

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 July 2020**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2020. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and Activities

The object of the Charity is to enhance the development and education of children under statutory school age.

The sole charitable objective is achieved through the following activities:

- the provision of nursery education for pre-school children from the age of two years and six months to school age. Forty part time places are available;
- the provision of appropriate play, educational and care facilities to meet OFSTED and Early Years Alliance standards;
- the training of staff to the appropriate levels to meet the needs of the children.

The Trustees confirm that they have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's objectives.

ACHIEVEMENT AND PERFORMANCE

Charitable Activities

The financial performance of the Charity has been adversely affected by the Coronavirus pandemic, the nursery setting was closed from the 23 March 2020 to 29 June 2020. The Trustees have considered the impact going forward and although the impact of Covid-19 continues to be uncertain the Trustees are expecting the situation to improve over the coming months.

FINANCIAL REVIEW

Reserves Policy

The Board of Trustees has reviewed the Charity's need for reserves. It was decided in the prior year that it was sensible to have a contingency fund of £30,000 to cover the cost of closing the nursery, should the need arise in the future. In addition, the Board of Trustees also decided that the Charity should hold £10,000 for potential maintenance costs. The charity has successfully built reserves to meet these levels.

FUTURE PLANS

In order to address the difficult market that nurseries face, the Board of Trustees have taken the following steps:

- Drive to increase numbers to reach full capacity at the earliest point in the academic year
- Continue with more efficient use of existing resources and maintain cost effective purchasing
- Continue with using online systems and use of email to reduce costs
- Increase fundraising activities to support the day to day nursery but also consider specific fundraisers for key purchases and extra activities
- Continue to closely monitor expenditure against budget
- Apply for relevant funding schemes or grants

It is proposed that the operations of the charity be moved under the governance of Brookhurst Primary School during the forthcoming year.

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 July 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Caterpillar Nursery (Leamington Spa) Limited is a company limited by guarantee and governed by its Memorandum and Articles of Association dated 6th April 2004. It is also registered with the Charity Commission.

Charity constitution

On the following date: Tuesday 3rd December 2019; The following Special Resolution was passed: To change the membership section of the Caterpillar Nursery (Leamington Spa) Limited Memorandum and Articles of Association as follows: 1. To change the nursery membership from members being the parents of children at Caterpillar Nursery to the membership being the Governors of Brookhurst Primary School as a Relevant Legal Entity.

Recruitment and Appointment of New Trustees

As set out in the Articles of Association, Chairperson, Treasurer, Secretary and other Executive Committee Trustees are elected annually by those parents attending the Annual General Meeting and who have children at the nursery. Trustees serve a period of one year, after which they may stand for re-election. The existing Trustees have the power to co-opt additional Trustees to fill vacancies as they become available. The new Trustees may serve for the period up to the date of the next AGM when they may be formally elected.

The Executive Committee has regard to the requirement for any specialist skills needed.

Organisational Structure

The Executive Committee, which can consist of between five and twelve members, administers the Charity. Executive Committee meetings are normally held every half term. The Nursery Manager is appointed by the Trustees to manage the day-to-day operations of the Charity.

Induction and Training of New Trustees

New Trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the Executive Committee, the decision making processes and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Wider Network

The Charity is a member of the Early Years Alliance from whom it obtains guidance on a number of issues including legal and educational guidance.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05096729 (England and Wales)

Registered Charity number

1104608

Registered office

Ullswater Avenue
Leamington Spa
Warwickshire
CV32 6NH

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 July 2020**

Trustees

C Young (resigned 3.12.19)
R C Hardiman (resigned 3.12.19)
S Oakley (resigned 3.12.19)
S M Keeping (resigned 3.12.19)
V Ford (resigned 3.12.19)
T Brittain (appointed 16.7.20)
J Cannon (appointed 3.12.19)
L A Coles (appointed 3.12.19)
A Foster (appointed 3.12.19)
E Pride (appointed 3.12.19)
S Gurney (appointed 3.12.19) (resigned 16.7.20)

Independent Examiner

D Rogers
Bernard Rogers & Co
Bank Gallery
High Street
Kenilworth
Warwickshire
CV8 1LY

Nursery Manager

J D Byrne

Approved by order of the board of trustees on 30 April 2021 and signed on its behalf by:

E Pride - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

Independent examiner's report to the trustees of Caterpillar Nursery (Leamington Spa) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

D Rogers
Bernard Rogers & Co
Bank Gallery
High Street
Kenilworth
Warwickshire
CV8 1LY

Date:

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 July 2020**

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities					
Nursery		68,802	-	68,802	93,277
Other trading activities	2	80	-	80	1,943
Total		68,882	-	68,882	95,220
EXPENDITURE ON					
Charitable activities					
Nursery		95,941	-	95,941	83,195
NET INCOME/(EXPENDITURE)		(27,059)	-	(27,059)	12,025
RECONCILIATION OF FUNDS					
Total funds brought forward		52,119	-	52,119	40,094
TOTAL FUNDS CARRIED FORWARD		25,060	-	25,060	52,119

The notes form part of these financial statements

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**BALANCE SHEET
31 July 2020**

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
CURRENT ASSETS					
Debtors	8	1,543	-	1,543	753
Cash at bank		51,787	-	51,787	52,910
		<u>53,330</u>	<u>-</u>	<u>53,330</u>	<u>53,663</u>
CREDITORS					
Amounts falling due within one year	9	(7,370)	-	(7,370)	(1,544)
		<u>45,960</u>	<u>-</u>	<u>45,960</u>	<u>52,119</u>
NET CURRENT ASSETS					
		<u>45,960</u>	<u>-</u>	<u>45,960</u>	<u>52,119</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		45,960	-	45,960	52,119
CREDITORS					
Amounts falling due after more than one year	10	(20,900)	-	(20,900)	-
		<u>25,060</u>	<u>-</u>	<u>25,060</u>	<u>52,119</u>
NET ASSETS					
		<u>25,060</u>	<u>-</u>	<u>25,060</u>	<u>52,119</u>
FUNDS					
Unrestricted funds	12			25,060	52,119
				<u>25,060</u>	<u>52,119</u>
TOTAL FUNDS					
				<u>25,060</u>	<u>52,119</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**BALANCE SHEET - continued
31 July 2020**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 30 April 2021 and were signed on its behalf by:

T Brittain - Trustee

The notes form part of these financial statements

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 July 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Short leasehold	- 20% on cost
Fixtures and fittings	- 25% on cost
Equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Going concern

The financial statements have been prepared on a going concern basis, which assumes that the company will continue to operate. If this were not the case adjustments would be required so that assets reflect their recoverable amount, so that provision is made for any further liabilities that might arise and so that fixed assets are reclassified as current assets.

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 July 2020**

2. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising events	80	1,943
	<u>80</u>	<u>1,943</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Independent examiner's fees	750	750
	<u>750</u>	<u>750</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2020 nor for the year ended 31 July 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 July 2020 nor for the year ended 31 July 2019.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2020	2019
Manager	1	1
Other staff	3	3
	<u>4</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 July 2020**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Nursery	93,277	-	93,277
Other trading activities	1,943	-	1,943
Total	95,220	-	95,220
 EXPENDITURE ON			
Charitable activities			
Nursery	83,195	-	83,195
 NET INCOME	12,025	-	12,025
 RECONCILIATION OF FUNDS			
Total funds brought forward	40,094	-	40,094
 TOTAL FUNDS CARRIED FORWARD	<u>52,119</u>	<u>-</u>	<u>52,119</u>

7. TANGIBLE FIXED ASSETS

	Short leasehold £	Fixtures and fittings £	Equipment £	Totals £
COST				
At 1 August 2019 and 31 July 2020	<u>7,649</u>	<u>21,829</u>	<u>46,844</u>	<u>76,322</u>
DEPRECIATION				
At 1 August 2019 and 31 July 2020	<u>7,649</u>	<u>21,829</u>	<u>46,844</u>	<u>76,322</u>
NET BOOK VALUE				
At 31 July 2020	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 July 2019	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**CATERPILLAR NURSERY (LEAMINGTON SPA)
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**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 July 2020**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Other debtors	1,543	-
Prepayments	-	753
	<u>1,543</u>	<u>753</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Accruals and deferred income	7,370	1,544
	<u>7,370</u>	<u>1,544</u>

10. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2020	2019
	£	£
Bank loans (see note 11)	20,900	-
	<u>20,900</u>	<u>-</u>

11. LOANS

An analysis of the maturity of loans is given below:

	2020	2019
	£	£
Amounts falling between one and two years:		
Bank loans - 1-2 years	3,974	-
Amounts falling due between two and five years:		
Bank loans - 2-5 years	12,535	-
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more 5 yr by instal	4,391	-

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 July 2020**

12. MOVEMENT IN FUNDS

	At 1.8.19 £	Net movement in funds £	At 31.7.20 £
Unrestricted funds			
General fund	52,119	(27,059)	25,060
TOTAL FUNDS	<u>52,119</u>	<u>(27,059)</u>	<u>25,060</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	68,882	(95,941)	(27,059)
TOTAL FUNDS	<u>68,882</u>	<u>(95,941)</u>	<u>(27,059)</u>

Comparatives for movement in funds

	At 1.8.18 £	Net movement in funds £	At 31.7.19 £
Unrestricted funds			
General fund	40,094	12,025	52,119
TOTAL FUNDS	<u>40,094</u>	<u>12,025</u>	<u>52,119</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	95,220	(83,195)	12,025
TOTAL FUNDS	<u>95,220</u>	<u>(83,195)</u>	<u>12,025</u>

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 July 2020**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.18 £	Net movement in funds £	At 31.7.20 £
Unrestricted funds			
General fund	40,094	(15,034)	25,060
TOTAL FUNDS	<u>40,094</u>	<u>(15,034)</u>	<u>25,060</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	164,102	(179,136)	(15,034)
TOTAL FUNDS	<u>164,102</u>	<u>(179,136)</u>	<u>(15,034)</u>

13. CAPITAL COMMITMENTS

During the year the charity completed repairs on the roof of the premises which were expected to cost in the region of £44,000. £13,000 of the cost has been included in these accounts, £8,000 of which had been paid by the year end date and a further £5,000 accrued. Since the year end date a £15,000 grant has been received Warwickshire County Council towards the remaining cost leaving the balance of £16,000 outstanding which is currently in dispute.

14. RELATED PARTY DISCLOSURES

The Trustees, where applicable, pay fees in respect of their children on the same basis as other parents.

**CATERPILLAR NURSERY (LEAMINGTON SPA)
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 July 2020**

	2020 £	2019 £
INCOME AND ENDOWMENTS		
Other trading activities		
Fundraising events	80	1,943
Charitable activities		
Parental fees	20,072	34,670
Grants	48,730	58,607
	<u>68,802</u>	<u>93,277</u>
Total incoming resources	68,882	95,220
EXPENDITURE		
Charitable activities		
Salaries	60,256	61,639
Social security	698	815
Other staffing costs	996	653
	<u>61,950</u>	<u>63,107</u>
Support costs		
Management		
Premises costs	27,581	11,809
Administrative costs	5,056	6,725
	<u>32,637</u>	<u>18,534</u>
Governance costs		
Accountancy and legal fees	1,354	1,554
	<u>95,941</u>	<u>83,195</u>
Total resources expended	95,941	83,195
Net (expenditure)/income	<u>(27,059)</u>	<u>12,025</u>

Julie

This page does not form part of the statutory financial statements