

**Company Number: 3476510**

**Charity Number: 1072425**

**The Caxton Trust  
(A company limited by guarantee)**

**Report and Financial Statements**

**for the year ended 31<sup>st</sup> December 2020**

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**The Caxton Trust**  
**Report and Financial Statements**  
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**The Caxton Trust**  
**Report of the Trustees (including Directors' report)**  
**for the year ended 31<sup>st</sup> December 2020**

In this document the Trustees present their report and the audited financial statements of the group for the year ended 31st December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019. The Trustees' report is also a directors' report for the purposes of the Companies Act 2006 and other company legislation.

### **Chairman's Report**

Our overall aim is to increase both the take-up of Catch Up training by schools and their long-term engagement with Catch Up, so that many more struggling learners are supported by Catch Up's products.

The educational market has seen the growth of academy chains and free schools, the decline of local education authorities and increasing public sector budgetary pressures. To address these challenges, Catch Up seeks to offer cost-effective and readily accessible products, so allowing the maximum number of struggling learners in schools to be reached. The one-off cost of £450 means that the average cost per pupil reduces significantly as more beneficiaries receive the intervention, meaning the Catch Up intervention offers exceptionally good value for money. As part of the Catch Up Training Support Package, additional tools to help schools embed the interventions and further resources that support them are offered.

The Caxton Trust has charitable status in Scotland and Catch Up is now an authorised supplier to several Scottish local authorities. Further relationships within Scotland are being pursued in order to expand the reach of Catch Up.

Our online offer was trialled during 2019 and regular online training courses for both literacy and numeracy interventions began in 2020. The take-up of these courses proved popular with those geographically remote or those wishing to access training at an earlier date than scheduled courses at our Regional Training Centres (RTCs).

During 2020, the Covid-19 pandemic had a dramatic effect on Catch Up's operations and as a result of the closure of schools during March 2020, we were obliged to halt our provision of training and to furlough Catch Up's employees. It was apparent that the training model needed to develop, concentrating on an online delivery method to adapt to these unprecedented circumstances. In September 2020, after re-mobilising our staff, Catch Up offered online training and experienced strong demand for training during the autumn term and into 2021. Hence, as a result of this development work in 2019 and 2020, we were able to rapidly respond to the new circumstances once schools returned.

Catch Up wishes to be responsive to the training needs of all schools and other organisations. It is willing to deliver training wherever and however it is requested, subject to it being viable for Catch Up to provide it. Catch Up will respond to requests from larger organisations and consortia to organise specific training either online or at their own sites, subject to a Covid-19 secure environment.

The use of our website and database provides an efficient automated booking process which ensures that Catch Up continues to be a reasonably priced intervention and is accessible to the widest possible audience. Our 'bundling' of training places has continued to prove popular, offering good value to organisations taking up these offers and encouraging the accomplishment of the optimal team of three trainees, including a Catch Up co-ordinator, to be embedded in a school.

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Our 2020 budget was set at the level of 1,132 trainees, which was broadly in line with the 2019 figure of 1,162 trainees, alongside cost savings being introduced early in 2020 to enable Catch Up to operate under a more sustainable business model. The abrupt halt to training in March meant all activities ceased, with the majority of staff costs covered by the receipt of government furlough payments.

In March 2020 Catch Up received the good news that it had been awarded a grant of £349,127 from The Charity of Sir Richard Whittington, of which The Mercers' Company is a trustee. This was to undertake research over a three-year period for the creation of early years foundation stage literacy and numeracy interventions. Whilst the immediate start to the project was delayed as a result of the Covid-19 situation, the majority of timetable milestones to date have been achieved, so there should be little delay to the overall project timetable.

The strong demand for online training in the autumn coupled with the support of The Manor 2056 Trust and the Mercers' project has allowed the organisation to end the year on a stable financial footing.

In the event, Catch Up trained 812 trainees in 2020, including 16 project trainees. Whilst the outlook for 2021 is very dependent on Covid-19 conditions, the move to online training and the flexibility it offers means that the 2021 budget level of 928 trainees is a realistic target.

On behalf of the Trustees, I would like to thank our Chief Executive, Theresa Rogers and her colleagues, for the commitment they have shown in reshaping and managing the charity's activities during this difficult period for Catch Up and then in responding to high levels of demand when schools re-opened in September. The Catch Up team has shown outstanding commitment and professionalism in the delivery of Catch Up training that has benefited so many individuals over the years and will be needed by so many more now and in future.

To find out more about Catch Up, visit our website [www.catchup.org](http://www.catchup.org) or telephone: 01842 821465.

*JPS Crawford*

**Patrick Crawford CB**  
**Chairman**

**The Caxton Trust**  
**Report of the Trustees (including Directors' report)**  
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### **Our purpose and activities**

Our charity's purpose, set out in the objects of the Trust in its governing documents, is the advancement of education. Our mission statement is to address literacy and numeracy difficulties that contribute to under-achievement.

### **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. We look at the success of each key activity and the benefits brought to those groups of people we are set up to help. This process also helps us to ensure that our aim, objectives and activities remain focussed on our stated purposes. We have complied with the duty in the 2011 Charities Act to have due regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. The Trustees accordingly consider how planned activities will contribute to the aims and objectives they have set.

### **How our activities deliver public benefit**

A significant proportion of primary and secondary school children in the UK have difficulties in attaining the levels of literacy and numeracy expected of them. Whilst these difficulties are often not severe enough to entitle those struggling learners to statutory additional learning support, they may still be sufficient to restrict the access of them to the curriculum. Without additional support, these children may fall further behind their peers. The adverse consequences are wide-ranging and well-documented: long-term poor academic achievement, low self-esteem, lower motivation to read, disengagement with the learning process, behavioural problems, reduced employment prospects and the possibility of social exclusion. It was with this in mind, that the Catch Up interventions were developed. By helping individuals experiencing learning difficulties to reach their full potential, it is hoped that their lives will be enriched and that they will be able to play a fuller part in society, so benefiting the communities in which they live.

Our main activities and those whom we try to help are described below. All our charitable activities focus on the advancement of literacy and numeracy skills of struggling learners and are undertaken to further our charitable purposes for the public benefit.

Catch Up, the working name of The Caxton Trust, is a not-for-profit charity that:

- offers comprehensive and integrated training and resource packages to support the management and delivery of the Catch Up interventions;
- provides ongoing support, through the Catch Up Community, for those who deliver the Catch Up interventions to struggling learners; and
- undertakes research into the development and enhancement of the Catch Up interventions, and into extending the support it provides to struggling learners.

Catch Up Literacy and Catch Up Numeracy are:

- structured one-to-one interventions for struggling readers and for learners who struggle with literacy and numeracy;
- centred on 15-minute sessions delivered twice a week, targeted to the needs of the individual;
- grounded in rigorous academic research and shown to be effective in schools (and other settings); and
- realistic, practical and inexpensive.

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**Who used and benefited from our Services?**

Those who use our services are initially teachers, teaching assistants, carers and other 'supporting adults'. The ultimate beneficiaries are struggling learners.

**Achievements and performance**

**OPERATIONAL**

- Catch Up continues to develop its Key Performance Indicators in order to manage and develop its work. The number of struggling learners helped is the ultimate measure of the work of the charity. As trained supporting adults can assist many struggling learners over time, the ultimate number of beneficiaries is difficult to quantify. We feel that the best measure of the activity of the charity is the number of supporting adults trained. In 2020, there were a total of 812 trainees, compared to 1,162 in 2019.
- 2020 saw the suspension of Catch Up RTCs as a result of the Covid-19 restrictions. Upon resumption of training in September 2020 all training was delivered online.
- The changing financial climate within the public sector, changes in local authority staffing in England, and the development of academies and free schools combine to provide a challenging environment for the delivery of Catch Up's operations.
- The Covid-19 situation has meant there is an even greater need for the Catch Up interventions following the reduction of face-to-face teaching and the inability of all members of the school community to access online learning.
- To make our interventions more affordable and to encourage the ideal team size of a minimum of three Catch Up trainees in each school, a 'bundle of places' is offered to organisations booking training for each intervention. Whole school block bundles are also offered to provide incentives to widen Catch Up's reach.
- Almost half of all teaching assistants that were trained prior to 2020 achieved at least one unit of accreditation of the Catch Up qualification (Gateway qualifications, Ofqual recognised).
- Since 2000, we have trained in excess of 31,000 supporting adults to deliver the Catch Up interventions and we estimate that they have supported more than half a million struggling learners.

**COMMUNICATIONS, MARKETING AND BUSINESS DEVELOPMENT**

- Activities included direct mail, email advertising, publisher inserts, brochure mailings, email newsletters, Twitter, training campaigns, webinars, automated emails, Excellence Awards.
- We recognised that, with the diminishing roles of English local authorities, we needed to find new ways of communicating and working with English schools directly, including exploring new partnerships that would work with us. Schools are keen to maximise their use of Targeted Pupil Funding/Pupil Premium, especially as this aspect is scrutinised as part of school inspections. This aspect has been further heightened by the governments catch-up premium allocated to schools for the 2020/21 academic year.
- A Pupil Reporting Tool launched in 2017, enables users get the most from the Catch Up interventions providing greater evidence of the benefits of using Catch Up.
- Following the increasing number of enquiries from Scotland, work to increase awareness of Catch Up continues to be pursued to encourage more opportunities in the region.
- An agreement was reached with the National Literacy Trust to promote Catch Up as a preferred option to help with literacy for struggling learners.

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#### **BUILDING CAPACITY**

- The use of our website and database provides an efficient booking and administration system with trainees made fully aware of our on-line functionality.
- The automation of database-driven tasks has allowed efficient management of courses by the office team and the use of a third-party provider to deliver online connectivity for courses has allowed the office resources to be deployed to facilitate the growing number of courses being delivered.
- Using the knowledge, expertise and commitment of the Catch Up team has been beneficial in developing and reviewing operational issues and resources as well as identifying potential new areas of development especially with regard to online delivery.
- Trainers are being trained in delivering the training online which allows a more flexible delivery model. This is a necessity in the current Covid-19 situation but also has advantages to the RTCs for those geographically remote or those wishing to access training at an earliest opportunity.

#### **RESEARCH AND GRANTS**

- In March 2020, Catch Up was awarded a grant of £349,127 over a three-year period from the charity of Sir Richard Whittington, of which The Mercers' Company is a trustee. The grant is to action research to create early years' foundation stage literacy and numeracy interventions and is scheduled for completion during 2023. The grant, payable in instalments includes a contribution toward the associated overheads of the charity as well as income associated with training of participants. The expected profile of grant saw £80,427 received in 2020 and will see received in £164,533 in 2021, £81,633 in 2022 and £22,534 in 2023. The expenditure on this grant in the year was £32,296, with a transfer to unrestricted funds of £12,918.
- Since 2014 Catch Up has been working with the support of SBT to enable Catch Up to reach a wider audience in order to help more struggling learners. SBT's support package has included consultancy support in respect of sales and marketing, management information, and the development of richer and more engaging content for existing customers. There was no consultancy time received in 2020.
- The Manor 2056 Trust provided a financial donation of £30,000 which was used to support core costs during the year. In addition, a further donation of £14,000 was received which was used to cover the costs of reorganisation.
- As a result of the Covid-19 situation a discretionary government grant of £10,000 was received along with £64,159 under the Coronavirus Job Retention Scheme to help cover the costs of staff that were furloughed.

#### **FUND-RAISING STANDARD INFORMATION**

- Catch Up does not carry out fund raising activities. It relies upon the sale of the Catch Up training and resources for its operating costs and upon grants for its research projects.

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**for the year ended 31<sup>st</sup> December 2020**

**Financial review**

- 2020 was a challenging year financially, however the receipt of government grants, the Mercers' project, the support of The Manor 2056 Trust and strong demand in the Autumn of 2020 allowed a satisfactory result for the year to be achieved. Catch Up had a financial surplus of £54,068 for the year on unrestricted funds and at the year-end the balance on unrestricted reserves was £54,200.
- Total income for 2020 was £525,562 which represented a 1% increase on £518,690 in 2019. There was an increase in grants and donations in 2020 to £201,086 from £48,802 (including £18,300 value of donated services) in 2019. Income from the sale of Catch Up materials and training decreased to £324,417 from £469,743.
- Total expenditure in 2020 was £423,363, down from £599,941 (including £18,300 allocated cost of donated services) in 2019, a 29% decrease.
- The total net surplus for 2020 was £102,199 (2019 - deficit of £81,251).
- Total reserves at the end of 2020 were £89,413 comprising unrestricted reserves of £54,200 and restricted reserves of £35,213. The restricted reserves are in respect of funding received, which will be spent during 2021.

**Pricing policy**

Catch Up maintains a pricing policy that reflects the strategy of enabling its interventions to be available to as many beneficiaries as possible. Hence the Trustees and management seek to offer a price that provides a reasonably priced and cost-effective intervention that covers the core costs of the charity, enabling the charity to be sustainable. We give incentives for more trainees from the same organisation to encourage what Catch Up sees as the optimal number of trainees at each location to achieve the most successful outcomes for itself and for schools.

**Reserves policy**

The Trustees have established the level of unrestricted (freely available) reserves that the charity should aim to have. These reserves are needed to bridge the funding gaps between spending on Catch Up interventions and receipt of income. The seasonal nature of the training also requires the level of cash reserves to be sufficient to cover core costs and working capital requirements during periods when reduced income is experienced, typically during the first half of the year.

The medium-term aim of Trustees is to achieve a level of unrestricted reserves equivalent to between three to six months of core costs, currently estimated to be between £79,000 and £158,000. Progress towards this target level of reserves was achieved in 2020 and the desired level of reserves should during be attained during 2021.

**Going concern**

The occurrence of the Covid-19 pandemic during 2020 meant that all training ceased at the end of March 2020. When training resumed in September 2020 all training was moved online. Whilst the expected number of trainees for 2020 was not achieved, the strong demand experienced upon the resumption of training meant that an overall surplus for 2020 was achieved. This strong demand for training has continued into 2021 and indications are that another surplus for 2021 should be achieved.

A research grant from The Mercers' Company in March 2020 has provided further financial stability for the years 2021-23. In addition, the Trustees have negotiated a working capital line of credit, should it be required, to support the organisation for a 12-month period.



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The level of reserves coupled with our forecasts of trading and cashflows for 2021 and 2022 in light of the demand experienced since September 2020, cause the Trustees to be of the view that the charity is a going concern.

**Plans for future periods**

Early in 2020, Catch Up began trialling the use of live on-line training courses that are accessed remotely. These have the advantage of reaching geographically remote groups or trainees that wish to access Catch Up training at the earliest opportunity and not having to wait until training is organised in their local area. The take-up for these courses during 2019 was very encouraging and the increased demand experienced for on-line training saw both public on-line courses and bespoke organisational training being offered. The incidence of Covid-19 in 2020 has demonstrated how flexible these on-line courses are and how well-suited they are to remote delivery. The pandemic has made society more comfortable with remote learning and it is expected that online delivery will be the preferred delivery method for the foreseeable future.

The dedication, commitment and professionalism of the Catch Up team, combined with an adaptable strategy, a refined delivery model, excellent value for money and proven effectiveness, allow the Trustees to be confident that continued take-up of Catch Up interventions will be achieved, thus helping many more children benefit from our interventions.

**Reference and administrative details**

Charity Number: 1072425

Company Number: 3476510

Registered Office: Catch Up, Keystone Enterprise Factory, Brunel Way, Thetford, IP24 1HP

Auditors: Kevin J Rhind, Corner Cottages, Hempstead, Norwich NR12 0SH

Bankers: CAF Cash, Kings Hill, West Malling, Kent ME19 4TA

The charity is officially registered as The Caxton Trust, but conducts its charitable work under the working name of Catch Up.

**Directors and trustees**

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report they are collectively known as the Trustees. The Trustees and officers serving during the year and since the year-end were as follows:

Patrick Crawford CB - Chairman

Sioned Bowen

Gay Drysdale

Vanessa Emmett

Andrew Lane

Professor Ingrid Lunt

Jocelyn Stuart-Grumbar

Alan Warner

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The key staff members are:

Chief Executive	Theresa Rogers
Deputy Director	Dr Graham Sigley – with responsibility for research programmes

### **Governing document and members**

The Caxton Trust is a company limited by guarantee and a registered charity. On 12th June 2017, the company adopted a new Memorandum and Articles of Association in substitution to its Memorandum and Articles of Association dated 4th December 1997 as amended on 22nd October 1998.

The members are the owners of the charity. Applications for membership require approval by the Trustees. Each of the members has agreed to contribute £1 in the event of the charity winding up. The current membership comprises the existing Trustees.

### **Appointment of trustees**

The Trustees are responsible for governance, directing and overseeing the operation of the charity. Trustees are appointed by a recruitment process which includes an interview. The minimum number of trustees is three; there is no maximum number.

### **Trustee induction and training**

All new trustees are given an induction meeting to brief them on their legal obligations under charity and company law, the contents of the Memorandum and Articles of Association, the decision-making process, the business plan, recent financial performance of the charity and a job description. They are also invited to meet key employees and members of staff.

### **Organisation**

The board of trustees administers the charity. The board meets quarterly. A Chief Executive is appointed by the Trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive has delegated authority, within the terms of delegation approved by the Trustees, for operational matters including finance, employment, the sale of Catch Up resources and training.

### **Related parties**

The charity had a wholly owned subsidiary, Catch Up Limited, incorporated in Australia which is dormant.

### **Remuneration policy for trustees and senior staff**

The Trustees, the Chief Executive and Deputy Director comprise the key management personnel of the charity. The Trustees give their time without compensation and no trustee received any remuneration in the year.

Details of the senior staff remuneration are disclosed in note 9 to the financial statements. The pay of senior staff is reviewed annually along with other members of the staff team and assessment given to the sustainability of the charity, local market rates and performance of both individuals and the organisation.

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## **Risk management**

The Trustees have a risk management strategy, which comprises:

- an annual review of the risks and uncertainties the charity may face;
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

This review has identified that financial sustainability is the major financial risk for the charity. A key element in the management of financial risk is a regular review of available liquid funds and the active management of trade debtors and creditors to ensure sufficient working capital is available to the charity. Operationally, the charity aims to ensure that training courses only take place where a positive financial contribution can be achieved.

## **Trustees' responsibility in relation to the financial statements**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that period.

In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities' SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Statement as to disclosure to our auditors**

In so far as the Trustees are aware at the time of approving our Trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the charity's auditor is unaware, and
- the Trustees, having made such enquiries of fellow trustees and the charity's auditor that they ought to have individually taken, have each taken all steps that they are obliged to take as a trustee, in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

## **Auditor**

A resolution proposing Kevin J. Rhind is re-appointed as auditor of the charity will be put to the Annual General Meeting.

**The Caxton Trust**  
**Report of the Trustees (including Directors' report)**  
**for the year ended 31<sup>st</sup> December 2020**

**Small company provisions**

The report of the Trustees has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

Signed on behalf of the Trustees by:

*J.P.S. Crawford*

**Patrick Crawford CB**  
**Chairman**

**Dated:** 28th June 2021

## **Independent Auditor's Report to the Trustees of The Caxton Trust**

### **Opinion**

We have audited the financial statements of The Caxton Trust (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 December 2020 which comprise Statement of Financial Activities, the Balance sheet, the Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 December 2020, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended.
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's or parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

## **Independent Auditor's Report to the Trustees of The Caxton Trust**

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate and sufficient accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
  - the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
  - certain disclosures of directors' remuneration specified by law are not made; or
  - we have not received all the information and explanations we require for our audit.
- Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 9 the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the groups and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed auditor under section 151 of the Charities Act 2011 and report in accordance with this Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Obtaining the Trustees' going concern assessment, confirming that this is up to date and that it covers a period of at least 12 months.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at:

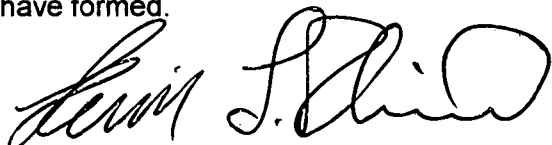
<https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>.

*This description forms part of our auditor's report.*

## **Independent Auditor's Report to the Trustees of The Caxton Trust**

### **Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



**Kevin J. Rhind (Senior Statutory Auditor)**

**For and on behalf of**

**Kevin J. Rhind, Statutory Auditor**

Corner Cottages,  
Hempstead,  
Norwich  
NR12 0SH

8<sup>th</sup> September 2021

**The Caxton Trust**  
**Consolidated Statement of Financial Activities**  
**(including Consolidated Income and Expenditure Account)**  
**for the year ended 31<sup>st</sup> December 2020**

	Note	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
<b>Income</b>					
Grants and donations	3	42,500	158,586	<b>201,086</b>	48,802
<i>Income from charitable activities:</i>					
Sales of Catch Up materials, training and conferences	4	324,417	-	<b>324,417</b>	469,743
Investment income	5	59	-	<b>59</b>	145
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income</b>		<b>366,976</b>	<b>158,586</b>	<b>525,562</b>	<b>518,690</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Expenditure</b>					
<i>Expenditure on charitable activities:</i>					
Development and sale of Catch Up materials, training and conferences	6	312,887	110,455	<b>423,342</b>	599,941
Interest payable	7	21	-	<b>21</b>	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total expenditure</b>		<b>312,908</b>	<b>110,455</b>	<b>423,363</b>	<b>599,941</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net income/(expenditure)</b>	8	<b>54,068</b>	<b>48,131</b>	<b>102,199</b>	<b>(81,251)</b>
Transfer between funds		12,918	(12,918)	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net movement in funds for the year</b>		<b>66,986</b>	<b>35,213</b>	<b>102,199</b>	<b>(81,251)</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Reconciliation of funds</b>					
Fund balances brought forward		(12,786)	-	<b>(12,786)</b>	68,465
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Fund balances carried forward</b>	18	<b>£54,200</b>	<b>£35,213</b>	<b>£89,413</b>	<b>£(12,786)</b>
		<hr/>	<hr/>	<hr/>	<hr/>

The Statement of Financial Activities includes all gains and losses recognised in the year.

All incoming resources and resources expended are derived from continuing activities.

The notes on page 17 to 27 form part of these financial statements



**The Caxton Trust**  
**Consolidated Balance Sheet**  
**as at 31<sup>st</sup> December 2020**

	Note	Group 2020 £	Group 2019 £	Charity 2020 £	Charity 2019 £
<b>Fixed assets</b>					
Tangible assets	12	<b>1,230</b>	-	<b>1,230</b>	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Current assets</b>					
Stocks	14	<b>6,190</b>	13,756	<b>6,190</b>	13,756
Debtors	15	<b>69,768</b>	56,530	<b>69,813</b>	56,572
Cash at bank and in hand		<b>108,996</b>	56,734	<b>108,951</b>	56,692
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total current assets</b>		<b>184,954</b>	127,020	<b>184,954</b>	127,020
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Creditors: amounts falling due within one year</b>	16	<b>96,771</b>	139,806	<b>96,771</b>	139,806
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net current assets/(liabilities)</b>		<b>88,183</b>	(12,786)	<b>88,183</b>	(12,786)
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net assets/(liabilities)</b>		<b>£89,413</b>	£(12,786)	<b>£89,413</b>	£(12,786)
		<hr/>	<hr/>	<hr/>	<hr/>
<b>The funds of the charity</b>					
Restricted income funds	18	<b>35,213</b>	-	<b>35,213</b>	-
Unrestricted income funds	18	<b>54,200</b>	(12,786)	<b>54,200</b>	(12,786)
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total charity funds</b>	19	<b>£89,413</b>	£(12,786)	<b>£89,413</b>	£(12,786)
		<hr/>	<hr/>	<hr/>	<hr/>

The Trustees have prepared group accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The financial statements were approved by the board of Trustees on 28th June 2021 and signed on its behalf by:

*JPS Crawford*

**Patrick Crawford CB**  
**Trustee**

Company registration number: 3476510  
Charity Number: 1072425

**The Caxton Trust**  
**Statement of Cash Flows and Consolidated Statement of Cash Flows**  
**for the year ended 31st December 2020**

		<b>Group</b>		<b>Charity</b>	
	<b>Note</b>	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cash provided by/(used in) operating activities</b>	<b>20</b>	<b>54,069</b>	<b>(61,058)</b>	<b>54,066</b>	<b>(56,560)</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash flows from investing activities</b>					
Investment income		<b>59</b>	<b>145</b>	<b>59</b>	<b>145</b>
Purchase of tangible fixed assets		<b>(1,845)</b>	<b>-</b>	<b>(1,845)</b>	<b>-</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash provided by/(used in) investing activities</b>		<b>(1,786)</b>	<b>145</b>	<b>(1,786)</b>	<b>145</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash flows from financing activities</b>					
Interest payable		<b>(21)</b>	<b>-</b>	<b>(21)</b>	<b>-</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash used in financing activities</b>		<b>(21)</b>	<b>-</b>	<b>(21)</b>	<b>-</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Increase/(decrease) in cash and cash equivalents in the year</b>		<b>52,262</b>	<b>(60,913)</b>	<b>52,259</b>	<b>(56,415)</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Cash and cash equivalents at the beginning of the year</b>		<b>56,734</b>	<b>117,647</b>	<b>56,692</b>	<b>113,107</b>
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total cash and cash equivalents at the end of the year</b>		<b>£108,996</b>	<b>£56,734</b>	<b>£108,951</b>	<b>£56,692</b>
		<hr/>	<hr/>	<hr/>	<hr/>

The notes on pages 17 to 27 form part of these financial statements

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**1. Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**a. Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (issued in October 2020) - (Charities' SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are presented in sterling, rounded to the nearest whole £1.

The Caxton Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

**b. Preparation of the accounts on a going concern basis**

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The full annual effect of the operating cost reductions implemented during 2020 the move to on-line training will not be felt until 2021. The strong demand for training experienced in the autumn of 2020 has continued into 2021 and has meant that an overall surplus is expected for 2021.

In March 2020, Catch Up was awarded a grant of £349,127 over a three-year period from the charity of Sir Richard Whittington, of which The Mercers' Company is a trustee. The grant is to action research to create early years' foundation stage literacy and numeracy interventions and is scheduled for completion during 2023. The grant, payable in instalments includes a contribution toward the associated overheads of the charity as well as income associated with training of participants. The expected profile of grant saw £80,427 received in 2020 and will see a further receipts of; £164,533 in 2021, £81,633 in 2022 and £22,534 in 2023. This income provides extra financial stability for the charity during the medium term.

The charity has renewed its working capital line of credit which is enough to meet the expected shortfall of cash that might occur if budgeted training numbers are not met. The budgeted level of income and expenditure combined with the level of reserves for the charity are sufficient for it to be able to continue as a going concern.

**c. Company status**

The charity is a private company limited by guarantee incorporated in England within the United Kingdom. The guarantors are the members. The liability in respect of the guarantee, as set out in the memorandum and articles, is limited to £1 per member of the charity.

The address of the registered office is given in the information on page 7 of these financial statements.

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31st December 2020**

**d. Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received, and the amount can be measured reliably. Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably, and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from the sale of Catch Up training and materials is recognised on a receivable basis when due. Income received in advance of training is deferred until the criteria for income recognition are met (see note 16).

Donated professional services are recognised as income when the charity has control over them, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and the economic benefit can be measured reliably. On receipt, donated professional services are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have had to pay to obtain services of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period.

**e. Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

**f. Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds subject to specific restrictive conditions imposed by donors or by the purpose of the donation. The purpose and use of the restricted funds are set out in the notes to the financial statements.

**g. Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

*Expenditure on charitable activities* includes the costs of delivering the Catch Up training, training staff, delivering conferences, development and marketing, and other activities undertaken to further the purposes of the charity and their associated support costs.

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**h. Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back-office costs, finance, personnel, payroll and governance costs which support the charity's activities. The bases on which such support costs have been allocated are set out in note 6.

**i. Leases**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged as incurred.

**j. Tangible fixed assets**

Individual assets costing £1,000 or more are capitalised at cost.

Assets in the course of development are capitalised although not depreciated until the asset is brought into use.

Depreciation is provided on all tangible fixed assets in order to write off their cost, less estimated residual value, over their expected useful lives on the following basis:

Office equipment and fixtures	33%	straight line basis
Website and software	25%	straight line basis

**k. Stock**

Stocks are stated at the lower of cost and net realisable value on a FIFO basis after making allowance for slow moving and obsolete stock.

**l. Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**m. Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**n. Employee benefits**

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution stakeholder pension scheme which is administered by Prudential plc. The scheme is open to all employees and is funded by contributions from the employee and employer. A separate National Employment Savings Trust defined contribution stakeholder pension scheme became operational on 1st January 2019, the charity's staging date for auto-enrolment. The pension cost charge represents contributions payable by the charity to the funds in respect of the year.

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**o. Foreign currencies**

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

**p. Redundancy costs**

Redundancy costs are provided for once the decision for termination has been made. These are quantified in accordance with the employee's right to redundancy payments based on years of service. In addition, any pay in lieu of notice due is calculated in accordance with the relevant employment contract.

**2. Financial performance of the charity**

The consolidated statement of financial activities includes the results of the charity's wholly owned subsidiary Catch Up Limited, which is incorporated in Australia.

The summary financial performance of the UK charity alone is:

	<b>2020</b> £	<b>2019</b> £
Net income/(expenditure) and net movement in funds for the year	<b>£102,199</b>	£(81,251)

**3. Grants and donations**

	<b>2020</b> £	<b>2019</b> £
<b>Unrestricted donations</b>		
The Manor 2056 Trust	<b>30,000</b>	25,000
Covid-19 Discretionary Grant	<b>10,000</b>	-
Other	<b>2,500</b>	502
	<b>£42,500</b>	£25,502

**Restricted grants and donations**

Charity of Sir Richard Whittington	<b>80,427</b>	-
Coronavirus Job Retention Scheme	<b>64,159</b>	-
The Manor 2056 Trust	<b>14,000</b>	-
PF Charitable Trust	-	5,000
Social Business Trust (SBT) - donated services	-	18,300
	<b>£158,586</b>	£23,300
<b>Total grants and donations</b>	<b>£201,086</b>	£48,802

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**4. Income from charitable activities**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Sales of Catch Up products	<b>197,952</b>	286,930
Training and associated income	<b>126,465</b>	182,813
	<hr/> <b>£324,417</b>	<hr/> <b>£469,743</b>

The percentage of income attributable to markets outside the United Kingdom is 2.4% (2019 - 4.3%)

**5. Investment income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Bank interest	<b>£59</b>	£145
	<hr/>	<hr/>

**6. Analysis of expenditure on charitable activities**

	<b>Staff costs</b>	<b>Direct costs</b>	<b>Office and support costs</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Costs of Catch Up materials and training	68,960	12,336	58,656	<b>139,952</b>	226,466
Training and conferences	20,549	79,498	467	<b>100,514</b>	193,884
Development and marketing	48,003	12,417	592	<b>61,012</b>	145,643
Project and grant costs	100,430	6,500	3,525	<b>110,455</b>	9,620
Donated services - SBT	-	-	-	-	18,300
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	237,942	110,751	63,240	<b>411,933</b>	593,913
Governance costs:					
Audit fees	-	-	4,700	<b>4,700</b>	4,450
Legal fees	-	-	6,717	<b>6,717</b>	1,358
Exchange rate movements	-	-	(8)	<b>(8)</b>	220
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	11,409	<b>11,409</b>	6,028
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	<b>£237,942</b>	<b>£110,751</b>	<b>£74,649</b>	<b>£423,342</b>	<b>£599,941</b>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Staff costs are apportioned on a time basis. Office and support costs are apportioned to the activity to which they relate.

**7. Interest payable**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Interest payable on deferred taxation and social security	<b>£21</b>	£-
	<hr/>	<hr/>

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**8. Net income/(expenditure) for the year**

	<b>2020</b>	<b>2019</b>
	£	£
This is stated after charging/(crediting):		
Depreciation of own assets	<b>615</b>	15,236
Auditors' remuneration:		
Audit services	<b>4,700</b>	4,450
Exchange rate movements	<b>(8)</b>	220
	<hr/>	<hr/>

**9. Employee information**

	<b>2020</b>	<b>2019</b>
	Number	Number
The average number of persons employed was:		
Support and administration	<b>9.4</b>	11.0
The full time equivalent average number of persons was:		
Support and administration	<b>5.9</b>	7.5
	<hr/>	<hr/>

**Staff costs (for the above staff)**

	<b>2020</b>	<b>2019</b>
	£	£
Wages and salaries	<b>216,544</b>	245,375
Social security costs	<b>11,721</b>	18,288
Pension costs	<b>9,677</b>	12,290
	<hr/>	<hr/>
Total staff costs	<b>£237,942</b>	£275,953
	<hr/>	<hr/>

During 2020 one employee was made redundant. Redundancy and notice payments totalling £3,909 were paid in respect of this employee and are shown within the wages and salaries noted above.

During the year, retirement benefits were accruing to 9 employees (2019 - 9) in respect of money purchase schemes.

The number of employees who received emoluments (excluding pension contributions) in excess of £60,000 was as follows:

	<b>2020</b>	<b>2019</b>
	Number	Number
£60,000 - £70,000	-	-
	<hr/>	<hr/>

The key management personnel of the charity are the Chief Executive and the Deputy Director. The total employee benefits of the key management personnel of the charity were £82,253 (2019 - £89,925).

**Trustees**

No trustee received any remuneration for services during the year (2019 - £Nil). Directly incurred expenses are reimbursed when claimed and in 2020 a total of £Nil was claimed (2019 - £Nil).



**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**10. Pensions**

The charity operates a defined contribution pension scheme and a separate National Employment Savings Trust defined contribution stakeholder pension scheme which became operational on 1st January 2019. The assets of the schemes are held separately to those of the charity in independently administered funds. The pension cost charge represents the contributions payable by the charity to the funds for the year and these costs are included within staff costs and allocated to the activity for the relevant employee. The pension charge for 2020 was £9,677 (2019 - £12,290). At the year-end, there were no amounts payable in respect of outstanding contributions (2019 - £Nil).

**11. Taxation**

The Caxton Trust is a registered charity, and as such is entitled to certain tax exemptions on income and profits from investments, and on surpluses on any activities carried on in furtherance of the charity's primary objectives, if these profits and surpluses are applied solely for charitable purposes.

**12. Tangible Fixed Assets – Group and Charity**

	<b>Computer equipment £</b>	<b>Website &amp; database £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 <sup>st</sup> January 2020	12,012	121,885	133,897
Additions	1,845	-	1,845
	<hr/>	<hr/>	<hr/>
At 31 <sup>st</sup> December 2020	13,857	121,885	135,742
	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>			
At 1 <sup>st</sup> January 2020	12,012	121,885	133,897
Charge for the year	615	-	615
	<hr/>	<hr/>	<hr/>
At 31 <sup>st</sup> December 2020	12,627	121,885	134,512
	<hr/>	<hr/>	<hr/>
<b>Net Book Value</b>			
At 31 <sup>st</sup> December 2020	<b>£1,230</b>	<b>£-</b>	<b>£1,230</b>
	<hr/>	<hr/>	<hr/>
At 31 <sup>st</sup> December 2019	£-	£-	£-
	<hr/>	<hr/>	<hr/>

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**13. Investments**

The charity had a wholly-owned subsidiary Catch Up Limited, a company limited by guarantee incorporated in Australia (ACN 154644498). The liability of each member was limited to Aus\$10 each. The company provided educational training and resource material in Australia and neighbouring countries and has not traded since 2017. It was deregistered on 23 April 2021.

The subsidiary was exempt from having an audit in Australia and has claimed exemption from having an audit of its individual accounts under section 479A of the Companies Act 2006.

The summary financial performance of the subsidiary alone is:

	<b>2020</b>	<b>2019</b>
	£	£
Turnover	-	-
Cost of sales and administration costs	-	-
	<hr/>	<hr/>
Net profit/(loss)	£-	£-
	<hr/>	<hr/>
The assets and liabilities of the subsidiary were:		
	<b>2020</b>	<b>2019</b>
	£	£
Current assets	45	42
Current liabilities	(45)	(42)
	<hr/>	<hr/>
Aggregate Share Capital and Reserves	£-	£-
	<hr/>	<hr/>

**14. Stock**

	<b>Group</b>		<b>Charity</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
Stock of Catch Up materials	£6,190	£13,756	£6,190	£13,756
	<hr/>	<hr/>	<hr/>	<hr/>

Stocks recognised as an expense in the period were £7,566 (2019 - £14,036) for the group and £7,566 (2019 - £14,036) for the parent.

**15. Debtors**

	<b>Group</b>		<b>Charity</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>
	£	£	£	£
Trade debtors	65,323	51,666	65,323	51,666
VAT recoverable	-	357	-	357
Prepayments	4,445	4,507	4,445	4,507
Amount due from subsidiary	-	-	45	42
	<hr/>	<hr/>	<hr/>	<hr/>
	£69,768	£56,530	£69,813	£56,572
	<hr/>	<hr/>	<hr/>	<hr/>

The amount owed by the subsidiary was interest free, unsecured and with no fixed repayment terms.

**The Caxton Trust**  
**Notes to the Financial Statements**  
**for the year ended 31<sup>st</sup> December 2020**

**16. Creditors: falling due within one year**

	<b>Group</b>		<b>Charity</b>	
	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade creditors	<b>36,945</b>	60,875	<b>36,945</b>	60,875
Income in advance	<b>21,157</b>	51,167	<b>21,157</b>	51,167
Other creditors	-	880	-	880
Accruals	<b>30,604</b>	21,564	<b>30,604</b>	21,564
Taxation and social security	<b>5,142</b>	5,320	<b>5,142</b>	5,320
VAT payable	<b>2,923</b>	-	<b>2,923</b>	-
	<b>£96,771</b>	£139,806	<b>£96,771</b>	£139,806

Income in advance relates to training income invoiced in advance.

	<b>Group &amp; Charity 2020 £</b>	<b>Group &amp; Charity 2019 £</b>
Balance as at 1 <sup>st</sup> January 2020	<b>51,167</b>	39,600
Amount released to income from charitable activities	<b>(51,167)</b>	(39,600)
Amount deferred in year	<b>21,157</b>	51,167
Balance as at 31 <sup>st</sup> December 2020	<b>£21,157</b>	£51,167

**17. Other Commitments**

A three-year lease on the former charity's offices expired in August 2019. The charity then began negotiations with the same landlord over a new lease on different premises. It was agreed that the terms of the old lease would continue on a month-to-month basis until a new lease was taken out. A new three-year lease was subsequently entered into on 1st October 2020 with break clauses after 12 and 24 months. The annual rent and service charge for the property was £11,778.

At 31st December 2020, the charity had future minimum lease payments and service charge obligations under non-cancellable operating leases in respect of land and buildings of:

	<b>2020 £</b>	<b>2019 £</b>
<b>Amounts payable</b>		
Within one year	<b>£8,834</b>	-

The amounts recognised as an expense for the period in respect of rent and service charge obligations for land and buildings was £14,814 (2019 - £20,348).

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**18. Funds**

	At 1 <sup>st</sup> January 2020 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 <sup>st</sup> December 2020 £
<b>Restricted funds</b>					
Charity of Sir Richard Whittington	-	80,427	(32,296)	(12,918)	35,213
Coronavirus Job Retention Scheme	-	64,159	(64,159)	-	-
The Manor 2056 Trust	-	14,000	(14,000)	-	-
	-	158,586	(110,455)	(12,918)	35,213
<b>Unrestricted funds</b>					
General reserve	(12,786)	366,976	(312,908)	12,918	54,200
<b>Total funds</b>	£(12,786)	£525,562	£(423,363)	£-	£89,413

Charity of Sir Richard Whittington In March 2020, Catch Up was awarded a grant of £349,127 over a three-year period from the charity of Sir Richard Whittington, of which The Mercers' Company is a trustee. The grant is to action research to create early years' foundation stage literacy and numeracy interventions and is scheduled for completion during 2023. The grant, payable in instalments includes a contribution toward the associated overheads of the charity as well as income associated with training of participants. The expected income profile of grant saw £80,427 received in 2020 to be followed by £164,533 in 2021, £81,633 in 2022 and £22,534 in 2023.

Coronavirus Job Retention Scheme During 2020, HM Government offered financial support to organisations who furloughed staff as a result of the Covid-19 pandemic. Catch Up furloughed all staff at the end of March 2020 with a phased return to work between July and October 2020. £64,159 was received during the year in respect of furloughed staff costs.

The Manor 2056 Trust During 2020 Catch Up undertook a reorganisation of its back office facility which involved a change to its staffing structure and moving premises. A grant of £14,000 towards the cost of this reorganisation was received from The Manor 2056 Trust 2056.

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Projects are priced to generate a surplus over the direct costs attributable to delivering the projects in order to cover the associated overheads of the charity. In addition, surpluses arise where the income allowed is in excess of the direct costs of delivering the various elements of the project expenditure. These total surpluses over direct costs incurred are shown as a transfer between funds. Where projects incur costs that were not associated with the original funding bid, these extra costs are borne by Catch Up and allocated to the period incurred.

**19. Analysis of group net assets/(liabilities) between funds**

	<b>Tangible fixed assets £</b>	<b>Net current assets £</b>	<b>Total £</b>
Restricted funds	-	35,213	<b>35,213</b>
Unrestricted funds	1,230	52,970	<b>54,200</b>
	<hr/> £1,230	<hr/> £88,183	<hr/> <b>£89,413</b> <hr/>

**20. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>Group</b>		<b>Charity</b>	
	<b>2020 £</b>	<b>2019 £</b>	<b>2020 £</b>	<b>2019 £</b>
Net movement in funds	<b>102,199</b>	(81,251)	<b>102,199</b>	(81,251)
Add back depreciation charges	<b>615</b>	15,236	<b>615</b>	15,236
Deduct interest income shown in investing activities	<b>(59)</b>	(145)	<b>(59)</b>	(145)
Add interest payable shown in financing activities	<b>21</b>	-	<b>21</b>	-
(Increase)/decrease in stock	<b>7,566</b>	(6,340)	<b>7,566</b>	(6,340)
(Increase)/decrease in debtors	<b>(13,238)</b>	(4,470)	<b>(13,241)</b>	28
Increase/(decrease) in creditors	<b>(43,035)</b>	15,912	<b>(43,035)</b>	15,912
	<hr/>	<hr/>	<hr/>	<hr/>
Net cash provided by/(used in) operating activities	<b>£54,069</b>	£(61,058)	<b>£54,066</b>	£(56,560)
	<hr/>	<hr/>	<hr/>	<hr/>

**21. Related party transactions**

During the year Catch Up received donations of £44,000 from The Manor 2056 Trust, which is a charity controlled by Andrew Lane who is a trustee of The Caxton Trust (2019 - £25,000).

**22. Post balance sheet events**

The Covid-19 pandemic regulations led to the closure of schools in the UK in January 2021. The move to online training during 2020 meant that Catch Up was able to continue training remotely whilst schools were closed. There was no significant drop in demand experienced during the first 3 months of 2021.