



# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day 01	Month 01	Year 2021		Day 31	Month 12	Year 2021

## Reference and administration details

**Charity name** THE CATERPILLAR CLUB

**Other names charity is known by**

**Registered charity number (if any)** 1064997

**Charity's principal address** C/O FERNDOWN FIRST SCHOOL, MOUNTBATTEN DRIVE, FERNDOWN, DORSET

**Postcode** BH22 9FB

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lauren Hawksworth	CHAIR		COMMITTEE
2	Hannah Tansey	SECRETARY	From April 2022	COMMITTEE
3	Susan Crow	MANAGER		COMMITTEE
4	Ruth Lucas			COMMITTEE
5	Bethany Rose	ASSISTANT MANAGER		COMMITTEE
6	Claire Barber			COMMITTEE
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year
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### Names and addresses of advisers (Optional information)

Type of advisor	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

SUSAN CROW - MANAGER

## Structure, governance and management

### Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

How the charity is constituted

(eg. trust, association, company)

Trustee selection methods

(eg. appointed by, elected by)

PARENT COMMITTEE

ELECTED BY PARENT COMMITTEE ANNUALLY

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ Policies and procedures adopted for the induction and training of trustees.
- ☐ The charity's organisational structure and any wider network with which the charity works.
- ☐ Relationship with any related parties.
- ☐ Trustees' consideration of major risks and the system and procedures to manage them.

THE CATERPILLAR CLUB WORKS UNDER THE UMBRELLA OF THE PRE-SCHOOL LEARNING ALLIANCE. IT HAS A VARIETY OF ESTABLISHED WRITTEN POLICIES FOR THE APPOINTMENT OF TRUSTEES, RISK PROCEDURES AND ITS ORGANISATIONAL STRUCTURE.

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

TO PROVIDE A SAFE & HAPPY EDUCATION FOR PRE-SCHOOL CHILDREN, TO STIMULATE GROWTH IN THEIR PERSONAL DEVELOPMENT & SOCIAL SKILLS & TO ENABLE THEM TO MOVE INTO THE SCHOOL SYSTEM .

**Summary of the main activities in relation to these objects**

TO EDUCATE PRE-SCHOOL CHILDREN  
TO HELP THEM ACHIEVE THEIR EARLY YEARS FOUNDATION STAGES OF DEVELOPMENT  
TO PROMOTE GOOD LINKS WITH THE LOCAL SCHOOLS TO AID A SMOOTH TRANSITION .

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- ☐ Policy on grantmaking
- ☐ Policy programme related investment
- ☐ Contribution made by Volunteers

THE SETTING IS ASSISTED BY VOLUNTEERS/PARENTS WHO PROVIDE ADDITIONAL INCOME FROM FUNDRAISING.

THE SETTING RECEIVES NO ADDITIONAL FUNDING OTHER THAN GRANT FUNDED CHILDRENS` PLACES, PRIVATE FEE PAYING CHILDREN (PRE-GRANT), AND ITS OWN FUNDRAISING.

**Achievements and performance**

## Achievements and performance

### Summary of the main achievements of the charity during the year

TO CONTINUE TO PROVIDE THE BEST EDUCATION AND SOCIAL DEVELOPMENT TO ALL PUPILS.  
TO ENSURE GOOD FINANCIAL MANAGEMENT SUCH THAT THE SETTING NOW HAS A SURPLUS OF INCOME OVER EXPENDITURE.  
TO SUPPORT THE TRAINING OF ITS STAFF.

## Financial review

### Brief statement of the charity's policy on reserves

A SMALL SAVINGS ACCOUNT HOLDS ADDITIONAL RESERVES

### Details of any funds materially in deficit

NONE

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ The charity's principal sources of funds (including any fundraising).
- ☐ How expenditure has supported the key objectives of the charity.
- ☐ Investment policy and objectives including any ethical investment policy adopted.

THE SETTING RECEIVES NO ADDITIONAL FUNDING OTHER THAN GRANT FUNDED CHILDRENS` PLACES, PRIVATE FEE PAYING CHILDREN (PRE-GRANT), AND ITS OWN FUNDRAISING

## Other optional information

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	R Lucas	
<b>Full name(s)</b>		
<b>Position (eg secretary, chair, etc)</b>	TREASURER	
<b>Date</b>	30/09/2022	

# ACCOUNTS FOR THE CATERPILLAR CLUB FOR YEAR ENDED 31 DECEMBER 2021

## Income and Expenditure Account

	2021	2020
<b>Opening Balance</b>		
Bank Account	32,032	7,768
Deposit Account	6,253	6,253
Petty Cash	92	16
	<u>38,377</u>	<u>14,037</u>
<b>Income</b>		
Fees	7,511	23,150
Nursery Grant	78,255	62,414
Merchandising/ Fundraising/Sundry	1,066	538
Training	0	0
EYP Grant	0	3,500
Gov Discretionary Business Grant	0	7,500
	<u>86,832</u>	<u>97,102</u>
Interest (deposit a/c)	13	0
<b>Total income</b>	<u>86,845</u>	<u>97,102</u>
<b>Expenditure</b>		
Wages	69,876	61,631
Tax/Nics/Pension	4,611	2,924
Plant, Equipment, Toys	611	194
Play Materials	839	353
Rent & Rates	149	1,375
Stationery	786	573
Postage	16	41
Provisions	493	267
Cleaning	730	825
Membership/ Subscriptions	319	110
Insurance	720	970
Accountant	680	890
Phone	525	482
Gas	156	154
Electricity	750	731
Water/Sewerage	305	0
Property/garden improvements	* Sundry 57	11
Alarm/Fire servicing	* Sundry 196	264
Training	* Sundry 538	60
Fundraising/ Merchandising	* Sundry 0	335
Entertainer - Xmas party	* Sundry 115	220
Plumbing repairs	* Sundry 174	0
Refund EYP Grant	* Sundry 1,166	0
Other sundries	* Sundry 92	352
<b>Total expenditure</b>	<u>83,904</u>	<u>72,762</u>
Surplus/ Deficit of income	2,941	24,340
<b>CLOSING BALANCE</b>	<u>41,318</u>	<u>38,377</u>
<b>Closing balance represented by:</b>		
Bank Account	35,017	32,032
Deposit Account	6,266	6,253
Petty Cash	35	92
	<u>41,318</u>	<u>38,377</u>

Signed:... RD Lucas (Treasurer)



## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

THE CATERPILLAR CLUB

On accounts for the year  
ended

31/1/21

Charity no  
(if any)

144322

Set out on pages

1

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/1/21

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

9/2/2022

Name:

CA L SMITH (CATHERINE SMITH)

Relevant professional  
qualification(s) or body  
(if any):

Address:

86 LEESON DRIVE KENDON BH22 9QU