



# Wolwekraal Conservation and Research Organisation (WCRO)

PO Box 47 Prince Albert 6930

NPO Reg. Num 121-079 (15.05.2013)

Tel / Fax \*27 (0) 23 5411828 (A/H)  
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2014.02.28

## NON-PROFIT ORGANISATION ANNUAL REPORTS Narrative Report on the past year's activities 2013.03-2014.02

### 1. Section A: Basic details about the Organisation:

1.1 Organisation name:...[Wolwekraal Conservation and Research Organisation](#) .

1.2 Non-profit Organisation Registration Number:..... [121-079 \(15.05.2013\)](#).....

1.3 The twelve-month period this Report covers:... ..[2013.03.01-2014.02.28](#)

1.4 Contact persons (Two office bearers nominated by the Organisation):

Contact person .....[Sue Dean](#) .....

Contact person's title in your organisation .....(Secretary/Treasurer).....

Telephone number (023) 5411828... ..

Fax number ( ) .....

Cell phone number .....[082 7700206](#)..

E-mail address...[WklConsResOrg@gmail.com](mailto:WklConsResOrg@gmail.com).....

Another contact person is.....[Chris Ball](#).....

Contact person's title in your organisation ...[Vice Chairperson](#)....

Telephone number (021) 794 1422

Fax number ( ) .....

Cell phone number ...[082 990 2004](#).....

1.5 Organisation's physical address:

.....[Nuwestraat 8](#).....

.....[Prince Albert](#).....

Province ...[Western Cape](#).....

Postal code [6930](#).....

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1.6 Organisation's postal address (if different to 1.5):

.....[PO Box 47](#).....

.....[Prince Albert](#).....

Province ...[Western Cape](#).....

Postal code [6930](#).....

South African Revenue Service Tax Number 9541/939/16/2; NPO Reg. Num 121-079 (15.05.2013)

EXCO Members: Chairperson Dr WRJ Dean; Vice Chair Mr Chris Ball; Cape Nature representative Ms Anita Wheeler; Additional Member Mr Hugh Forsyth; Secretary/Treasurer Dr Sue Milton-Dean

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1.7 Organisation's Office Bearers (Persons who hold positions of authority and responsibility within the Organisation. These are the members of your Governing Board or Controlling Committee.) If the form does not have enough spaces for all your office bearers please add the rest on a sheet of paper, and attach.

| Name                          | Office bearer title                             | Work or home address  | Postal address                      | Telephone (include dialing code)              | ID Number           |
|-------------------------------|---|---|-------------------------------------|---|---------------------|
| William Richard John Dean     | Chair   | 8 Nuwestraat, Prince Albert 6930                              | PO Box 47, Prince Albert 6930       | Tel: +27 23 541 1828;<br>Cel: +27 79 517 3693 | ID 400810 5011 083  |
| Christopher John Watkins-Ball | Vice Chair Member & fiduciary officer           | 4 Gardenia Lane, Constantia 7806                              | 4 Gardenia Lane, Constantia 7806    | Tel: +27 21 794 1422;<br>Cel: +27 82 990 2004 | ID 391102 5051 082  |
| Suzanne Jane Dean             | Secretary/ Treasurer Member & fiduciary officer | 8 Nuwestraat, Prince Albert 6930                              | PO Box 47, Prince Albert 6930       | Tel: +27 23 541 1514;<br>Cel: +27 82 770 0206 | ID 520713 0118 082  |
| Hugh Pickering Forsyth        | Additional Member & fiduciary officer           | 2 Klipstraat, Prince Albert 6930                              | 2 Klipstraat, Prince Albert 6930    | Tel; +27 23 5411 514,                         | ID 430317 5030 083  |
| Anita Wheeler                 | CapeNature Representative                       | Queens Hotel Building Baron van Reede Street Oudtshoorn 6625; | Private Bag X 658, Oudtshoorn, 6620 | Tel: +27 44 2036 312;<br>Cel: +27 82 784 1785 | ID 740914 0056 082. |
|                               |   |   |                                     |   |                     |

*NOTE: If any of the above Office Bearers are changed between this Report and the next Report please send the information to the Directorate, within one month of the change. This should contain information, as above, about each of the new Office Bearers.*

**1.8 Fill in the following details on your organisation about each staff member's job title, whether they are female or male, their race group and the skills they have.**

*¼ If this table does not have enough space for all your staff, please make another one like this and add it to your report.*

| Job title of staff member         | Gender<br>Female or male | Race Indian, Black,<br>White, Asian |
|-----------------------------------|--------------------------|-------------------------------------|
| The organization has no employees |                          |                                     |

**1.9 Basic skills or services of the Organisation: Broadly describe the service activities of the Organisation (i.e: nursing, counseling, monitoring, activism, managing, fundraising or community development):**

Nature Conservation, ecological research and environmental education in the southern Karoo and particularly in the Prince Albert District.....

## 2. Section B: The Organisation's major achievements over the past year:

**NOTE: Responses to the questions below must be given on separate sheets of paper.**

2.1 List the Organisation's planned objectives set at the beginning of the past year (the measureable activities you planned to achieve);

1. Fencing between Wolwekraal Nature Reserve and R353, and between the Municipal garbage dump and the Nature Reserve
2. Control soil erosion on hiking trail in Wolwekraal Nature Reserve
3. Clear invasive alien vegetation in Wolwekraal Nature Reserve
4. Negotiate with the Municipality to reduce sewage effluent flow and garbage blow into the Nature Reserve
5. Provide environmental and natural history education for the public and for schools.
6. Transfer and develop skills in natural history within the local community.
7. Raise funds for its activities and manage these funds to achieve its objectives.
8. Work in collaboration with other organisations and government to identify and assist in the conservation of other natural and cultural environments in the Prince Albert Municipal area.
9. Provide access to information pertaining to its activities and management through regular open and transparent communication

2.2 Indicate which of the Objectives listed in 2.1 you achieved or partly achieved.

| Objective   | Outcome         |
|---|-----------------|
| 1. Fencing between Wolwekraal Nature Reserve and R353, and between the Municipal garbage dump and the Nature Reserve  | Achieved        |
| 2. Control soil erosion on hiking trail in Wolwekraal Nature Reserve  | Achieved        |
| 3. Clear invasive alien vegetation in Wolwekraal Nature Reserve   | Not achieved    |
| 4. Negotiate with the Municipality to reduce sewage effluent flow and garbage blow into the Nature Reserve  | Partly achieved |
| 5. Provide environmental and natural history education for the public and for schools.  | Achieved        |
| 6. Transfer and develop skills in natural history within the local community.   | Partly achieved |
| 7. Raise funds for its activities and manage these funds to achieve its objectives.   | Partly achieved |
| 8. Work in collaboration with other organizations and government to identify and assist in the conservation of other natural and cultural environments in the Prince Albert Municipal area. | Achieved        |
| 9. Provide access to information pertaining to its activities and management through regular open and transparent communication   | Achieved        |

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2.3 Explain how you achieved, or partly achieved, the Objectives indicated in 2.2. Try to keep your explanations to 100 words or less for each of the Objectives.

1. Achieved: Fencing completed, but fence between Municipal garbage dump and the Nature Reserve was damaged by burning in the dump in December 2013 and February 2014;
2. Achieved: Soil erosion on hiking trail in Wolwekraal Nature Reserve controlled using chipped sweet thorn branches as mulch;
3. Not achieved: Clear invasive alien vegetation in Wolwekraal Nature Reserve: not achieved – no funds available to pay contractors;
4. Partly achieved: Negotiate with the Municipality to reduce sewage effluent flow and garbage blow into the Nature Reserve; Negotiations and letters did not result in the desired outcome;
5. Achieved: Provide environmental and natural history education for the public and for schools. Achieved through guided walks for one local school, and one university group, talks to three social clubs, one winter school, one conference, one festival
6. Partly achieved: Transfer and development skills in natural history within the local community was partly achieved through short courses to members of the Merweville community, for SANParks community nursery project in Beaufort West and through short internships;
7. Partly achieved: Some funds for activities were raised through payments for guided walks and inputs made to other NGOs or research organization. The available funds were effectively managed via the Exco to achieve WCRO objectives;
8. Achieved: WCRO member Sue Dean sits on the IDP forum of the Municipality to provide input on environmental issues. WCRO is working in collaboration with CapeNature, the Endangered Wildlife Trust, South African Biodiversity Institute SANParks, Agricultural Research Council, LandCare (Beaufort West), Worcester Veld Reserve, NMMU and the South African Environmental Observatory Network (SAEON) to assist in the conservation, monitoring and research in natural and cultural environments in the Prince Albert Municipal area;
9. Achieved: Public access to information pertaining to WCRO activities and management was achieved through establishment of a website ([www.wcro.co.za](http://www.wcro.co.za)) and nomination of eight ordinary members to WCRO.

2.4 Give a general description of the ways in which beneficiaries (individuals/groups/communities/social or economic or environmental condition) benefited from your Organisation's programme, projects or services during the past year. Try to keep your description to 100 words or less.

Two community groups learned how to propagate indigenous and medicinal Karoo plants from seeds and cuttings, two social clubs (Garden Club & Rietbron Vroevereniging) learned about indigenous plants, one senior school groups was mentored in ecological research, an employee of Worcester Veld Reserve and the Dryland Conservation project of EWT were assisted in research project development, two NMMU masters students received research mentorship, the Wolwekraal Nature Reserve was fenced to exclude domestic livestock so as to conserve rare plants, the local Municipality received comments on its SDF, 317 people learned about Karoo plants and animals through guided walks on Wolwekraal Nature Reserve.

**3. Section C: List of important meetings held by the Organisation during the past year, and details of any changes to your Constitution.**

*NOTE: Responses to the headings below must be given on separate sheets of paper.*

3.1 List the number of meetings your Organisation held during the past year. Use the following headings (if applicable):

**1. What meetings of the kinds listed below (if applicable) did your organisation hold during the period of the report? And how many of each did you have?**

| Type of meeting         | No of meetings held during the year |
|-------------------------|-------------------------------------|
| Annual general meeting  | 1                                   |
| Special general meeting | 1                                   |
| Management meeting      | 0                                   |
| Board meeting           | 0                                   |
| Executive meeting       | 4                                   |
|                         |                                     |

3.2 Give the date of your Annual General Meeting – and indicate if this was held at the time stated in your Constitution or not. If not, give the reason for delay or advance.

The AGM was held on 31 January 2014. The constitution states that the AGM should be held “not later than three 3 months after the end of the financial year (the end of February)” . The meeting was thus held four weeks early. This was to accommodate four meetings per annum at three-monthly intervals.

3.3 If the Organisation held a Special General Meeting, or Meetings, during the past year, give a short explanation for this.

*If your organisation did have special general meetings, please explain why you needed them. If you need more space to write, add an extra piece of paper to this report for it.*

A Special General Meeting was held on 31 October 2013 in order to vote on changes to the constitution required to comply with SARS.

3.4 Did the Organisation make any change or changes to its Constitution during the past year:

**YES**

**NOTE: If your answer is YES, please attach the following to your Report:**

3.4.1 A copy of the resolution/s to change the Constitution; **ATTACHED**

3.4.2 A copy of the changed Constitution. **ATTACHED**

**Financial Report – income and expenditures:**

**1. Section A: The Organisation’s income and basic accounting details:**

1.1 Accounting Officer’s name:...

Sue Dean (Secretary/Treasurer) and

Acker & Maloney Inc., Chartered Accountants

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<http://www.wcro.co.za>

1.2 Accounting Officer's address (an outside individual or accounting company or auditor):

Acker & Maloney Inc., Chartered Accountants  
 PO Box 1748, Oudtshoorn, Western Cape 6620  
 Tel 0442722254, Fax 044272 2685  
 e-mail ackerodn@mweb.co.za  
 Tax Practitioner number PR7B019F8  
 Practice number 900642

1.3 Organisation's accounting policies (i.e. Are your accounts done monthly):  
 Three monthly by Secretary/treasurer, annually by Auditor

1.4 Has the attached Accounting Officer's report and annual statement of accounts been approved by your Organisation's Office Bearers? YES

**NOTE: The Directorate will only accept a report and financial statement that has been approved by your Office Bearers.**

1.5 What % (percentage) of your total annual expenditure was spent on administration costs (i.e. salaries, rental, travel, water/lights, maintenance, insurances, stationery etc)  
 Approx 15%

1.6 Indicate your sources of income under the headings below(with a tick):

|  |   |
|--|---|
| <b>Kinds of funds:</b>                   |   |
| Donations:                               | √ |
| Fees/membership:                         | - |
| Sales of products or services:           | √ |
| Gifts-in-kind (other than money):        | - |
| General income (i.e. fundraising events) | - |
| Interest on investment:                  | √ |

1.7 What %(percentage) of your annual income came from submitting project or grant proposals to corporates, foundations/trusts or foreign donors:...

100% of the start up funds (R50,000) came from Rufford Small Grants for Nature Conservation in UK

1.8 Who did you use to raise your income during the past year? (you can tick more than one box if you used more than one method):

|  |                |
|--|----------------|
| <b>Our fundraising was done by:</b>            |                |
| Full-time staff member/s                       |                |
| Part-time staff member/s                       |                |
| Volunteer/s                                    | √              |
| Outside person/company for a fee or commission |                |
| Other  | Office bearers |

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**2. Section B: A copy of your most recent Annual Financial Statements, which include a Balance Sheet and an Income and Expenditure Report.**

Attach your organisation's annual Balance Sheet and Income and Expenditure Report  
**ATTACHED AUDITED FINANCIAL STATEMENTS FOR WCRO as PDF**