



BONAERO

Enclosure Committee

e-mail: committee@bonaero-enclosure.co.za

Bonaero Enclosure Committee – Working Together for a Safer Community

Bonaero Enclosure Committee Meeting Agenda

Meeting Title: Bonaero Enclosure Committee Meeting

Date: 28th April 2026

Time: 19:00

Location: Bonaero Park.

1. Welcome:

Gary Downs

2. Attendance

2.1 Present,

2.2 Apologies

3. Majority Consent:

3.1 Homeowners within Bonaero Park ext1 (Church Side)

Porto Amelia - 41 houses – 16 signed – 40% (8 corner houses)

Mirabel Street – 44 houses – 12 signed – 27% (4 corner houses)

Shannon Ave – 18 Houses – 14 Signed – 95% - 1 abstained- Selling property.
(4 corners houses)

Schonefeld Ave – 14 houses – 7 signed – 50% (4 corners)

Malpensa Road – 35 houses – 17 signed - 48% (9 corners)

Glamorgan – 18 Houses – 15 signed – 83% (2 corners)

Turnhouse, Peretola, Dalcross, Montoire – Corners stands.

3.1.1. Complexes within Bonaero Park Ext 1

Kennedy – 13 Units – 6 signed – 46%

Coral Ridge – 41 units – 9 signed – 42%.

Orley – 8 units – 2 signed – 25%.

Villa Capri – 21 units – 16 signed – 75%

Interim Committee Members

Angie Beukes, Lumka Molefe, Tonie Botha, Uren Bugwandeen, Gary Downs, Phillip Haarhof, Daryll Heneke, Danie Putter, Johan Smith.



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4. **Communication**

We need to establish the following communications with all the **property owners** and **complex committee members**. Latter to be announced by committee and trustees.

Keep it **small and intimate**. Not large groups.

4.1 WhatsApp groups for each street.

4.1.1 This can be used for important communication.

4.1.2 This can be used for VOTING purposes.

4.2 Email Group including with the following for important documents:

4.2.1 All homeowners.

4.2.2 All estate and complex committees

4.2.3 All empty landowners

4.2.4

4.3 WhatsApp Group for Committee members. (Existing group)

4.3.1 Meetings announcements,

4.3.2 Quick decisions

4.4 WhatsApp Group for all residents, complexes and empty landowners.

Existing group needs to be streamlined to include residents and **EXCLUDE** non relevant people.

5. **Boomed Area.**

5.1 See map for details.

5.2 Gates

5.2.1 Gate 1: Corner of Dalcross road & Mirabel Street.

5.2.2 Gate 2: "T"-Junction of Porta Amelia and Marignane Drive.

5.3 Closed off areas

5.3.1 End of Turnhouse avenue

5.3.2 Blaapan entrance:

at Ascolana side of Blaapan entrance. "No walkthrough"

Blaapan entrance remains within our area.

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6. Direct Expenses for the project:

6.1 Gates and Fencing

6.1.1 Palisade Gates + Fences (4 gates + fences covering 205 meter)

6.1.1.1 Omega Metalworks R196550-00

6.1.2 Clear View Gates + Fences (4 gates + fences covering 205 meter)

6.1.2.1 No quote yet

6.2 Booms and Cameras

6.2.1 Sniper?

6.2.1.1 No quotes yet

6.3 Gate offices with toilets

6.3.1 Offices

6.3.1.1 Option 1 - Brick build office with toilets

6.3.1.2 Option 2 - Container office with chemical toilets.

6.3.1.3 power required to power booms and cameras.

6.4 Total cost of direct expenses for 257 households.

Still to be advised at a later stage.

6.5 VSA Contractors

Notes/

7. Monthly running expenses

7.1 Guards

7.1.1 Number of Guards (Employed by BP Ext1)

4 x R16785 = R67140.00/month, includes camera monitoring at booms.
includes armed response if guard has activated a panic alert.

Cameras will be installed at various points at no extra cost to us.

7.1.2 Total cost per household with ~303 people paying.

R212.00 / month plus vat = R254.82

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8. All needed to comply with requirements

- 8.1 Consent: 67% of homeowners
- 8.2 Agreement from all committees of the complexes
- 8.3 Crime stat of the area. (Supplied by Vonita from CPF)

9. Documents:

- 9.1 We need the following position descriptions with responsibilities.

9.1.1 Chairperson.

Chairperson leads the committee and oversees the entire enclosure project

Responsibilities.

Lead and manage committee meetings.

Ensure the enclosure project moves forward according to plan.

Represent the community when dealing with professional teams, municipality, consultants and authorities.

Ensure decisions made by the committee are implemented accordingly. Co-ordinate with other committee members to keep everyone informed.

Resolve disputes or concerns raised by residents wherever possible.

Sign official documents related to the enclosure application.

9.1.2 Secretary.

The secretary manages all administration and documentation for the committee.

Responsibilities.

keep accurate record of all meetings and supply minutes thereof.

Maintain database of all residents and signed support forms.

Keep copies of all documents required for the enclosure application.

Track important dates and deadlines.

Assist with organizing community meetings or information sessions.

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9.1.3 Treasurer.

The Treasurer manages all finances related to the enclosure project

Responsibilities.

Manage accurate financial records for the project.

Manage funds collected from residents (Contributions, donations etc.). open and manage community banking accounts if needed.

Provide transparent financial records to community residents and the committee.

Ensure all payments (Consultants, application fees etc.) are properly recorded. Monitor the project budget. Ensure accountability and prevent misuse of funds.

9.1.4 Communication.

Serving as the central point of contact for owner queries, concerns,

Distributing community newsletters, notices of upcoming meeting and general updates to community.

Managing official communication channels, such as email systems, official WhatsApp groups, or community websites.

9.1.5 Community Liaisons

The community liaison acts as the communication link between the committee and the community/resident.

Share updates through community groups (WhatsApp, Meetings, notices etc.)

Collect feedback, concerns and suggestions from community / residents.

Help organize volunteers for tasks such as collecting forms etc.

Assist with community surveys or petitions.

Help ensure community / residents understand the process and requirements.

Encourage community participation and support.

9.2 Filling a position in the committee.

9.2.1 Advertising in the community.

9.2.1.1 Nominees must be nominated within 3 days from advertising.

9.2.1.2 Nominees must be nominated directly to the committee by means of email.

9.2.2 Voting process

9.2.2.1 All nominees to be forwarded by email.

9.2.2.2 All motivation or comments to be forwarded by email.

9.2.2.3 All nominees **accepted by the committee** will be placed on a list.

9.2.2.4 The 2 off candidates with most votes goes through to the final vote round.

9.2.2.5 Most votes takes the position.

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10. Financial Report:

Once the project gets the go ahead from the community the following will happen:

10.1 Treasurer will be appointed.

10.2 Trust: will be registered.

10.3 Bank account: will be registered.

10.4 Banking and signing procedures.

10.4.1 All this will be discussed and laid out in due course.

Note: Until the above is not in place, the committee will have joint responsibility around all financial liabilities.

Next meeting

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