases kept +-2% below provider escalation.
- HOA's contribution to Sunninghill Ratepayers Association explained (service delivery support).
- HOA membership is strong, but debtors increasing; two complexes resisting annual increases which put a strain on the finances. Issue now resolved with one complex, the other will be handed over to legal.

6.1 Questions and Inputs from Members

- xxxxxx queried measures considered to contain security costs, including staffing levels, vehicle deployments, and coverage of the northern and southern access points.
- xxxxx, xxxxx, and xxxxx emphasised that security should not be reduced and supported the current level of service.
- xxxxx suggested that a comparative costing exercise be conducted with other providers to test competitiveness.

- xxxxx highlighted that quality of service should remain a critical comparison factor, not cost alone.

6.2 Responses from the Committee

- Measure to contain security costs were looked at annually and these were curtailed as much as possible without jeopardising security
- Comparative costing between various security providers was been done at present and would be reported on at the next AGM

7. Budget & Forecast (2026–2027)

- Forecast shows continued reliance on reserves.
- Cost-saving initiatives:
 - Outsourcing grass cutting to Ratepayers Association as of April 2026.
 - Volunteer support from resident Emmy Stewart for garden oversight.
 - Slight reduction in guarding costs negotiated.

Budget Clarification

- xxxxxx asked for clarity on increases security, camera maintenance and replacement allocations over consecutive years.
- xxxxx, xxxxx, xxxxx, and xxxxx engaged in discussion confirming that the increases align approximately with an 8% year-on-year escalation, inclusive of specific line items such as camera maintenance.
- Members noted that the 2026 and 2027 budgets reflected increases consistent with the overall projected escalation.

Responses from the Committee

- Cost were in line with the legislated security industry increases
 - Levy adjustments:
 - No increase for 2026.
 - Proposed 6% increase effective 1 April 2026 (aligned with financial year start).

8. Voting & Special Resolutions

- Items voted on:
 1. Acceptance of financial results.
 2. Permission to revise MOI
 - For compliance with current Companies Act.
 - Amend directors to minimum 5, maximum 8 (current MOI requires 8–12).

- Reduce AGM quorum requirement from 25% of members to fixed number of 25 participants.

Memorandum of Incorporation (MOI) and Quorum Discussion

- **xxxxx** noted that the revised MOI had not yet been circulated and requested clarification on the proposed reduction in quorum thresholds.
- **xxxxx, xxxxx, xxxxx, and xxxxx** expressed support for the amendments, including:
 1. Adjusting the required number of directors, and
 2. Reducing the AGM quorum requirement to **25 members**, acknowledging the historical difficulty in achieving quorum.
- **Results:** All resolutions passed unanimously, including votes from all five directors present.

9. General

General Comments and Expressions of Appreciation

Several members conveyed appreciation to the Board, management team, and volunteers for their ongoing efforts. Members acknowledged the complexity of managing the suburb's affairs and expressed gratitude for maintaining service standards and safety within the community.

Emphasis on maintaining strong security presence despite costs.

Thanks extended to supportive residents and volunteers.

10. Closing

- Meeting adjourned
- Chair thanked all participants for their support.
- Meeting closed with good wishes for the year ahead.