



SILONQUE HOLIDAY ESTATE BODY CORPORATE TRUSTEE MEETING MINUTES

Date: Thursday, 2 October 2025

Time: 10:00 – 12:00

Venue: Zoom

Present:

- Guido Bos (Secretary, Security & Wildlife Management)
- Adema (Trustee, Maintenance)
- Serge Settels (Chairman & Treasurer)
- Paul Erasmus (Management Company Representative)

1. Opening

The meeting was opened by Paul Erasmus.

2. Finance

Account	Balance
Current Account	R113,000
Savings/Reserve Account	R244,000

2.2 Arrear Levies

All units are up to date except Door 3 and Phomolong. Door 11 (Unit 6) was mentioned separately, as it involves a transfer matter.

The developers provided a sales agreement to Adema; however, this should have been a re-transfer. Adema's lawyer (Werner) is preparing a corrected proposal.

Paul reminded Adema of the responsibilities and risks while the property remains in their name.

3. Maintenance

Deferred maintenance will be addressed once the rainy season has ended (April 2026), with priority on roof repairs.

The poor condition of the water pipes was raised by Guido. Adema noted that 70–80% of the strong pipe on the estate was replaced in the last three years.

It was discussed that pro-active replacement of the remaining older sections could be considered.

Task: Guido will look into the brown gate camera as part of his security responsibilities.

Roads from the brown gate to Silonque, and within the estate, will be graded with tyres after the first rains.

4. Staff

Jackson's salary increase from R5,500 to R6,000 was approved. This aligns with the legal minimum wage of R5,609.25 per month and was already included in the approved 2025/26 budget.

The increase will take effect as of 1 October 2025, meaning Jackson's next paycheck will reflect the new rate.

Christmas bonus: Guido suggested this should be handled as a standard employer obligation from the general budget, rather than via voluntary collections. Serge confirmed that a budget allocation is available.

Serge suggested that the first step toward finding a successor for Jackson is to prepare a clear job description. Paul mentioned the possible designation of 'groundsman.' The topic was postponed to the next meeting.

Dewald Hoon's maintenance contract and corresponding budget were approved but will be reviewed in the next meeting. The intention is that the renewed agreement would take effect from January 2026. (Note: His current contract started in March.)

5. Correspondence

None noted separately under this item.

6. General

Developers' proposal concerning Door 11 (Unit 6) was clarified: this should have been a modification proposal, not a purchase. Adema's lawyer is drafting the necessary amendment.

Proposal was made to add Matt and Natasja as non-voting board participants. Guido noted that this should not assume automatic future trusteeship.

Guido formally requested the appointment of a spokesperson. It was agreed that all three trustees will share this responsibility: 1. Adema (mainly for local meetings while present at Silonque), 2. Guido (when meetings coincide with his stay), 3. Serge.

Task: Paul will circulate CSOS regulations regarding alternative energy as well as rules from other estates, to serve as guidelines for Silonque.

The unused swimming pool remains unresolved; the matter may be referred back to members with proposals.

Trustee roles were formally divided as follows: Serge Settels – Chairman & Treasurer; Adema – Maintenance; Guido Bos – Secretary, Security & Wildlife Management.

7. Closure

The next trustee meeting will take place in early December 2025.

The meeting was closed at 12:00.

Minutes prepared by:

Guido Bos

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Serge Settels (Chairman & Treasurer)

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Adema (Maintenance)

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Guido Bos (Secretary, Security & Wildlife Management)