

LA PASTORALE

HOME OWNERS ASSOCIATION

January 2020

RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE (ALSO REFERRED TO AS THE TRUSTEES)

1. To ensure that the state of the neighbourhood is such that the growth in the value of the properties in La Pastorale neighbourhood match or exceed the average property growth in the Paradyskloof area. The neighbourhood refers to the individual houses, their pavements, the public space and the perimeter Paradyskloof and Houtkapper Street pavements. This will be achieved through the:
 - Enforcement of the constitution, the architectural guidelines, the painting guidelines and the rules of conduct through requests, warnings or fines or, in some cases, the referral of the matter to the municipality for enforcement of municipal regulations.
 - Employment of workers to clean the streets and to maintain the garden and perimeter pavements every two week and to paint the perimeter walls when necessary.
 - Attending to problems areas as communicated by homeowners and tenants, but please note that, as per the rules of conduct, EXCOM will only become involved in disagreements between neighbours if:
 - ⇒ One or more of the La Pastorale rules of conduct were broken and are still being broken.
 - ⇒ The directly affected complainant has already addressed the issue with his / her neighbours with no success or can provide EXCOM with a valid reason why this is not possible.
 - ⇒ The complainant can provide EXCOM with dates and times when the rules were broken and when he / she addressed the issue with his / her neighbours.
 - ⇒ The complainant is not anonymous and is willing to be named when the issue is addressed with his / her neighbours.
2. To keep email addresses and telephone numbers up-to-date in various areas to allow:
 - Billing of the levies
 - Email and WhatsApp communication
3. To keep the La Pastorale website (www.LaPastorale.co.za) up-to-date
4. To welcome all new residents into the area and to ensure that they receive pertinent information
5. To administer the La Pastorale finances:
 - To propose a new annual levy at each Annual General Meeting.
 - To propose a special levy for capital expenses should the need arise.
 - To operate the La Pastorale bank accounts.
 - To invest and re-invest monies of the Association which are not immediately required, in such a manner as may be determined from time to time.

- To oversee the firm responsible for the La Pastorale accounting.

6. To ensure that there are no monies outstanding and to issue a clearance certificate to allow transfer to take place when a property has been sold.

7. To ensure that the La Pastorale Homeowners Association comply with legal requirements:

- Arranging the Annual General Meeting every year after the February financial year end.
- Submitting the CS2 form four months after the Annual General Meeting as required by the Community Schemes Ombud Service Act, no 9 of 2011.
- Ensuring that the annual Homeowners Association insurance is paid.

8. To foster a community spirit amongst the 62 households:

- To periodically arrange neighbourhood functions.

9. To be involved with the Paradyskloof community's security efforts:

- Attending the Paradyskloof Neighbourhood Watch meetings and distributing the minutes of the meetings to the homeowners and tenants.
- Forming part of the PNW WhatsApp network to be able to keep La Pastorale residents up-to-date with crime and security issues in the area.