



THE FIDUCIARY INSTITUTE OF SOUTHERN AFRICA



WESTERN CAPE REGIONAL ELECTION MEETING 2017
MINUTES of the regional election meeting held on
22 February 2018
at **Royal Cape Yacht Club, Duncan Road, Table Bay Harbour,**
CAPE TOWN

1.	OPENING																																										
1.1.	Chris Murphy, welcomed all members present. The meeting has been opened.																																										
1.2	<p><u>Attendees</u></p> <table border="1"><tr><td>Madeleine Abrahams</td><td>Tanya Lochner</td></tr><tr><td>Najeeba Abrahams</td><td>Gerhardus Lourens</td></tr><tr><td>Alfie Bester</td><td>Sarah Love</td></tr><tr><td>Pauline Bonkers</td><td>Almo Lubowski</td></tr><tr><td>Nicolaas Brink</td><td>Fiona McKend</td></tr><tr><td>Mark Butler</td><td>Merwe Moelich</td></tr><tr><td>Dirk Coetzee</td><td>Karin Muller</td></tr><tr><td>Solomon Daniels</td><td>Jannicke Noeth</td></tr><tr><td>Derick du Toit</td><td>Robert Picard</td></tr><tr><td>Frederick Thomas du Toit</td><td>Elmien Pols</td></tr><tr><td>Mogamat Fakier</td><td>Annemarie Schutte</td></tr><tr><td>Mohamed Farook Jeewa</td><td>Barbara-Anne Segalla</td></tr><tr><td>Ceris Field</td><td>Fiona Store</td></tr><tr><td>Linkie Goosen</td><td>Frederick Troost</td></tr><tr><td>Russell Grebe</td><td>Debby van Wyk</td></tr><tr><td>Werner Greeff</td><td>Ryno Venter</td></tr><tr><td>Mark Harris</td><td>Wanda Visser</td></tr><tr><td>Inge Heath</td><td></td></tr><tr><td>Ulrich Hoffmann</td><td></td></tr><tr><td>Johannes Jacobs</td><td></td></tr><tr><td>Mogamat Jarodien</td><td></td></tr></table>	Madeleine Abrahams	Tanya Lochner	Najeeba Abrahams	Gerhardus Lourens	Alfie Bester	Sarah Love	Pauline Bonkers	Almo Lubowski	Nicolaas Brink	Fiona McKend	Mark Butler	Merwe Moelich	Dirk Coetzee	Karin Muller	Solomon Daniels	Jannicke Noeth	Derick du Toit	Robert Picard	Frederick Thomas du Toit	Elmien Pols	Mogamat Fakier	Annemarie Schutte	Mohamed Farook Jeewa	Barbara-Anne Segalla	Ceris Field	Fiona Store	Linkie Goosen	Frederick Troost	Russell Grebe	Debby van Wyk	Werner Greeff	Ryno Venter	Mark Harris	Wanda Visser	Inge Heath		Ulrich Hoffmann		Johannes Jacobs		Mogamat Jarodien	
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1.3	<p><u>Apologies</u></p> <table border="1"><tr><td>Melissa Anthony</td><td>Johannes Maree</td></tr><tr><td>Jimmy Baigrie</td><td>Fabiola Marques</td></tr><tr><td>Tim Bellairs</td><td>Mark McKie</td></tr><tr><td>Michael Black</td><td>Seugnet Moggee</td></tr><tr><td>Keane Brentley</td><td>Odette Moses</td></tr><tr><td>Alida Brink</td><td>Tracy Muller</td></tr><tr><td>Elna Brink</td><td>Solly Myburgh</td></tr><tr><td>Tonya Barnard</td><td>Adrienne O'Shea</td></tr><tr><td>Lorraine Coetzee</td><td>Wessel Oosthuizen</td></tr><tr><td>Keith Cullis</td><td>Marthinus Pienaar</td></tr><tr><td>Olivia De Freitas</td><td>John Pimsoll</td></tr></table>	Melissa Anthony	Johannes Maree	Jimmy Baigrie	Fabiola Marques	Tim Bellairs	Mark McKie	Michael Black	Seugnet Moggee	Keane Brentley	Odette Moses	Alida Brink	Tracy Muller	Elna Brink	Solly Myburgh	Tonya Barnard	Adrienne O'Shea	Lorraine Coetzee	Wessel Oosthuizen	Keith Cullis	Marthinus Pienaar	Olivia De Freitas	John Pimsoll																				
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Ilandi De Jager	Lucy Reyburn
Mandy Dix-Peek	Elaine Schoeman
Naayma Domingo	Arnold Scholtz
Johannes Du Plessis	Brent September
Brenton Ellis	Claude Smit
Wilhelmina Erasmus	Pieter Steenkamp
Willem Fourie	Anneke Terblanche
Roland Francis	Dawid Theron
Solly Fakir	Trevor Toll
Robert Garner	Elna van der Walt
Brunie Gerber	Lynise van der Watt
Dominique Greyvenstein	Elizabeth van der Westhuizen
Ilonka Grobbelaar	Nico van Gijsen
Lauren Hean	Carolina van Huyssteen
Renette Hendriks	Maretha van Huyssteen
Tracey Heneke	Morne van Niekerk
Engelize Hitchcock	Llouis van Vuren
Tracy Holloway	
Yasmin Jadwat	
Catherine Johnstone	
Philip Kilroe	
Jeanie Koopman	
Valma Kruger	
Karen Lotter	
Hennes Louw	
Suzette Malherbe	

2. COUNCIL ELECTION

Chris proposed that the order of the meeting be changed around and that the New Council Election takes place first, as he has another engagement to attend to.

Almo Lubowski seconded the proposal and the meeting is opened.

The new elected council is as follow:

Chairperson – Ryno Venter
Vice-Chairperson – Tanya Lochner
Secretary – Wanda Visser
Master’s Liaison – Brenton Ellis
SARS Liaison – Dirk Coetzee
Member for Education – Alfie Bester

Election meeting concluded and Chris Murphy asked to be excused.

The acceptance of the minutes of the previous meeting was proposed by Alfie Bester and seconded by Wanda Visser.

3. MASTER’S OFFICE

Group 4 at the Master’s Office remains a problem with no appointments envisaged.

The Helpdesk has reduced the number of queries to 2 per person, per ticket. If you have more than 2 queries, you need to go back of the queue.

Ryno enquires as to whether everyone knows how to put a Fast Track file together, for reporting an estate. If you do not compile the file correctly, you will experience undue

	<p>delays.</p> <p>It is mentioned that Master's Office still continue to "loose files" on a regular basis and that members have to submit 'dummy' files, in order to get matters sorted out.</p> <p>A new list will be circulated amongst members to address specific matters which are long outstanding.</p>
4.	SARS
	<p>Paula mentions that a Tax Clearance Certificate takes between 6 – 8 weeks to be issued.</p> <p>Also, in the year of death, the system generates a penalty for Provisional Tax, but the Estates Team can override on final audit.</p> <p>It is suggested that a separate list is created for specific SARS issues (similar to the list for the Master's Office).</p> <p>The matter regarding the cut-off date for the 2nd period of Income Tax for Estate Purposes is raised. It is queried whether it would not be able to obtain a possible guide from SARS in this regard.</p> <p>Dirk mentions that there is an External Guide available regarding the "when and how" regarding the registration of the 2nd period.</p>
5.	BANKING INSTITUTIONS
	<p>Paula mentions that ABSA now has an E-mail address to which estate documents can be uploaded for COB and account closures.</p> <p>Wanda mentions that FNB has changed their requirements without prior notice, so all new estate, have to be re-submitted.</p> <p>Ryno suggest that the banking issues be escalated to National Council</p>
5.	GENERAL
	<p>Ryno reminds members to upload their CPD points to the website. An audit will be conducted.</p>
6.	CLOSING
	<p>The meeting was closed and members thanked for their attendance.</p>
	<p>A CPD session was held by Alfie Bester on Section 7('c)</p>