

MONAGHAN FARM



At Monaghan Farm, we aim to create a unique, high-quality lifestyle that harmoniously blends with the natural environment and surrounding communities. We strive towards partial self-sustainability and welcome your input and participation in achieving this goal through our various committees.

We strongly believe in open communication and encourage you to contact us via the details below or attend our open community forum discussions or social events. For more detailed information on various topics, please consult the community communications platform or contact the administration office for assistance.

To assist with day-to-day operations, we have compiled an Information Pack that answers Frequently Asked Questions, a Contact List and defines Roles and Responsibilities.

Please refer to these documents for further guidance.

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FARM LIVING AT THE URBAN EDGE

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MONAGHAN FARM INFORMATION PACK

INFORMATION PACK

FARM COMMUNICATIONS

COMMUNITY COMMUNICATIONS PORTAL

The Community Communications Portal at Monaghan Farm was established to facilitate inter-farm communication and provide residents, the HOA, and management teams with access to the latest information. This platform fosters community involvement and inclusion by disseminating news, storing farm-related information and administrative documents, and serving as an online notice board for events and activities.

The portal is designed to be user-friendly and can be accessed securely from multiple devices, including desktops, tablets, and mobile phones. This ensures that residents can stay connected with our community at home or on the go.

To access the portal, residents can log in via the web portal at <https://monaghan.communityportal.co.za/login> or through the resident's tab on the company website at <http://www.monaghanfarm.co.za/>.

If a resident does not have access to the portal or has not received a digital key, they are encouraged to contact the HOA administration for assistance.

DOCUMENT CATEGORIES ON THE PORTAL

The portal offers a wealth of information on administrative and farm-related matters. To access various folders, kindly navigate to **ESTATE > DOCUMENTS**.

Below are the categories of documents available:

General Information - This folder contains valuable documents such as Frequently Asked Questions, Mobile Application Info, and Direct Debit Subscription Forms.

Rules and Regulations - This folder contains documents relating to the rules and regulations governing Monaghan Farm, including Architectural and Landscape Regulations and Monaghan Farm Plant Lists.

Security - This folder contains Access Control Information Leaflets/User Guide, Access Card Application Form, and Access Control Data Capture/ Submission Form for residents, staff, and contractors.

Schedule of Fees, Charges, and Penalties - This folder contains the fees approved by the Board of Directors, including those relating to housekeeping, construction, and transgressions.

Pet Register - This folder contains a Pet Registration Guide.

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Post Box Application - This folder contains Application Forms for post-box registration.

Gardening Tips for the Home Gardener - This folder contains valuable information for maintaining your garden.

Landscape Masterplan - This folder contains information on the Landscape Masterplan for Monaghan Farm.

Contractors and Build Projects - This folder contains lists of Architects and Building Contractors who have worked on projects at Monaghan Farm. It also contains information on the build process, security, access, and deliveries.

Environmental Management Plan - This folder contains regulatory documentation.

Memorandum of Incorporation - This folder contains company documentation.

Annual and Special General Meetings - This folder contains the minutes of all general meetings.

Annual Financial Statements - This folder contains all published financial statements.

Maps: Farm Layout / Trails - This folder contains maps of all trails, places of interest and communal areas identified for development.

Budget - This folder contains the current financial year budget approved by the Board of Directors.

POPI Act - This folder contains regulatory documentation the Board of Directors adopted.

Levy Clearance Policy - This folder contains essential information and interaction steps when selling your home.

Debtors Policy - This folder contains regulatory documentation the Board of Directors adopted.

YOUR CONTACT DETAILS / DATABASE MANAGEMENT

We want to ensure that all residents and tenants at Monaghan Farm receive all critical farm communications. Therefore, we request that you submit contact details for yourself, your family, and any tenants within the Community Communications Portal.

If you are not receiving SMS or email notifications, please update your contact information or contact the admin office for assistance.

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It is crucial to update your contact information, as well as that of your spouse, dependents, and domestic staff, regularly. This information will greatly assist in ensuring a safer community and prompt dissemination of essential updates.

COMMUNITY PORTAL APP

The Community Portal mobile app is free from the Apple App Store and Google Play Store. The app is compatible with iPhones, iPads, and Android devices, ensuring convenient access for all residents.

Stay connected with your community and receive instant updates, including urgent notices, personal messages, forum posts, polls, and news. The app also offers access to estate documents, facilities, and community contacts. You can even easily add a contact's details to your device contacts.

The app also includes an events calendar showcasing your community's upcoming events. You can easily add these events to your device calendar and personalise your notification settings for email and mobile.

A document repository allows for easy storage of household documents that may be useful for you and future owners.

To download the app, please use the following links:

Android: <https://play.google.com/store/apps/details?id=za.co.redi.communityportal&hl=en>

iOS: <https://itunes.apple.com/us/app/community-portal/id978142173?ls=1&mt=8>

SMS NOTIFICATIONS

Our SMS messaging system is utilised to promptly notify residents of emergencies, important notices, or service disruptions.

WHATSAPP NOTIFICATIONS

Residents have created various informal WhatsApp groups to stay connected with the community. We encourage you to engage with these groups to communicate with your fellow residents.

The association manages one official WhatsApp communication channel: **MF Notifications (broadcast group only)**. The HOA uses this platform to inform the community of relevant news, alerts, and developments.

To join the official broadcast group, please follow this link:

<https://chat.whatsapp.com/DTeNfqj244qLXV8Q8xCpFi>

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NOTICES

Notifications through the Community Portal are distributed as needed to inform and remind residents of important information, such as social events, emergencies, and service disruptions.

SUPPORTING LOCAL BUSINESSES / CLASSIFIEDS

To promote local businesses and classifieds, we invite you to submit your company information or advertisement in PDF or JPEG format to chandre@monaghanfarm.co.za by **Wednesday 4 PM**.

Your submission will be included in the Thursday morning distribution via the portal newsletter circular.

We are happy to inform you that there is no cost involved in submitting your company information or advertisement for inclusion. We encourage all residents to use this opportunity to promote and support local businesses.

OPEN FORUM / MONTHLY SOCIAL

We invite all residents to join members of the Board and management team for an open forum discussion on the first Thursday of each month. These meetings usually commence at 5:30 PM and are generally held at the administration office, although the meeting venue may change to the River Deck or other facilities on certain occasions. Notifications of meetings and preferred venues are posted on the community calendar.

We want to emphasise that these open forum discussions are not limited to any specific topic, and we encourage residents to take the opportunity to put forward discussion topics for the benefit of Monaghan Farm. Alternatively, you may use the time to engage with the management team to answer questions and meet fellow residents.

SECURITY

Monaghan Farm is fully committed to providing our residents with a safe and secure environment. Our central control room is staffed around the clock and tasked with the 24/7 monitoring of several critical areas within the property. These areas include the main gate, contractor's entrance, and points where the river enters and exits the premises. In addition, our perimeter fence is equipped with alarms to enhance security, and we have strict access control measures in place.

We also monitor and respond to home alarm systems, augmenting our approach by leveraging technology. As part of our efforts to ensure the highest level of security, we have implemented remote off-site monitoring at critical locations throughout the farm. This allows a trained off-site operator to respond to various triggers and alarms and communicate with on-site personnel to ensure that all policies and procedures are followed.

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ACCESS CONTROL

To ensure the safety and security of our community, we kindly request all residents and staff to submit an access control data capture sheet. Non-residents who require access to Monaghan Farm must also be registered beforehand.

To simplify the process, submission forms and access control user manuals are available for download on our community portal. Thank you for your cooperation in keeping our community safe.

PRE-NUMBERED VEHICLE ID STICKERS

Monaghan Farm uses a pre-numbered vehicle sticker system to help security officers differentiate between residents and visitors during special events at internal boom gates.

This system also allows Monaghan Farm residents access via Blair Atholl only in emergencies. Please note that no vehicle sticker means no access. To obtain a sticker, please collect it from the administration office and place it in the top right-hand corner of your windscreen.



EMPLOYEES TRAVELLING WITH RESIDENTS

We kindly request that employees or domestic workers who are not travelling with residents use the service entrance, which is also used by all staff and contractors, to access Monaghan Farm.

SERVICE PROVIDERS AND CONTRACTORS ACCESS

Access to Monaghan Farm for contractors and service providers is restricted to the service entrance only. The main entrance is not accessible to them. Contractors must adhere to the specified times. Access is not allowed on weekends; only garden and pool service companies are granted special access on Saturdays. All other service providers will not be given access.

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Residents can contact the Manager on Duty at 083 207 0813 for access to emergency services such as plumbing or electrical.

Please take note:

Security Protocol at Service Entrance

- Biometric registration for contractors will only be conducted on weekdays from 08:30 to 15:00.
- Contractors and their staff must bring their original ID documents, valid passport, and visa to register on the security system. Certified copies of these documents must be submitted along with the contractor's data capture sheet.
- A penalty will be imposed on contractors who fail to inform security about staff or sub-contractors who will not be returning to the site.
- Monaghan Farm Security personnel have the right to search all vehicles entering or leaving the Farm.
- Drivers must have a valid driver's license and present it for inspection before entry.
- Valid vehicle license discs are required for entry.
- Contractors may only enter the Farm after 06:30 and must leave by 17:30.
- Deliveries must be scheduled for weekdays between 07:00 and 15:00. Construction work is only allowed from Monday to Friday, not Saturdays, Sundays, or public holidays.
- Security must be notified daily of deliveries or visitors, and contractors must escort delivery vehicles to and from the Service Entrance.
- Vehicles with oil leaks will not be allowed onto Monaghan Farm.
- Only authorised vehicles are permitted onto the Farm, and no articulated vehicles are allowed.
- The load limit for brick loads is 6000 bricks per truck, with a load restriction of 6 tons per axle.
- Tipper trucks are limited to 6m³, while 8-ton flatbed trucks are permitted.
- Exceptions for roof trusses and ready-mix trucks may be made by prior arrangement.

Note that it is the contractor's responsibility to notify their suppliers of these regulations. The HOA will not be held responsible for any claims of losses or damages resulting from non-compliance.

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Access: Entry and Exit points:

- Contractors can only enter and exit Monaghan Farm through the designated service/contractor entrances and turnstiles. All contractor staff, except drivers, must pass through pedestrian turnstiles with biometric controls.
- To ensure safety, contractor staff are not allowed to proceed on foot to building sites and must be transported to and from the Service Entrance.
- All contractor and sub-contractor staff must wear identifiable overalls with their company logo or a specific colour agreed upon by MFHOA. Staff who adhere to the dress code will be allowed access.
- Contractor staff must arrive and depart from Monaghan Farm in uniform without exception.
- The speed limit of 40km/h applies, and penalties for speeding are outlined in the schedule of fees.
- MFHOA will take strict action against any security and access rules violations, which could include suspension of building work, barring of access to the farm, and imposition of penalties, depending on the nature and circumstances of the violation.
- The Property Owner is responsible for any loss or damage caused by their contractor, sub-contractor, or supplier, and any penalties will be added to the property owner's levy account. Access to the site may only be allowed if penalties are paid up to date by the 7th of the month, and penalties must be paid directly to the Monaghan Homeowners Association.

CYCLISTS

To maintain the tranquil environment of Monaghan Farm and avoid excessive traffic, guests wishing to cycle at the farm are to be accompanied by a resident. Moreover, we kindly ask that guests refrain from parking their vehicles outside the main gate but instead use the parking facilities internally or at your home.

For cyclist access via the EAST GATE, we require all cyclists to register for a cyclist card which enables access via the East gate. One member of the group of riders must possess a valid cyclist card, and the group must exit and enter together. It is important to note that vehicles and pedestrian traffic are prohibited via the East gate.

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CYCLISTS AND OFF-ROAD DIRT BIKES (MAIN GATE)

Access for cyclists and off-road dirt bikes via the main gate require that specific entry and exit procedures must be followed. To gain entry, at least one member of the riding group must possess a valid access card, which will be verified by security. Alternatively, enroll biometrically to streamline their entry and exit procedures.

Thank you for your cooperation in keeping Monaghan Farm a safe and peaceful environment.

DOMESTIC STAFF

Domestic staff must enter Monaghan Farm through the service entrance. Pedestrians, including domestic staff, are also requested to use the designated walkway along Jim Bailey Avenue, the main access road within the estate.

Once inside Monaghan Farm, we kindly ask that domestic staff stick to the improved road network when travelling within each separate housing village. This ensures that the trails between and within residential nodes are reserved exclusively for resident use.

We appreciate your cooperation in helping us maintain a safe and pleasant environment within our community.

BIOMETRIC ACCESS

To ensure the safety and security of Monaghan Farm, all domestic staff must be registered on the biometric access system. This mandatory registration occurs at the service entrance on weekdays from 9 am to 3 pm. A valid identification document or work permit must be presented to complete the registration.

Each resident is responsible for informing the security manager via email at sm@monaghanfarm.co.za whenever a new staff member needs to be registered or when an employee is no longer employed and needs to be removed from the biometric access system. This control measure is in place to maintain the security system's integrity and ensure that only authorised individuals are granted access to the estate.

WORK PERMITS AND ASYLUM PAPERS

The biometric system registers the expiration dates of work permits and asylum papers for your staff. To avoid being locked out of the estate, your worker must provide proof of renewal 15 days after the expiration date of the relevant document. Please ensure that your staff knows this policy to avoid any inconvenience.

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CASUAL LABOURERS

We kindly ask that all casual labourers be registered with the HOA security to ensure safety and security within the estate. Please avoid intentionally transporting labourers via the main gate to circumvent security measures, as this is not permitted and may result in access being barred for the labourer. Additionally, for safety reasons, we request that homeowners refrain from employing casual labour at the stop sign between Monaghan Farm and Blair Atholl.

HOME ALARMS

It is advisable to install an alarm system or a panic system that can be monitored 24/7 by our control room.

By installing an alarm system, you will benefit from immediate armed reaction response in an emergency, as an alarm will sound in the central control room.

Some residents have opted to link their home automation systems to our central control room, with the monitoring costs being included in the monthly levy contribution.

Please note that there is a once-off connection fee for purchasing and installing a radio antenna to connect your system to the Monaghan Farm central control room. You can contact our Security Manager to schedule installation.

We recommend you test your alarm system monthly to ensure it functions properly. Only silent alarms are allowed on the premises.

INCIDENT REPORT PROCEDURES

If you notice any damage or vandalism in public areas, please get in touch with the Security Control Room at 087 260 4113/4 or The Manager on Duty at 0832070813 to report the incident. You can also refer to the handy contact list attached or the contacts tab within the community portal for further assistance.

You should save these and other important numbers to your mobile phone for easy emergency access.

SNAKES

Monaghan Farm is home to a diverse range of snakes, and if you encounter any uninvited guests, our trained security staff is available to assist with their safe removal. We kindly request that you refrain from harming or killing any snakes, as they play a crucial role in maintaining the ecological balance of our environment.

For your convenience, we have provided a helpful resource in the general information folder - **Common Snakes of Monaghan Poster**.

SPECIAL INSTRUCTIONS

If you plan to go on vacation or a business trip for an extended period, please inform the security manager of any specific arrangements you would like to have. For instance, you may request an additional home inspection or a reaction officer to follow your spouse home at night.

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For any security-related issues, please get in touch with our Security Manager. If the Security or Duty Manager does not address your security request, please escalate the matter to the General Manager.

TRAFFIC

Please refrain from off-road driving within the common areas of Monaghan Farm. All vehicles must stay on the tar roads and may not leave the improved road network. Additionally, it is essential to note that only a person may drive a vehicle on the farm with a valid personal license or permit specific to that vehicle.

Children under 16 are prohibited from operating golf carts, and using motorised scooters, unlicensed E-bikes, and similar vehicles by children is strictly prohibited.

Parking on road verges is not allowed, as it causes environmental damage and detracts from the area's aesthetics. Penalties for parking on grass verges will be imposed, and all property owners are responsible for any penalties incurred by themselves, their guests, tenants, or service providers.

SPEED LIMIT

The speed limit on Monaghan Farm is set at a maximum of 40 kph. We kindly request your cooperation in adhering to this limit for the safety of all residents and visitors.

Please inform your guests that exceeding speed limits is not permitted and will result in penalties added to the property owner's levy account. Details of the penalties for speeding can be found in the Monaghan Farm Fees, Charges & Penalty Structure.

Rest assured that our traffic control employee is fully trained and equipped with properly calibrated equipment in accordance with the Road Traffic Ordinance. We are happy to provide certificates of staff training and calibration upon request.

DELIVERIES TO YOUR HOME

To ensure the smooth delivery of goods to your home, please refer to the delivery schedule below. For deliveries not covered in the schedule, especially on weekends or public holidays, please make prior arrangements with the Security Manager to ensure you are allowed access.

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	Weekdays	Weekend/Public Holidays
Building materials & Contractor deliveries Please note. truck size and weight restrictions applicable No articulated vehicles Max truck size 6m ² tipper / 8-ton truck	From 07:00 No deliveries allowed after 15:00	No deliveries permitted
Appliances & Furniture	From 07:00 No deliveries allowed after 18:00	From 07:30 No deliveries allowed after 14:30
Wood, Jumping castles, Other	From 07:00 No deliveries allowed after 18:00	From 07:30 No deliveries allowed after 14:30
Flowers, Food, Medicine	From 07:00 No deliveries allowed after 20:00	From 07:30 No deliveries allowed after 20:00
Prior arrangement required		Access by prior arrangement only

PARKING

Please Park your vehicles only in your home driveways, designated parking bays, or on the tar road adjacent to the property being visited. Parking on verges is strictly prohibited, and violators will be penalised.

If you are expecting many guest vehicles, please inform the Security Manager in advance so that special arrangements can be made to accommodate them.

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SERVICES PROVIDED BY THE HOA

ADMINISTRATION AND FINANCES

MONTHLY LEVIES

As a property owner, you are responsible for paying a monthly property levy starting from the date of registration and transfer of your property. The property levy must be paid monthly in advance and is due by the 7th of each month.

For convenience, a Direct Debit facility is available. Direct Debits are processed for payment on the 4th of each month, except on weekends and public holidays, where they will be processed on the following business day. The direct debit includes the levy, preceding monthly costs incurred for water consumption, services rendered, and penalties raised. To subscribe to the Direct Debit system, you can obtain the subscription form from the company bookkeeper.

For property owners that opt not to subscribe to the Direct Debit system, an admin fee will be incurred, as outlined in the Monaghan Farm Fees, Charges & Penalty Structure. The property levy and any sundry charges are payable by the 7th of each month.

Property owners can access your monthly invoices and levy statements through your community portal profile under DOCUMENTS > ACCOUNTS. You will receive an email notification confirming the availability of your property accounts. Please note that invoices and statements are not distributed via email or post.

Please be aware that the property levy does not cover property rates and taxes levied separately by the relevant local authority, which remains the property owner's responsibility.

If you have any financial queries, please get in touch with the company bookkeeper.

VALUE-ADDED TAX (VAT)

Members of Monaghan Farm are not required to pay VAT on levies. However, it is important to note that Monaghan Farm is a registered VAT vendor, and VAT charges will apply to other services, such as administration fees, garden services, rentals, etc., as prescribed by law.

FINANCIAL DISPUTES

If you have any queries or concerns regarding outstanding accounts, penalties, or other charges, please get in touch with our bookkeeper. If the issue remains unresolved, please escalate it to the General Manager.

Please note that our management staff has no authority to make any rulings or issue credits regarding levies, double levies, or penalties. The MFHOA Board of Directors will review all disputes, queries, and requests related to these matters.

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TIMEOUS RESPONSE TO REQUESTS

We are committed to providing timely responses to all requests. Email queries may take up to 48 hours to receive a response. If a manager or staff member still needs to address your request, please escalate the matter to the General Manager.

REFUSE REMOVAL

HOUSEHOLD REFUSE

Household refuse collection takes place weekly, with designated days for each village as follows:

Mondays: Drum Village

Tuesdays: Tempest Village

Wednesdays: Spring Village

Please ensure your refuse bin is placed at the curb outside your home before 08:00 on your designated collection day. Please refrain from placing your bin at the curb the night before. The bins will be collected and returned to your curbside.

It is the responsibility of each resident to keep their refuse bin clean.

If you require a new refuse bin, please get in touch with the Admin Office to arrange for purchase.

RECYCLING

At Monaghan Farm, we strongly encourage our community to engage in recycling efforts to protect our environment and preserve natural resources for future generations. Recycling has many benefits, including reducing the amount of waste that ends up in landfills and conserving energy and raw materials.

Moreover, our recycling program benefits the environment and supports underprivileged communities. Through our program, we work with local organisations to provide opportunities for these communities to participate in recycling efforts and benefit from the program.

By participating in our recycling program, you can positively impact the environment and contribute to a better future for all.

SINGLE BAG RECYCLING

We encourage all residents to participate in our single-bag recycling program. Please place all your recycling items into a single clear refuse bag to simplify the process. There's no need to separate items into different bags as they will be sorted at a facility offsite. By participating in our recycling program, you are contributing to a healthier environment and helping to reduce waste. Thank you for your efforts!

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Please refer to the single-bag recycling guideline below.

SINGLE BAG RECYCLING

	<p>ALL PAPER & CARDBOARD PRODUCTS</p> <p>Newspapers, Office Paper, Cardboard, Cereal Boxes, Milk Cartons, Flyers, Junk Mail, Envelopes, Phonebooks, Magazines, Frozen Food boxes, Pizza boxes</p> <p>Please Clear off all Food Products</p>		<p>GLASS AND BOTTLE JARS</p> <p>All Glass Bottles and Jars</p> <p>Please Empty All Bottles and Jars</p>
	<p>PLASTIC CONTAINERS AND BOTTLES</p> <p>Plastic Bottles, Detergent bottles, Milk Bottles, Ice Cream Containers, yoghurt tubes</p> <p>Please Empty All Containers and Bottles</p>		<p>ALUMINIUM STEEL CANS AND TINS</p> <p>Steel and Aluminium cans, Aluminum Foil and Trays</p> <p>Please Empty All Cans & Tins</p>

PLEASE PLACE BELOW ITEMS IN GENERAL WASTE BIN

Sweet and Crisps packets, Food Waste, Food Contaminated Waste, Pyrex/Oven Glass, Ceramics, Garden Waste, Pet Waste, Nappies, Sanitary Products, Window/Mirror Glass

STILL NOT SURE!! - PLEASE PUT IN WASTE BIN
ALL ITEMS MUST BE DRY, AND FREE OF FOOD RESIDUE
For Further Information - Please Call - 062 276 9104



Safe Waste Solutions (Pty) Ltd.

Waste Management & Recycling

TEL: 062 276 9104

www.safewastesolutions.co.za

GARDEN REFUSE

Please ensure all garden refuse is placed in bags and at the curb outside your home before 08:00 on the designated collection days. The garden refuse collection days for each village are as follows:

Monday - Drum Village

Tuesday - Tempest Village

Wednesday - Spring Village

It's important to note that the garden refuse collected these days is treated on-site and transformed into compost that can be used within the farm during the season. Any surplus garden refuse not placed in bags can be collected by arrangement with the admin office, subject to a service fee as stipulated in the Monaghan Farm Fees, Charges & Penalty Structure. Alternatively, you can dispose of your excess garden refuse in the designated composting area within the service yard.

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Please refrain from disposing of garden refuse in the veld or common areas, as it is considered unauthorised dumping and poses a significant fire hazard. By following these guidelines, we can ensure that our community remains clean and green while reducing the risk of fires.

GARDEN MAINTENANCE

In order to ensure a tranquil environment for all, the staff at Monaghan Farm in charge of maintaining the common areas have established a policy of avoiding the use of mowers, brush cutters, or other noisy machinery after 2pm on weekends, and refraining from their use entirely on public holidays. We kindly request that residents observe the same practice when tending to their gardens.

For those looking to improve their gardening skills, we offer downloadable tips for home gardeners on the portal. These notes cover topics such as berms and grassland maintenance, irrigation techniques, companion planting, and caring for young plants after planting. We also provide information on problem plants at Monaghan, including invasive alien species.

Ensuring that any new plants added to your property align with the approved landscape plan is important. Please refer to the Architectural and Landscaping Regulations and the approved Monaghan Farm plant list available for download on our website. Any plants that do not comply will need to be removed.

Residents are responsible for controlling and eradicating alien vegetation within their property and property verges.

ADHOC GARDEN SERVICES

The MFHOA provides ad hoc Garden Services, including cutting and removing veld grass before and during the winter/veld fire season. If you are interested in this service, please get in touch with the admin office to check the availability and fees.

POTABLE WATER

The Monaghan Farm receives its potable water supply from the City of Tshwane Metro Municipality (CTMM), which fills a bulk reservoir outside the farm. The MFHOA is responsible for maintaining the internal water supply infrastructure and billing residents for their consumption. Before commencing building activities, the MFHOA will install a water meter at your property for a once-off installation fee. Water is then charged based on your consumption. CTMM revises water tariffs annually around June/July, and the HOA will provide notice of any changes in the tariff structure.

Water pressure in the farm meets the acceptable norms for residential areas within the City of Tshwane Metro Municipality. Still, consider installing a pressure pump at your home if the water pressure is insufficient.

Please get in touch with the Monaghan Farm admin office to assist with meter installation or report any water supply-related issues.

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SEWER

Monaghan Farm has a waterborne sewerage system that collects, treats, and purifies residential sewage through a biological treatment process to safe and acceptable levels for discharge or re-use. The collection system consists of sewers and pump stations that convey sewage to the on-site treatment facility. It's important to note that the treatment process has been designed to handle specific waste types expected from residential developments. Therefore, it's strongly advised not to discharge any foreign materials into the sewerage system as this may affect the natural biological process, leading to non-compliance with the treated effluent standard, which could cause harm to the environment.

To ensure the proper functioning of the system, we recommend not flushing or pouring any industrial-type cleaning agents, paints, thinners, engine oil, fats, oils, and grease arising from group catering events, waste food, high-strength acidic or caustic-based household cleaners and sanitisers, swimming pool backwashing, pharmaceuticals, and expired medicines down the drain. We also advise against flushing solid waste down the toilet, which can cause blockages and damage the sewerage system.

Household solid waste that should not be flushed/forced down the toilet includes nappies, rags, cloth, dusters, towels, personal sanitary items, cans, plastic bags, containers, bottles, and large offcuts of vegetables and meat. We request that all waste be discarded in appropriate bins.

Please note that the Waste Water Treatment Plant facility is a restricted area, and access is reserved for trained Monaghan Farm staff only. We request that you communicate this to your children and guests.

It's important to note that a sewer surcharge applies to all occupied homes as there is a relationship between the water supply volume and the volume of wastewater discharged into the sewerage system. This surcharge is calculated as a percentage of potable water used and is necessary for the sewer infrastructure's ongoing maintenance. If you have any further questions, please get in touch with the Monaghan Farm admin office.

POSTAGE

Unfortunately, no postal delivery service is available for the streets at Monaghan Farm.

POSTBOXES

The SA Post Office manages a set of mailboxes conveniently located at the internal parking area near the main entrance. To make the mailbox application process hassle-free, Monaghan Farm's admin team has made the following arrangements on your behalf:

- Your property number is also your mailbox number.
- Adding it to your levy statement lets you pay the annual mailbox fee through MFHOA's direct debit system.
- You can collect your mailbox key from the MFHOA admin office.
- All FICA requirements will be taken care of by the MFHOA.

MONAGHAN FARM INFORMATION PACK

- The MFHOA will facilitate the mailbox transfer to new property owners upon selling your property.
- For all other queries, including replacement locks and keys, the MFHOA will assist you.
- To apply for a mailbox, please download and complete the application form available on the portal and email it to hoa@monaghanfarm.co.za.

Annual rental rate card, as stipulated by the SA Post Office applicable.

Once your application is processed, our admin team will contact you to arrange to collect your Postbox key.

Example of postal address:

Mr John Jones
SG 001 (property number)
Monaghan Farm
1748

COURRIER / PARCELS

We regret to inform you that we cannot receive and store courier or parcel deliveries on your behalf at the administration office or with Monaghan security. We kindly ask that you make alternative arrangements with your service provider to ensure your deliveries are received and stored safely.

Please note that any parcels or deliveries left at the main gate will be discarded. It is important to remember that the MFHOA Security team cannot take responsibility for these items and is not permitted to accept deliveries.

We understand that this may cause inconvenience and appreciate your cooperation. If you have any concerns or require further assistance, please do not hesitate to contact the Monaghan Farm admin office.

ELECTRICITY

ESKOM provides power supply and maintains related electrical infrastructure within Monaghan Farm.

ACCOUNTS

If you are starting a new build or require a temporary electrical supply connection, please anticipate six weeks to have your account opened and electricity connected.

Accounts are to be opened at the ESKOM regional office situated in Randfontein.

POWER FAILURES / FAULT REPORTING

If there is a power failure in your home, please notify ESKOM immediately and have your account details handy when logging faults. You can contact ESKOM's Customer Care at 086 0037 566 or the Customer Care Website:

<https://www.eskom.co.za/distribution/customer-service/customer-relations/contact-us-for->

MONAGHAN FARM INFORMATION PACK

[service/](#). To report power outages, you can also use Alfred, the ESKOM Chatbot: <https://alfred.eskom.co.za/chatroom/>.

To expedite power restoration in the event of a power failure across the farm, we request that all residents assist in logging faults with ESKOM. The more calls ESKOM receives from residents, the quicker the fault is escalated for repairs.

We kindly ask that owners refrain from contacting the HOA for electricity-related queries, as the electrical infrastructure is owned and managed by ESKOM. Please engage with a qualified electrician and ESKOM officials for any electrical issues.

GENERATORS

At Monaghan Farm, we prioritise using alternative power generation methods to align with our values. However, we strictly prohibit using petrol or diesel generators for domestic purposes within the estate.

RATES AND TAXES

To maintain transparency, we would like to inform you that Monaghan Farm falls within the City of Tshwane Metro Municipality (CTMM), and property rates and taxes are the sole responsibility of each property owner. These rates and taxes are levied separately by CTMM and do not form part of your monthly levy account prepared by the MFHOA.

Please note that CTMM applies tariffs based on the land classification, and vacant land attracts a higher tariff structure than a completed home. Therefore, obtaining the council occupation certificate of your completed home is essential to enjoy the benefit of reduced tariffs, which also apply to water tariffs.

For further information, we recommend contacting CTMM's customer care at 012 358 9999 to follow up on your accounts. We also advise you to ask your principal agent/architect for guidance.

TELECOMMUNICATIONS

Monaghan Farm has partnered with Mobile Telecommunications Networks (Pty) Ltd (MTN) to provide high-quality fibre-to-the-home services. Supersonic manages the internal fibre reticulations and has confirmed that residents can subscribe to various internet service providers. These include Supersonic, Accelerit, Firestream, Directel, Home Connect, Cool Ideas, Vodacom, Packet Sky, Level 7, Clear Access, and IP Labs Communication.

By subscribing to one of these providers, residents can enjoy fast and reliable internet connectivity for personal and business use. With fibre-to-the-home technology, Monaghan Farm can offer residents the latest telecommunications infrastructure, ensuring access to world-class digital services.

MONAGHAN FARM INFORMATION PACK

QUERIES / FAULTS

To ensure the timely and efficient resolution of any queries or faults, please get in touch with the MTN Call Centre or your service provider. They will be able to assist you in resolving any issues you may be experiencing.

FACILITIES

RIVER DECK

Discover the tranquil setting of the River Deck, an idyllic location between Spring and Tempest Village, just off Alaric Avenue. Perfectly positioned with stunning river views, this private function space can accommodate up to 20 guests and is the ideal spot to unwind or host your next private event. Bookings can be made through the ENTRY PRO APP; please use designated parking areas and refrain from parking on the grass verge. No fires or braais are permitted at the River Deck for safety reasons. Come and experience the beauty of Monaghan Farm from this picturesque vantage point.

To ensure availability, residents may make reservations using the ENTRY PRO APP.

CENTRAL PARK

The Central Park area offers an exciting playground and bicycle pump track designed for children and mountain bikers, providing endless opportunities to practice and develop skills.

The pump track, in particular, is an exciting feature for those seeking an adrenaline rush on their mountain bike or BMX.

In addition to the play area and pump track, Central Park serves as a hub for community events and gatherings. Check the community calendar for upcoming events such as beer gardens, outdoor concerts, potjie kos competitions, and MTB skills clinics. These events add to the vibrant atmosphere of the park and provide an excellent opportunity for residents to connect and socialise with one another.

CRICKET NETS

Experience the thrill of cricket at Monaghan Farm! Our well-maintained cricket nets, conveniently located near Bach Village, are open for use on a first-come, first-served basis. Whether you want to sharpen your batting or bowling skills, our cricket nets are the perfect spot to practice and play this season.

TENNIS COURTS

Embrace your inner athlete at Monaghan Farm by using our tennis courts. Located near Bach Village and adjacent to the cricket nets and soccer field, these courts are available for all residents on a first-come, first-served basis unless reserved for a sanctioned club or group. To ensure availability, residents may make reservations using the ENTRY PRO APP. So, grab your racket and some tennis balls, and get ready to show off your skills on the court.

MONAGHAN FARM INFORMATION PACK

TRAILS

At Monaghan Farm, our natural trails offer the perfect opportunity to experience the unspoiled beauty of our greenbelts. With kilometres of pathways to explore, you can enjoy various outdoor activities such as walking, trail running and cycling in complete privacy and security. Our trails provide a safe space to immerse yourself in nature and disconnect from the hustle and bustle of everyday life. Come and experience the tranquil remoteness of our trails and discover the beauty of Monaghan Farm.

TRAIL MAPS

The trails at Monaghan Farm are intentionally left unmarked, inviting residents to embark on a spirit of adventure and discovery. With a map available for download from the communications portal, including the Landscape master plan, residents can explore all the trails and those proposed. The sense of discovery and exploration is a key aspect of the Monaghan Farm experience, and we encourage residents to take advantage of the natural beauty and serenity of the farm.

MONAGHAN MONTESSORI – EDUCATION FOR LIFE

<https://www.farmschool.xyz/>

..“Traditional schooling, the kind that you and I were a part of, cannot adequately prepare children for the dynamic world they will be a part of as adults.

Your child is unique, unlike any other, and because of this, they need a child-centred, process-based learning environment that changes and evolves with them.

Welcome to Monaghan Montessori, a school where your child's context matters. With us, learning is an engaging process based on process-based and developmentally appropriate methodologies.”...

Please take a moment to access the video link to experience our educational environment.

<https://web.facebook.com/monaghanmontessorischool/videos/354233632046705/>

MONAGHAN FARM INFORMATION PACK

RIVER AND DAMS

For safety and conservation reasons, we request that residents refrain from testing out their 4x4 vehicles by driving down to the dams and river. Please stick to the improved road network within the estate. Thank you for your cooperation in preserving the natural beauty of Monaghan Farm.

RIVER

The river that runs through Monaghan Farm is a beautiful feature of the estate, but it is important to be aware of potential safety hazards. During the wet season, the river can have fast-moving water, and the water levels can rise rapidly due to rainstorms. We urge all residents to exercise caution, especially with children, when using the riverbanks. Please be aware that the river is unfenced and unsupervised, so residents are responsible for informing their guests, children, and visitors of this.

If you plan on fishing along the river during the rainy season, please inform the security manager of your intended location. This information will assist in alerting you in case conditions become unsafe due to a rainstorm upstream or anticipated flooding. By taking these precautions, we can ensure that all residents and visitors can enjoy the beauty of the river safely.

DAMS

Monaghan Farm has several serene dams, each with unique characteristics and some even stocked with fish. Take a moment to pause and immerse yourself in the unspoilt beauty of these tranquil bodies of water as you explore the trails.

Please note that owners are responsible for informing their guests, children, and visitors that the dams are unfenced and unsupervised. For the safety of the wildlife and ecosystem surrounding the dams, dogs are not permitted off-leash or to swim in the dams. Let's all do our part to preserve the natural beauty of Monaghan Farm.

HOUSEKEEPING

To foster a secure and appealing community, residents must maintain their properties to a high standard and collaborate to create and sustain high-quality residential areas within the wider Monaghan Farm community. Please consult the outlined list of consequences for unsatisfactory housekeeping.

(Available download from the community portal/ website: Schedule of Fees, Charges, and Penalties - This folder contains the schedule of fees and charges approved by the Board of Directors, including those relating to housekeeping, construction, and transgressions.)

HOUSE NUMBERS

Monaghan Farm is responsible for installing property number boards to ensure easy identification of properties.

MONAGHAN FARM INFORMATION PACK

FURNITURE REMOVALS

To ensure the protection of our bulk services, we kindly request that residents and their removal companies adhere to our weight and axel restrictions when using Monaghan Farm roads. Double-axel trailer trucks are not permitted to use the roads, and a smaller shuttle will need to be arranged to transport goods from the service entrance to your home. To obtain more information on access restrictions imposed on trucks, please arrange for your transport company to contact the Security Manager. We appreciate your cooperation in protecting our community's infrastructure.

Residents can move in and occupy their homes any day of the week without any specific restrictions on the move-in day.

	
ALLOWED	NOT ALLOWED
 Single front Axle Double rear Axle MAX 6000 bricks	 Articulated Trailers
 6 Cube single front Axle cement mixers	 Quad Axles
 6 Cube Tipper	 8 Cube quad Axle cement mixers
 Max 8 Ton Flat Bed	 Multiple Axles on tippers

TRAILER STORAGE AREA

We recommend utilising the Trailer Park within the builder's yard if you are looking for a secure place to store your boat, trailer, or caravan. This area is closely monitored by 24-hour security surveillance to ensure the safety of your property. To make arrangements, please get in touch with our security manager.

MONAGHAN FARM INFORMATION PACK

Please note that the Trailer Park is designated for trailers, boats, and caravans only. Vehicles and storage containers are not permitted in this area.

We draw your attention to Article 2.7 of the association rules, which state that the number of vehicles, including trailers, caravans, boats, and other comparable wheeled devices, should not exceed the number of garages or carports built on the property.

PET REGISTER

Please note that Monaghan Farm has regulations regarding the number of pets that can be kept on the property. To register your pets, please follow these steps on the communications portal:

1. Go to your main navigation menu's "Profile" section and click "Pets".
2. On the "Pets" page, click "Add Pet".
3. Enter your pet's name, upload an image, select the type and breed from the drop-down menus, and indicate the unit your pet is linked to.
4. Enter the colour and sex of your pet and upload any required documentation.
Please note that you must register all cats, dogs, and other pets. For more information, please refer to the PETS folder in the Documents section of the portal.

RENOVATIONS AND ADDITIONS

(**Renovations** – Building works, **Additions**: PV, Solar Panels, Play equipment, Additional landscaping etc.)

As a reminder, Monaghan Farm is a 'gated community' with strict regulations to maintain the beauty and integrity of the estate. No changes, whether permanent or temporary, may be made to existing homes or the surrounding property without prior written approval from the Monaghan Farm Aesthetics Committee (MAC). This includes external play equipment, garden sheds, air conditioners, solar devices, and other structures or embellishments.

Please ensure all applications for alterations or additions are submitted to MAC for approval before proceeding.

SUBMISSIONS TO THE MONAGHAN AESTHETICS COMMITTEE

If you are planning any alterations or additions to your property or have any questions regarding the rules and regulations governing Monaghan Farm, we recommend consulting the Rules and Regulations folder on our communications portal or company website. This folder contains important documents such as the Architectural and Landscape Regulations and the Monaghan Plant Lists.

For additional guidance and assistance, please feel free to contact our administration office. Our friendly staff will happily provide the necessary information and guide you through submission.

MONAGHAN FARM INFORMATION PACK

Please be aware of the following requirements **before** beginning any construction or additions to your property:

- Obtain necessary approvals from both the association and regulatory authorities, if applicable.
- Pay a refundable building deposit to the association.
- Sign and acknowledge the rules and regulations of the estate by completing the Builders Conduct Agreement and submitting it to the administration office. (Agreement can be downloaded from the Builders folder on the communication portal).

CONSTRUCTION SITES

Please be reminded that homes and stands that are unoccupied or under construction are considered "out of bounds" and should not be accessed by residents or their children. Please communicate this information to your children and guests to prevent any unintentional damage to the property. Your cooperation in this matter is greatly appreciated.

HOUSE RE-SALES

We have provided a list of sales agents in our online communications portal contact list for your convenience regarding house re-sales. Please note that we do not allow show-day pointer boards on the premises. Instead, our security team will provide the "show day visitors" with an area map directing them to the house on show. The sales agent will supply this map. If you are considering renting out your property, please be sure to provide our administration office with a copy of the lease agreement as well as the contact details of the lessee. This will help us keep track of who resides on the property and ensure the safety and security of our community.

VELD FIRES

During winter, veld fires can be a concern for residents and homeowners. Although our staff burns firebreaks during this time, it's important to establish a safe boundary between your formal gardens and undeveloped areas, and to take precautionary steps in and around your home. To reduce the risk of fire-related incidents, we recommend cutting the veld grass within your undeveloped pocket annually, ideally during early May. Let's work together and take these safety measures to protect our community and surrounding environment.

MONAGHAN FARM INFORMATION PACK

CONTACT LIST

ONSITE CONTACTS

Admin Office and General Enquiries	Cindy Pearmain	087 260 4000	hoa@monaghanfarm.co.za
General Manager	Chandré Buys	087 260 4106 082 335 6479	chandre@monaghanfarm.co.za
Security Manager	Titus Sithole	087 260 4107 083 543 8511	sm@monaghanfarm.co.za
Duty Manager - Farm		083 207 0813	
Duty Manager - Security		078 059 5598	
Finance	Candice Cloete	087 260 4101	accounts@monaghanfarm.co.za
Finance Assistant	Emily Hasha	087 260 4103	office@monaghanfarm.co.za
Monaghan Aesthetics Committee	Cindy Pearmain	087 260 4000	mac@monaghanfarm.co.za
Security Control (24/7)		087 260 4113 087 260 4114	
Security – Service entrance		087 260 4116	
Montessori School		087 260 4141	info@farmschool.xyz

MONAGHAN FARM INFORMATION PACK

OFFSITE CONTACTS

The Monaghan Farm community values the safety and well-being of its members, which is why we have compiled a comprehensive contact list available on our communication portal. This list is updated regularly to ensure that you have access to the most current information.

Included in this list are professional sales agents who are familiar with the intricacies of Monaghan Farm, and who can assist you with any property-related inquiries. Additionally, we have included emergency service contacts for hospitals, fire brigade, police, and veterinarian services to ensure that you have quick and easy access to the necessary resources in times of need.

We also have a list of reliable handyman and plumbing services to assist you with any repairs or maintenance needs that may arise. By having access to this contact list, you can have peace of mind knowing that you have reliable resources at your fingertips to assist you in any situation.

MONAGHAN FARM INFORMATION PACK

ROLES AND RESPONSIBILITIES

HOME OWNERS ASSOCIATION

COMMITTEES – YES, GET INVOLVED!

Effective communication is vital to the successful operation of Monaghan Farm. As a community member, you are encouraged to participate in the various committees established to support the Board of Directors in its efforts. The committee meeting dates have been posted on the portal calendar, and all members are welcome to attend and get involved.

To make your voice heard, you can use the forum section on the communication portal to share information, express opinions, and offer suggestions. Remember to subscribe to the topics that interest you to receive alerts when new topics are created, or messages are posted.

If you have a specific message for the Board members assigned to a committee, you can send it via the Contacts section on the portal. The General Manager is also available to answer any queries you may have. The administration office can assist with updating your contact details or issuing a secure digital key to access the portal.

Let's work together to make Monaghan Farm a safe and vibrant community by actively engaging in communication platforms and committees and sharing information. The standing committees include Security, Finance, Marketing, Surround Landowners, Social, Projects, Sustainability, Speeding, and Aesthetics (outsourced to a SACAP Professional).

YOUR BOARD OF DIRECTORS

As per the Memorandum of Incorporation(MOI), the election and rotation of Directors to the Board during the Annual General Meeting(AGM) are subject to specific rules.

Under article 22.4 of the MOI, each Director must be elected during the Annual General Meeting and will serve as a director until the second anniversary of the AGM at which he/she was elected. After this period, the Director will be considered retired from office, but can be re-elected.

Additionally, article 22.5 of the MOI states that at least one-third (1/3) of the Board must retire before each Annual General Meeting. These retiring Directors are also eligible for re-election.

The individuals currently serving your community as Board members are:

Ilinda du Preez (Chairperson), Wendy van Niekerk (Vice Chairperson), John Snell, Ryan Brown, Colin Shepherd, Russell Glover, Sean Kempton, Martin Ernst, and Gavin Ritchie.

MONAGHAN FARM INFORMATION PACK

Are you considering serving as a board member?

- Serving as an association's board member can be demanding and time-consuming for the first year. Please only volunteer if you devote enough time to your duties and responsibilities.
- If you require a lot of compliments and positive feedback or don't take criticism well, consider not taking up the position.
- While the job may not be as complex as brain surgery or rocket science, it is still challenging, involving intricate issues like contracts, insurance, finances, law, construction, and management. Additionally, your interpersonal skills will be regularly put to the test. Expect things to be more complex.
- Serving on an association's board is akin to managing a business (e.g., finances, contracts) and a government (e.g., collecting levies, enforcing rules) concurrently while striving to foster a sense of community. Different skills and approaches are needed for each.
- Establish advisory committees to assist the board with its duties and responsibilities. However, note that advisory committees are just that – they offer advice and support, and the board is ultimately responsible for making decisions. The committees are also a great place to identify and groom future association leaders.
- Resist the temptation to micromanage your manager. That is not the board's responsibility. Boards establish policies and procedures, and managers implement and carry them out. Let your manager do their job. The board is not referred to as the "Board of Managers" for a reason.
- Listen to your experts. They are called experts for a reason. You pay them a considerable sum for their counsel – at the very least, seriously consider their suggestions. If you disagree with their recommendations, dismiss them and save the association some money.
- Familiarise yourself with the association's financial operations before committing to spending money, entering into contracts, or replacing items. What are the monthly income and expenses? What are the mandatory expenditures? How much is outstanding in delinquent levies? Above all, ensure that you know how to read and comprehend the association's financial statements.
- Gain a thorough understanding of the physical state of the property. What is functioning correctly, and what is not? What requires repair versus replacement? Is there a maintenance schedule in place? Is there a current reserve study, and when was it last updated?
- Educate yourself about the operation, management, community association concept, legal and financial responsibilities, law, and governing documents. Follow and abide by your governing documents – it is the law.

MONAGHAN FARM INFORMATION PACK

SENIOR MANAGEMENT TEAM

CHANDRE BUYS
GENERAL MANAGER

087 260 4106
082 335 6479
chandre@monaghanfarm.co.za

TITUS SITHOLE
SECURITY MANAGER / HUMAN
RESOURCES / HEALTH AND
SAFETY OFFICER

087 260 4107
072 632 9604
sm@monaghanfarm.co.za

CANDICE CLOETE
FINANCE

087 260 4101
accounts@monaghanfarm.co.za

ADMINISTRATION TEAM

CINDY PEARMAIN
OFFICE PA

087 260 4000 / 087260 4100
hoa@monaghanfarm.co.za

EMILY HASHA
ASSISTANT BOOKKEEPER TO
BALANCE SHEET

087 260 4102
office@monaghanfarm.co.za

- OFFICE PA.
 - GENERAL ENQUIRIES
 - COMMUNICATIONS PORTAL
 - QUOTATIONS
 - ORDERS
 - OFFICE FILING
 - ADMINISTRATIVE ASSISTANCE TO DUTY MANAGERS AND JUNIOR MANAGEMENT TEAM
- MAC ADMIN

PRIMARY RESPONSIBILITIES:

- BOOKKEEPING
 - SALARIES
 - INVOICING
 - WATER RECONCILIATIONS
 - DEBTORS/CREDITORS
 - STOCK RECON CONTROL

MONAGHAN FARM INFORMATION PACK

ASSISTANT / DUTY MANAGERS

HENDRIK NUGWABANA
 ASSISTANT MANAGER / DUTY
 MANAGER AND COMPANY
 DRIVER

JERRY KGASI
 ASSISTANT / DUTY MANAGER

GODFREE MOKGATLHE
 ASSISTANT SECURITY
 MANAGER

PRIMARY RESPONSIBILITIES:

- DUTY MANAGER (SHARED ROLE)
- STAFF DEPLOYMENT - TASKS
- COMPANY DRIVER
- SPORTS FACILITIES
- BRUSH CUTTING TEAM
- RIDE ON MOWER TEAM
- TRACTOR DRIVERS
- TRAILS
- GROUNDS MAINT:
 - RESTAURANT AREA
 - PARKING
- BUILDING SITE INSPECTIONS

PRIMARY RESPONSIBILITIES:

- DUTY MANAGER (SHARED ROLE)
- STAFF DEPLOYMENT - TASKS
- ROADS
- STORMWATER SWALES
- SIGNAGE
- REFUSE & RECYCLING
- OHS – STAFF TOILETS (ALL)
- ALIEN ERADICATION
- FIREBREAKS
- RIVER DECK
- FIRE HYDRANTS
- COMPOSTING

PRIMARY RESPONSIBILITIES:

- STAFF ROSTERS
- STAFF DEPLOYMENT
- ENSURING ADHERENCE TO STANDARD OPERATING PROCEDURES
- ENSURING SECURITY SYSTEMS ARE OPERATIONAL
- REPORTING
- TENDING TO INCIDENTS
- SERVICE PROVIDER INTERACTION

JUNIOR MANAGEMENT TEAM

SIBUSISO NDABA
 MAINTENANCE

EMMANUAL MUTHALA
 WASTEWATER TREATMENT
 WORKS AND
 SEWER RETICULATION

NICHOLAS JESEN
 WORKSHOP MANAGER

PRIMARY RESPONSIBILITIES:

- FACILITY MAINTENANCE
- GENERAL MAINT.
- MECHANIC

PRIMARY RESPONSIBILITIES:
 ONGOING MAINTENANCE OF

- WASTE WATER TREATMENT WORKS
- SEWER PUMP STATION
- STANDBY GENERATION
- SEWER RETICULATION

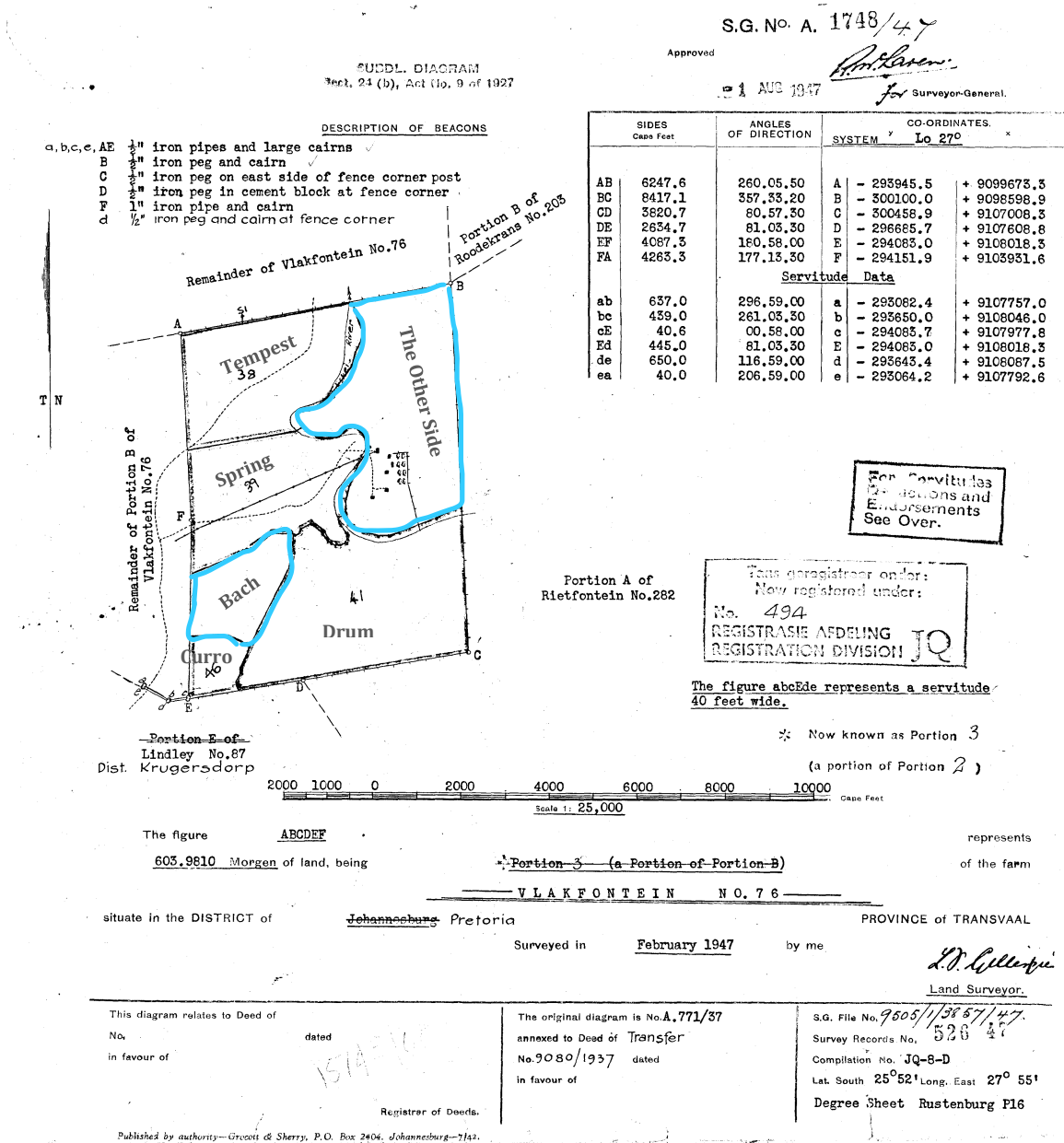
PRIMARY RESPONSIBILITIES:

- WORKSHOP / STORES
- STOCK
- WATER METERS
- POTABLE WATER RETICULATION
- BUILDERS YARD
- EQUIPMENT MAINTENANCE
- VEHICLE MAINTENANCE

MONAGHAN FARM INFORMATION PACK

DEVELOPER

The extracted title deed below provides an overview of the Monaghan Farm development, which includes several residential villages such as **Tempest, Spring, and Drum**, along with an educational facility by Curro and sports fields for Monaghan Farm. Additionally, two townships, **Bach** and **The Other Side**, are currently undeveloped and awaiting proclamation, highlighted in blue on the map.



MONAGHAN FARM INFORMATION PACK

The development known as Monaghan Farm is situated on a piece of land originally known as:

**PORTION 3 (A PORTION OF PORTION 2) OF THE FARM VLAKFONTEIN 494
REGISTRATION DIVISION JQ, THE PROVINCE OF GAUTENG
HELD BY DEED OF TRANSFER T39690/2007 WITH SG DIAGRAM A1748/1947
("THE ORIGINAL FARM")**

**The owner of THE ORIGINAL FARM is CLEWER DEVELOPMENT TRUST
(IT4830/2006) ("CLEWER").**

As THE ORIGINAL FARM is developed, various portions are removed and proclaimed¹ into Monaghan Townships.

To date, the proclamation is registered in the Deeds Office as follows:

FARM PORTION	TOWNSHIP	KNOWN AS
Portion 38	MONAGHAN (95,4241 HECTARES)	TEMPEST VILLAGE
Portion 39	MONAGHAN EXTENSION 1 (88,8176 HECTARES)	SPRING VILLAGE
Portion 41	MONAGHAN EXTENSION 3 (143,9333 HECTARES)	DRUM VILLAGE
Portion 46	MONAGHAN EXTENSION 6 (14,4979 HECTARES)	Curro School HoA Sport Fields
Remainder of Portion 3 (a ptn of ptn 2)	Still needs to be proclaimed. (174,6562 HECTARES)	All land on THE OTHER SIDE and what is to become BACH VILLAGE

MONAGHAN, MONAGHAN EXTENSION 1, MONAGHAN EXTENSION 3 AND MONAGHAN EXTENSION 6 have all been proclaimed and have General Plans² showing the township layout and the various erven that exist in the Township.

The various ERVEN (stands) within the TOWNSHIPS (various extensions of Monaghan) are owned by either;

1. Individual owners of the various ERVEN (stands); OR
2. The MONAGHAN FARM HOMEOWNERS NPC (Registration number 2008/001430/08) ("MFHOA") (commons areas/roads etc); or
3. CLEWER (unsold stands)

¹ Proclamation means the land has been changed from a FARM into a TOWNSHIP consisting of ERVEN (various pieces of land /stands owned by various owners)

² A General Plan is a diagram of the whole TOWNSHIP showing the various ERVEN

MONAGHAN FARM INFORMATION PACK

CLEWER owns the Remainder of THE ORIGINAL FARM³.

CONTACTS DETAILS

CLEWER DEVELOPMENT TRUST

P O BOX 500

MONAGHAN FARM

LANSERIA

1748

prospero@monaghanfarm.co.za

RIGHTS AND OBLIGATIONS

CLEWER is a member of the MFHOA as defined in the Memorandum of Incorporation (MOI) in respect of property which it owns in a **proclaimed** Monaghan township – membership of the MFHOA is created as a condition of title when the erven are created and transferred in the various extensions.

CLEWER is **not** a member of the MFHOA in respect of **un-proclaimed** land.

This means that the Remainder of THE ORIGINAL FARM (The Other Side and Bach)⁴ is not yet bound by the MOI but will become so once proclaimed and transferred to various owners who bind themselves to the MOI.

THE OTHER SIDE

A verbal agreement was in place with CLEWER in terms of which.

1. MFHOA members were able to use the facilities on THE OTHER SIDE in return for maintenance of same by the MFHOA.
2. All agreements regarding THE OTHER SIDE have been suspended in light of the bridge's collapse as no access to THE OTHER SIDE is safely and conveniently possible, and therefore use of the facilities and amenities is currently not possible.
3. Maintenance of THE OTHER SIDE remains the responsibility of CLEWER until the land is proclaimed and erven representing common areas are transferred to MFHOA.
4. The Board of MFHOA and CLEWER have settled an agreement to cover miscellaneous aspects requiring attention, e.g., security, as discussed below.

³ The land outlined in blue in the diagram on page 1 of this document

⁴ See diagram on page 1 for references to these areas

MONAGHAN FARM INFORMATION PACK

THE CLUBHOUSE AND TRAIL FACILITIES

1. The “Clubhouse area” was available to MFHOA for use by members as admin offices and restaurant facilities.
2. The restaurant facilities were, from time to time, sublet to various operators to provide a restaurant service.
3. No use of these facilities is currently possible due to access constraints.

THE STABLES

1. CLEWER leased the STABLES facility to an entity known as MEC (Monaghan Equestrian Centre Pty Ltd 2018/221151/07).
2. MFHOA was a party to the lease in anticipation of its future position as landlord once the land is proclaimed as required in terms of clause 36.6 of our MOI.
3. The duration of the existing lease is from 1 November 2017 for a period of 53 months, terminating on 1 April 2022.
4. MEC has not renewed the lease.
5. The responsibility for maintaining the stable’s facility will remain with CLEWER until the facility can be handed over to MFHOA.
6. The facility will be capable of being handed over to MFHOA when the land upon which it is situated is proclaimed into a Monaghan Township.
7. Once handed over, maintenance of the stables facility lies with MFHOA.
8. Clause 36.6 of our MOI governs the acceptance of common facilities by the MFHOA from CLEWER.
9. No use of the stable facilities is currently possible due to access constraints.

THE VILLAGE

1. The white houses on THE OTHER SIDE currently house less than 50 persons. The occupants either historically worked for the farm owner when the property was a working farm or are relatives of historical employees.
2. The occupants have the right to occupy the land under the Extension of Security of Tenure Act 62 of 1997. They will be appropriately re-located through consultation by CLEWER and the occupants in terms of that act in due course.
3. Several occupants have relocated independently over the years, and no additional/further occupants are permitted to occupy the dwellings.

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4. The timing of the completed re-location depends on CLEWER's timeline for land development.
5. MFHOA has an agreement (verbal) in place with CLEWER to allow the occupants access through Monaghan Farm to THE OTHER SIDE as follows:
 - a. Access is biometric through the contractor's entrance.
 - b. No visitor access is permissible unless pre-arranged and authorised.
 - c. MFHOA security responds to and assists with any complaints received (noise, speeding, general conduct etc.). To date, minimal complaints have been received, and the village community generally lives in harmony with MFHOA. Several Monaghan Farm residents have employment with members of the MFHOA (as domestic workers and the like).
6. This village is NOT the same as the "staff village" mentioned under Worker Housing and Facilities in the Monaghan Farm Environmental Management Plan (EMP). The reference in that document is for ERF 180 (building yard), which is currently zoned "SPECIAL" for staff accommodation to be provided for limited employees of MFHOA in due course.
7. Re-location of the historical village will not be on Monaghan Farm.

THE EXIT

1. A gate on THE OTHER SIDE exists through which exit and entry to THE OTHER SIDE are possible through a neighbouring property.
2. The gate is securely locked, and access is only permitted to limited persons during pre-determined times.
3. A MFHOA security officer operates the gate when access is permitted and is otherwise protected by the MFHOA security system, which includes 24hr camera surveillance and alarm triggers each time the gate is open and closed. The alarm triggers are monitored at the MFHOA Security control room.
4. Access through the gate was permitted as follows;
 - a. An emergency exit route for persons stranded on the eastern bank should the river crossing not be available;
 - b. MFHOA members possessing a **cycling card** (issued by the MFHOA admin office) may use the gate at the pre-determined times.
 - c. The MFHOA security manager, who lives on the neighbouring property, and the Masilela family, also residents on the adjacent property, have permission to enter and exit at the pre-determined times. This arrangement allows for a reciprocal right in favour of MFHOA members to traverse the neighbours' property to reach the public right of way servitude – a portion of the neighbours' property

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(approximately 200 metres) must be crossed before reaching the public road servitude. These rights have not been formalised and registered. The MFHOA Board will take steps to regularise and register the rights of way once MFHOA becomes the land owner.

SECURITY

1. Security of the perimeter boundaries of The Other Side will remain under the control of the MFHOA post the collapse of the bridge.
2. After consultation with security experts, the Board decides that relocation of security to the river boundary will be less effective and more costly, and it, therefore, is in the best interests of MFHOA to maintain the existing security equipment and procedures in place.
3. An agreement between CLEWER and the MFHOA is in place to cater to for terms and conditions.

BACH VILLAGE

1. An agreement currently exists between CLEWER and the MFHOA regarding the use and maintenance of this portion of the remainder of the original farm.
2. Members are entitled to use the portion freely in exchange for maintenance commitments by the MFHOA.
3. Proclamation of Bach Village is anticipated before September 2023.

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