

Constitutional offences

The Normandie Home Owners Association Constitution is there to benefit all the members, who have plots or homes at Normandie Estate, Brackenfell.

The Constitution is governed by the appointed Committee according to the mandate given them by the members under the Constitution at the Inauguration meeting held at Kraaifontein, in 2006.

An offence against the constitution is the same as an offence against other members or all members, who are to derive the maximum benefit for their properties and corporate rights.

When all trustees and members comply and adhere to the rules and regulations which are constituted, the maximum collective benefit is obtained for everyone here at Normandie Estate. This unity will ensure that house prices will rise, that will benefit us when we sell.

Continuous offences against the Constitution are therefore those which are contrary to the Spirit and scope of the Constitution and its aims on behalf of its members.

Redress can be sought by any member through a COMPLAINTS FORM, which will be addressed with an investigation, to find out the truth of any matter raised by a member of the association to the NHOA Committee.

Good neighbourliness is the route to follow, first of all, and if this fails, the complaints form may be handed in.

The complaints form must be signed by the complainant and such request for corrective action will be handled with sincere discretion. A member who submits such a form can ask to remain anonymous.

Ignoring corrective action being sought by the Committee, which has been brought to the attention of the offending member, can generate a fine or penalty, which will be set by the Committee.

It is in every member's interest to take heed to verbal or written warnings by any member of the Committee or even by another member. This means that if a neighbour is being offensive or is hindering the peace of a member, such offended member can courteously speak to such neighbour. If this fails then the alternate route can be followed. This first route is the method that needs to be followed before any written complaint is lodged.

Each trustee member will have an identifying card, which will prove validity to speak on behalf of the Committee.

Letters of complaint against any Committee Trustee, must be in writing, signed and delivered to the Chairman of the Association, who will pass such letter onto the

Committee for their attention. A member who has a complaint may not engage others in the complaint, as this is counted as being manipulative or coercive and will therefore not be handled by the Committee.

FINES: These will be set by the present Committee and the offence will be given a commensurate fine in writing by posting or delivering to the given e-mail address, which is compulsory and is to be supplied by each member.

Legal action may be resorted to, if a member does not comply and refuses to work with the Association or its Committee Members.

If a member does not give an e-mail address or other contact details and a complaint has been lodged against such member by the Association, such member will be fined for failing to supply their forwarding e-mail address and other contact details. A list of addresses has been compiled but needs constant updating by members. This can be done by means of the nhoa.co.za E-mail. It is compulsory for every member to supply forwarding details. If this is not done, a fine of R50.00 will be imposed, if any inconvenience has been caused to the Committee or its Trustees, through non-compliance.

Appeal from the COMMITTEE:

Fines will not be unnecessary if members comply with the rules and requirement of the Committee. Let us all comply with these that are set for the benefit of all the members. If we do this, the Association, which is our Association, will flourish and accomplish the tasks that are assigned to the Committee for the benefit and protection of all members.

**SYDNEY WEBER,
Advisor Trustee.**

By order of the Normandie Home Owners Association Committee.

Dated 1st January 2021.

APPLICATION FORM FOR LODGING A PERSONAL COMPLAINT

N.B. Every complainant or written complaint will respectfully be held as being confidential. The Committee will ask the complainant if they wish to remain anonymous.

Date: /..../

From: HOME OWNER: Mr/Mrs/Miss

Residential Address:

**Normandie Estate,
Brackenfell.**

Contact number/s: Telephone/home

Telephone/work:

Cell phone:

**To: The Committee
Through the Chairman,
N.H.O.A.**

Your erf number:

Brief summary of complaint:
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.....

Actions already taken:
.....
.....

Date/s: / /

How long has the matter needed attention?days/weeks/months/years.

Name any other Authority/ies that this matter has been reported to: (such as the S.P.C.A, The S.A.Police (name the Branch,) The Municipality (Name the Area) etc. Full details of such a written complaint in these instances, must be supplied below.

The date of this complaint is Name of person contacted:

Telephone Number:

Summary:of complaint.....

Name of Witness:.....Cell No.....

Complaint in writing.....

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Why have you reported it to N.H.O.A. now?

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Any letters sent:(Copy/ies attached)

Any replies received:(Copy/ies attached)

Is there any real danger/potential danger/personal threat attached to this problem? To yourself/ other Members?
.....

What do you, a Home Owner/s recommend?

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Signed: and

Dated: (Brackenfell).

N.H.O.A.