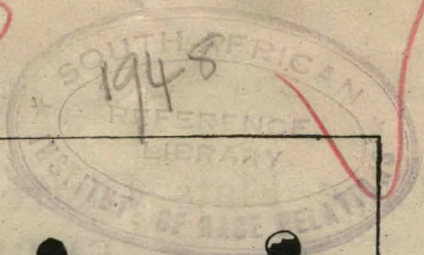


CAFDA

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CAPE FLATS DISTRESS ASSOCIATION



Fifth

ANNUAL REPORT

for the Year

1st January—31st December, 1948

(Submitted to the Annual General Meeting on the
27th June, 1949)



Cape Flats Distress Association

CAFDA

OFFICE BEARERS:

President:

Advocate D. B. Molteno.

Vice-President:

Miss M. A. B. Attlee.

Chairman:

R. Stratford, Esq., K.C.

Hon. Treasurer:

Mr. D. C. Frew.

Warden:

G. H. Muller, Esq., CAFDA, Prince George Drive, Retreat.
Telephone 7-6311.

Executive Committee:

Advocate D. B. Molteno.	Mr. S. Radebe.
Miss M. A. B. Attlee	The Rev. Canon Brooke.
R. Stratford, K.C.	Mrs. U. M. Muller.
The Lady Mary Baring.	Mr. A. M. Stephen.
Miss B. Westphal.	Mr. P. Carelse.
The Rev. C. H. S. Runge.	Rev. C. J. Skett.
Mrs. M. H. Ensor.	Major G. P. Reid.
Mrs. J. Hertslet.	Capt. A. B. Blagden.
Miss J. Kay.	Mrs. Dick.
Mr. D. C. Frew.	Rev. Komlosy.
Mr. A. Smith.	

FIFTH ANNUAL REPORT

INTRODUCTION

The year 1948 was one of considerable development for CAFDA, but also one of considerable difficulty. There were many important Staff changes and a complete re-organisation of the internal workings of CAFDA was effected. As a result of the changes the Executive is happy to be able to report rather more fully on the workings of the Centre. The changes introduced by Mr. Stephen and Mrs. Rutland have brought about a much more efficient system of Bookkeeping, mentioned by the Auditors in their report, and further re-organisation has taken place since the end of 1948 which should result in settled and stable conditions. During the year a Centre Committee consisting of members of the Executive was formed to meet at frequent intervals to take charge of the day-to-day activities of the Centre. This has resulted in closer liaison between the Executive and the Centre itself and has made available to the Warden the experience of interested persons.

The Executive Committee is deeply indebted to the many voluntary workers who have come forward to assist in the multifarious activities. Without their ready and consistent attendance and interest much of the most useful work at CAFDA would be impossible. Thanks are also due to the very large number of donors of cash and kind. The value of these donations may be roughly assessed from the Balance Sheet below. Over £4,000 was received in cash donations and subscriptions while the Street Collection realised nearly £600. To this should be added the value of old clothes and jumble, the sale of which brought in almost £1,000. Since these things were for the most part sold at much below their market value, one could assess their true value at more than double this figure. CAFDA is deeply indebted to the many kind friends who have kept this most valuable activity running smoothly and fully supplied.

CAFDA ACTIVITIES

Day Nursery

Average daily attendances	42.3
Total possible attendances 1/6/48 to 31/12/48	6191
Actual attendances 1/6/48 to 31/12/48	5262
Percentage of attendances	85
Cost of Nursery per attendance	26½d.
Income of Nursery:		
Social Welfare Dept., per attendance	9d.	
Parents, per attendance	3d.	
CAFDA Subsidy, per attendance	14½d.	
		26½d.

Through the generosity of Mr. Connock the toilet additions to the Nursery had been built in the previous year and came into use at the beginning of 1948. The full benefit of these additions has been felt during the year. All children are bathed every morning and put into CAFDA clothing until their return home in the evening. The Nursery has proved a boon to working parents and there is a waiting list of over 100. Your Committee wishes to pay tribute to Mrs. Ollis and Dr. Mary Cole, who worked very hard in the Nursery. It will be necessary for your Committee to consider ways and means of meeting the large need for nursery accommodation as reflected in the waiting list above.

Non-Profit Shop

	1947	1948
Purchases	£2740	£5880
Sales	2423	5809
Loss	317	71
Staff—Cashier	1	1
Salesman	1	1
Assistant	1	1
(plus occasional part-time help)		

The working and bookkeeping of the shop were extensively reorganised during the latter part of the year resulting in a much increased turnover (at present about £400 per month). New lines have been added in response to customers' demands and a cash register installed. The shop has proved very popular and the turnover has grown to such an extent that your Committee will have to consider further re-organisation to put matters on a proper business basis. The shop has been a boon to the people and represents a considerable sum given in relief if the fact that goods are sold at cost price plus overhead expenses is taken into consideration.

Social Worker

Cases handled: Coloured	195	
Native	35	
	—	230
Files opened—Municipal area	120	
Divisional area	110	
	—	230
Home Visits		214
Interviews at CAFDA Office and Clinic		619

Analysis of Cases:

Relief	152	
Old-age pensions	33	
Disability grants	12	
Blind pensions	3	
Military pensions, etc.	10	
Non-support, desertion, etc.	8	
Sheltered employment	9	
Clinical investigations	22	
Admissions to homes or hospitals	32	
Miscellaneous (housing, disputes, ejections, rent, insurance, workmen's compensation, employment, family disputes, etc.)	50	
	—	331

Referred cases:

Retreat Clinic	36
Grassy Park Health Centre	36
S.P.C.L.	25

Flood Relief:

Accommodation provided	7 families (31 persons)
Relief only (no accommodation)	11 families
Christmas parcels distributed	65

N.B.—These figures represent the work done from 1st June, 1948, to the end of the year.

An experienced Social Worker, Mr. D. Findling, was appointed on the 1st June, 1948, and since then the work has been on a proper footing. No relief is granted unless the Social Worker has investigated the case, except in emergencies. This has proved very successful and has prevented over-lapping and the duplication of relief by other Societies and CAFDA. A very great increase has taken place since the appointment of a specialised worker in this field. This increase, to some extent, is due to the operations of the Retreat Students' Clinic, affiliated to CAFDA, but is mainly in response to the service offered, which has been so much appreciated. The figures show plainly that Mr. Findling cannot adequately cope with the present volume of work: the new Retreat Students' Clinic opens very shortly and his work will be increased very greatly as soon as it is in full swing. Your Committee will have to consider the appointment of a qualified Case Worker to visit homes and to do the routine investigations so as to free Mr. Findling for the more important part of his work.

Your Committee is happy to report that it will not in future be necessary to turn away families applying for temporary accommodation as a result of flooding. Arrangements have been made with the Divisional Council and the Military Authorities for the supply of whatever tents may be needed.

Your Committee wishes to place on record its appreciation of the valuable co-operation which CAFDA has experienced on the part of the Grassy Park Health Centre, the Eaton Convalescent Home, the Government Pensions Offices, the S.P.C.L., the Mental Health Society, the Native Commissioner, the Legal Aid Bureau and the Crippled Care Association.

Old Clothes Department

	1947	1948
Net revenue from sale of old clothes, etc.	£339	£986
No. of receiving depôts	8
No. of collecting rounds, weekly	3

Adequate statistics are not available to show the full scope and value of the Old Clothes Department. There are, for instance, no figures at the moment to indicate the amount or the value of old clothes actually handed out free to persons requiring relief. In 1948 almost £1,000 worth of old clothes were sold at prices far below market value. This amounts, therefore, to relief of at least a similar sum or even more. The Department has been a blessing to the people because it acts as a relief on the already burdened budgets of the poorest. Care is taken that old clothes do not fall into wrong hands and that they do not find their way into the second-hand clothes market. Apart from the relief which the people derive from the purchase of clothing at such low rates, CAFDA also derives a useful income from it which can be used in other much needed directions.

No permanent paid staff has been specially employed to work this Department and your Committee deeply appreciates the solid and consistent work done by Miss Attlee, Mrs. Flegg, and others, in a voluntary capacity. Thanks are also due to the public of Cape Town which appears to have taken this part of CAFDA's activities to its heart.

Mention must be made of 100 blankets which were given free to persons needing them. The cost of these blankets was borne equally by CAFDA and the Native Affairs Department. The rest of the blankets were sold at very much subsidised rates.

CAFDA's Vineyard

Towards the end of 1948 a disused Vineyard, part of which belonged to Mr. Sargeant, and the rest of which belonged to Mr. Retief, was loaned to CAFDA on condition that they put it into order. In return CAFDA would derive any income from it. Captain A. B. Blagden very kindly offered to take charge of the vineyard and he, together with others, put in a great deal of hard work to prepare the vineyard for the coming season. The full benefit of the vineyard will only be felt by CAFDA in 1949. The Committee wishes to thank Captain Blagden, and many others who assisted, for their efforts in this connection.

Sheltered Employment

The net expenses incurred by this Department amount to £155. The expenditure was in respect of wages and supplies to the Shoe Repair shop, while certain revenue was derived from repairs for which customers paid. The repair shop has been very useful to put donated shoes into order before passing them into the Old Clothes Department. It has also met a great need among the people.

Two crippled men were trained in shoe repair during the year and have since left for better employment. A number of other persons in temporary difficulties, or not normally employable, were given light jobs at CAFDA until such time as they were able to rehabilitate themselves or find better employment. The Shoe Repair shop continues to be used to capacity and the in-coming Committee will have to consider the advisability of installing certain minimum machinery to cope with the increased volume of work.

Eight women were regularly employed as sempstresses to mend old clothes donated by the public before passing them into the Old Clothes Department.

Soup Kitchen

During the winter months about 120 gallons of soup per week were cooked and sold on the premises. Some of it was taken out twice or thrice per week to places where it was badly needed. CAFDA records its thanks to the band of voluntary workers who came regularly to prepare the soup.

Club Activities

A club for young girls functioned every Monday afternoon under the guidance of Mrs. Charles.

Mrs. Muller was in charge of a sewing class for women which met every Thursday afternoon.

Mr. Currey operated a penny bank which developed very rapidly. There was just over £100 deposited by the end of 1948 and some of the individual deposits exceeded £15.

Mr. Andries, our shop assistant, started a Soccer Club in 1948. There were 24 members who played ten friendly matches with surrounding teams and, for the rest of the season, played matches among themselves. The field opposite CAFDA has kindly been loaned to the club for its matches by the syndicate which owns it.

Mr. Vulliamy has run a cinema show every Saturday evening during the year. Complete film programmes are hired from African Films Limited and an entrance fee of 6d. is charged. An average number of 200 persons attended these shows which resulted in a profit of just over £6 for the year. Attendances have increased since the shows have been held in the open quadrangle, but a proper hall has become an urgent necessity because outside shows are impossible in inclement weather, and the little club room cannot take more than 100 with ease.

CAFDA is indebted to Mr. Stratford for the loan of his 16 m.m. projector.

Mr. Persent, the shop cashier, started a Sunday School in April, 1948. This has now been taken over by the Retreat Presbyterian Church, and regular services are held every Sunday afternoon.

Miss Attlee took charge of a Bible Class on Tuesday afternoon.

FINANCIAL STATEMENT

The assets of your Association have increased from £6,376 in 1947 to £9,310 in 1948. The main items in this increase have been a substantial increase in the valuation of the Prince George Drive property, the presentation of a plot of land at Wetton, the acquisition of an additional car and £1,590 placed in a Development Fund. This amount is to be used for the development of CAFDA's services and is at present under consideration by the Executive Committee.

The revenue and expenditure account shows considerable development as has been described in the report above. Special mention must be made of the large increase in public donations, subscriptions and the Street Collection. This was in response to special appeals and better publicity methods. Your Committee wishes to pay special tribute to Mrs. Rutland and to Mr. Stephen for the excellent work of re-organisation which they did in connection with the book-keeping system. Your Committee is satisfied that the books are now in excellent order.

CONCLUSION

The Executive Committee wishes to place on record its deep appreciation of the generous donations from the public, the valuable voluntary assistance freely given in many ways by persons too numerous to name and the manner in which the Staff has responded. CAFDA has grown from small beginnings to a very large concern and the Committee looks forward with confidence to the future. The Committee feels that CAFDA as constituted at present cannot really fulfil the whole of its purpose which is to relieve distress over the length and breadth of the Cape Flats, to draw public attention to the conditions, and to organise leisure time activities for all these people. In spite of its great growth, CAFDA will have to grow much more if it is to meet all that is expected of it in the future.

R. S. CULLIS,
Acting Chairman.

AUDITORS' REPORT

TO THE MEMBERS,

We have completed the Balance Sheet at 31st December, 1948, and the Revenue and Expenditure Account for the twelve months ending that date. The following comments arise from the audit of the books of the Association.

As a result of the many changes of Staff during the period under review and up to the time of our audit we have experienced difficulty in obtaining all the information we have required. The books were better kept than was the case for the year ended 31st December, 1947, but the real improvement only occurred as from the beginning of October, 1948. Up to that date certain records were still unsatisfactory. Instances of this occurred in the recording of donations and wages. The Wage Book showed certain deductions from wages earned in respect of provisions purchased by employees but these were never recovered.

A list of donations received as compared with the amounts banked during certain months is set out below:

Month	Received as			Banked
	per Receipt Book			
April	£55	2	2	£65 5 2
June	244	13	0	244 2 0
July	127	5	6	124 6 6
August	1,298	16	8	1,478 2 11
September	398	11	4	414 8 2

We were also unable to trace any banking of receipts issued at the commencement of January, 1948, amounting to £15 11s.

The present system in force at the Community Centre for recording the receipt of money is as follows:

The money received by any one department is deposited in a bag with a printed form stating the amount and the nature of the receipt. This is signed by the employee collecting the money and by a witness, usually the cashier. In many cases these slips were entered in pencil and were not signed by the person depositing or by a witness. It is suggested that printed receipt books be obtained, each receipt being numbered in sequence.

When monies are handed to the cashier a receipt stating the amount, the nature of the deposit, and signed by cashier and depositor should be made out. The original receipt should be placed in the bag containing the money handed in. This provides a permanent record of money received and, unlike loose printed forms, are less likely to be lost or omitted.

In the following instances we have seen no receipt or evidence regarding the nature of the payments, other than the endorsed cheques:

1948 Month	Cheque No.	Nature of Payment	Amount
January	77554	80 Blankets ex the Native Commissioner	£34 0 0
January	77556	Work on Septic Tank by J. Peterson	4 10 0
February	77568	Cartage on Provisions by Moosa Valley	6 7 4
March	77605	Cash	19 0 0
		Building Maintenance	£13 0 0
		Garden	6 0 0
April	57886	Clothing ex Equipment Office Native Affairs	32 0 0
May	57933	Burmeister Bros., Cork Flooring in Nursery	35 16 10
July	57996	Mrs. K. Moody, Transport Expenses	6 5 0
September	12902	K. Steyn, Provisions	3 0 0
September	12917	J. H. Pentz, Provisions	1 15 2
September	12923	S.A. Producers & Distributors, Provisions	2 5 2
September	12928	Mrs. K. Moody, Donations	2 2 0
			£147 1 6

With the exception of sundry invoices totalling £38 13s. 10d., and January and February, 1948, endorsed cheques, which were missing, all other vouchers were in order:

We have included in the amount of £5,915 3s. 5d. for Land and Building, £200, being the municipal valuation of a piece of land at Wetton donated to the Association. This Land has, however, not yet been registered in the name of the Association.

Your faithfully,

GURNEY, NOTCUTT & FISHER,
Chartered Accountants (S.A.).

THE CAPE FLATS DISTRESS ASSOCIATION

Revenue and Expenditure Account for the Twelve Months ended 31st December, 1948

	£	s.	d.	£	s.	d.		£	s.	d.	£	s.	d.
To ADMINISTRATION EXPENSES....				602	12	11	By DONATIONS				4,066	5	3
Audit Fee	18	18	0				" STREET COLLECTION				590	11	4
Bank Charges	2	17	4				" NET PROCEEDS FROM COM-						
Electricity and Water	31	10	8				MUNITY CENTRE'S ACTIVI-						
Fire Insurance	23	13	5				TIES				967	15	0
Interest on Bond	137	14	6				Sale of Old Clothes, Blankets,						
Maintenance of Property	197	6	4				Merchandise, etc.	986	10	5			
Office Cleaning	6	16	2				Sale of Milk	45	11	6			
Printing and Stationery	72	17	4				Bioscope	6	7	8			
Staff Advertising	10	9	5					1,038	9	7			
Telephones, Telegrams & Postages	47	6	7				Less: Loss on Sale of Vege-						
Unemployment Insurance	47	1	4				tables and Groceries	70	14	7			
Sundry Expenses	6	1	10										
" COMMUNITY CENTRE'S RELIEF							" INTEREST ON SAVINGS DEPO-						
DISTRESS AND SOCIAL NET							SIT				3	18	8
EXPENSES				2,784	1	3	" SUNDRY RECEIPTS				19	1	4
Day Nursery and Clinic	524	2	8										
Garden	120	9	9										
Girls' and Boys' Club	6	7	8										
Grant to Nyanga Nursery	65	5	0										
Relief Granted	372	0	1										
Sewing Club	3	0	5										
Sheltered Employment	155	3	11										
Social Workers' Salary and Travel-													
ling Expenses	280	0	0										
Salaries and Wages	882	13	11										
Transport and Car Expenses	374	17	10										
" DEPRECIATION—OFFICE FUR-													
NITURE				10	10	9							
" BAD DEBTS, Written Off				25	19	4							
" BALANCE, being Excess of Re-													
venue over Expenditure for the													
12 months ended 31st December,													
1948, carried to Accumulated													
Funds				2,224	7	4							
				£5,647	11	7					£5,647	11	7

THE CAPE FLATS

Balance Sheet,

LIABILITIES		£	s.	d.	£	s.	d.
JOHANNESBURG BUILDING SOCIETY				2859	4	8
(Secured by First Mortgage Bond over Land and Buildings as per Contra)							
DEVELOPMENT FUND				1590	9	4
SUNDRY CREDITORS				201	7	6
ACCUMULATED FUNDS				4659	0	0
Balance, 1st January, 1948	3880	15	2			
Add: Balance of Special Donation for purchase of car at 1st January, 1948	133	17	0			
Add: Excess of Income over Expenditure for the twelve months ended 31st December, 1948	2224	7	4			
		6238	19	6			
Less: Transferred to Development Fund		1579	19	6			

£9310 1 6

We certify that we have examined the books and accounts and vouchers of the Association and have obtained all the information and explanations we have required. We have satisfied ourselves of the existence of the securities. Proper books and accounts have been kept. Subject to our report of even date attached, we are of opinion that the Balance Sheet is properly drawn up so as to exhibit a true and correct view of the state of the Association's affairs according to the best of our knowledge and the explanations given to us and as shewn by the books of the Association as at the 31st December, 1948.

DISTRESS ASSOCIATION

31st December, 1948

		ASSETS					
		£	s.	d.	£	s.	d.
CASH				724	5	4
On Hand	33	17	7			
At Bank	360	2	10			
On Savings Account at Johannesburg Building Society	330	4	11			
SUNDRY DEBTORS				107	14	6
STOCK OF PROVISIONS				125	8	11
DEVELOPMENT FUND INVESTMENT				1590	9	4
Savings Account with the United Building Society						
FURNITURE AND EQUIPMENT				197	0	0
At Cost, Less Depreciation						
Balance, 1st January, 1948	29	12	8			
Additions during the year	182	18	1			
		212	10	9			
Less: Sales	5	0	0			
		207	10	9			
Less: Depreciation	10	10	9			
MOTOR CARS				650	0	0
At Cost, Less Depreciation						
Balance, 1st January, 1948	331	10	0			
Additions during the year	430	10	0			
		762	0	0			
Less: Sales	40	0	0			
		722	0	0			
Less: Depreciation	72	0	0			
LAND AND BUILDINGS				5915	3	5
Situating at Prince George's Drive, Retreat, C.P.—At Cost (Mortgaged as per Contra)						
Balance, 1st January, 1948	5486	7	1			
Additions during the year	228	16	4			
		5715	3	5			
Property situated at Kenilworth Extension Township—at Municipal Valuation	200	0	0			
					£9310	1	6

Cape Town.
1st June, 1949

GURNEY, NOTCUTT & FISHER,
Chartered Accountants (S.A.).

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SOUTH AFRICAN INSTITUTE OF RACE RELATIONS (SAIRR), 1892-1974

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