

CATERPILLARS PRE-SCHOOL (ESSEX)

England & Wales · Charity number 1137958

Details

Status	Registered
Legal form	Charitable company
Company number	07287209
Registered	2010-09-10
Register	View on the Charity Commission register

Contact

Address	Caterpillars Preschool Mandeville Road Marks Tey Colchester CO6 1HL
Phone	07981169883
Email	manager@caterpillarspreschool.org
Website	www.caterpillarspreschool.org

Activities

Objects: TO ENHANCE THE DEVELOPMENT AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY GROUPS AND BY: A OFFERING APPROPRIATE PLAY, EDUCATION AND CARE FACILITIES, FAMILY LEARNING AND EXTENDED HOURS GROUPS, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY; B ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREAS; C INSTIGATING AND ADHERING TO AND FURTHER THE AIMS AND OBJECTS OF THE PRE-SCHOOL LEARNING ALLIANCE.

Activities: The principal activity of the charity is the development and education of children primarily under statutory school age.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£186,933	£186,637	-	-
2024-08-31	£144,954	£161,597	-	-
2023-08-31	£135,277	£158,995	-	-
2022-08-31	£123,353	£128,267	-	-
2021-08-31	£119,421	£115,044	-	-
2020-08-31	£107,232	£109,186	-	-

Trustees

Name	Role	Appointed
Amber Pullen	Chair	2022-01-19
Ria Hennessy		2023-11-14
Sarah Lawrence		2022-03-03

Accounts



Trustees' Annual Report for the Period

From : 1st September 2024 Period Start Date To : 31st August 2025 Period End Date

Charity Name: Caterpillars Preschool

Charity Registration Number: 1137958

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of both Caterpillars Pre-schools is to enhance the development and education of children under statutory school age by encouraging and supporting parents to understand the needs of their children and provide for the children by :- • Offering appropriate play, education and care facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that they offer opportunities for all children whatever their race, culture, religion, means or ability; • Encouraging the study of the needs of such children and their families and promoting public interest in the recognition of such needs; • Instigating, adhering to and furthering the aims and objects of the Early Years Foundation Stage.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Ofsted inspections in January 2020 for the Marks Tey setting when based at St Andrews Church Hall and in June 2022 for the Birch Setting, remain the most recent inspections. At these times, both settings achieved a 3rd consecutive Outstanding rating. All Caterpillars staff remain incredibly committed, hardworking and innovative to reflect and maintain these high standards and strive to continual improve on these achievements. The full OFSTED reports are available to view on our website (Marks Tey Report – EY422628 & Birch - EY422633). These independent reports continue to demonstrate how our core activities continue to meet our main objectives as detailed above. Staff work extremely hard to ensure that they keep the key comments from the reports at the forefront when planning activities for the year. The key comments from the reports are detailed below; Marks Tey • Children who learn best from being outdoors are able to do so. • Staff observe children as they play and engage them in exciting and purposeful play. Children's individual needs are at the heart of everything staff do. Children respond positively to the high expectations of staff and make rapid progress in all the pre-school management team monitors the quality of the provision exceptionally

		well. They are highly effective in driving improvement. Staff are extremely motivated, enthusiastic and demonstrate a strong commitment towards maintaining excellence in all areas. • Staff provide a superb range of activities, both indoors and outside, that promotes all areas of learning. They give thorough attention to planning for outdoors. • Children's language and communication skills are given high priority. Staff skilfully talk with children and challenge their thinking. They engage children in conversation, actively listen to what children have to say and skilfully extend and develop their vocabulary. • Children feel extremely safe in this exceptionally warm and welcoming pre-school. They develop incredibly secure emotional attachments to their key person and other staff. • Partnerships with parents are extremely friendly and trusting. Parents are actively encouraged to remain involved in their child's learning, both in the pre-school setting and at home. The key-person system is implemented exceptionally well, to help ensure that each child's individual care and learning needs are precisely met. Birch • The quality of education is outstanding. The manager and her team of practitioners are highly ambitious and passionate about what they do. They recognise the importance of the role they play in children succeeding and having the best possible start in the early years. Practitioners are outstanding role models. Their morale is exceptionally high, and their well-being is a priority for the manager. They attend extensive professional development and training, reflecting on their practice and the impact it has on children's learning outcomes. Children are making excellent progress and, in some cases, they are exceeding in their learning and development. Children are very well prepared for the next stages of their education. • Books and stories are brought to life by imaginative practitioners. Children are exposed to extensive new vocabulary, such as 'consistency, discovery', and 'hydration'. Practitioners encourage them to ask questions and share their own ideas. Children eagerly make contributions, and these are valued by attentive practitioners. • Children are exposed to a language-rich environment, giving them an excellent start with their communication skills. Children vote to make decisions as a group and their voices, thoughts and feelings are heard. Practitioners use imaginative ways to support this. They encourage children to line up for the choice they have made, stand up or sit down. • Practitioners use number language in everyday opportunities, supporting an introduction to early mathematics. Children count confidently up to 10 and beyond. Children use writing and experiment with mark making in their play. Practitioners write messages on notes and invite children to share these and write back with messages. • Children show consistent interest and engagement in exciting and creative experiences. They explore the creation station and extend
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		this into imaginative role play. The children dress up in school uniforms and pretend they are going to their new school. Children say, 'I am going to school' as they pack rucksacks and jump on the pretend play bus to travel to school. These unique opportunities support children to prepare for school. Children with special educational needs and/or disabilities thrive in the inclusive environment and they achieve the best possible outcomes. Partnership working is outstanding. Parents praise the practitioners and have the highest regard for their caring and nurturing relationships with children. They say practitioners are kind, approachable and helpful. The key person and manager carry out home visits to support children settling and have completed home visits since the COVID-19 pandemic to swiftly identify any learning needs. Parents share that their children thrive and grow at the pre-school. They are complimentary about how much progress they can see at home from the learning that takes place at pre-school. All of these statements remain key drivers at both Caterpillars settings and are at the forefront of the planning and development of activities for the children attending the Preschools.
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Both in the planning of activities and decision making at our committee meetings Caterpillars have full regard to the Charities Commission's Guidance on public benefit.
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Additional Information (Optional)

You may choose to include further statements where relevant about:

Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers and Others	Para 1.38	Caterpillars relies on a strong and committed committee of volunteers that help support the running of the Pre-schools both through the management committee and the organisation of fundraising events. The contribution of volunteers during this reporting period both on the committee as well as helping develop new fundraising activities continued to be invaluable. Caterpillars could not continue to succeed without the support of the committee members working tirelessly to ensure they provide the support both the staff and families of the children who attend the Pre-schools require.

Achievements and Performance

Summary of the main achievements the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Marks Tey At the start of this financial period, Caterpillars Marks Tey moved to a new permanent home in the grounds of St Andrews School (EY 2805792). This has been an extremely positive move as it means the setting is no longer a pack away preschool. Having permanent premises has seen huge benefits which has had a positive impact on what can be delivered as staff have more time to develop and expand the activities and resources available to the children. The new setting also provides access to a greater outdoor space which along with the forest school area, there is also access to the school playground and access to the school playing fields. The new premises has brought with it a different way of working with the staff now split across 2 rooms instead of all in the same space. The year started with the plan to have the rooms split by age, but as there was greater demand for places for older children the rooms were adapted to mixed aged rooms from the October half term. Birch The majority of the children settled quickly Those that required additional Support with speech & language used the Early Talk Boost programme alongside Speech club. All children that were put on to these programmes made progress upon completion. Caterpillars Birch continues to participate with the Colchester Communication Hub which is a professional forum that discusses difficulties and challenges that settings currently face and share best practice. The team rotate their attendance and then feedback at staff meetings. The annual sports day and picnic was a great success again with some very moving gifts created by the parents of the children who were due to move on to Primary school. Both settings remain grateful to the families that continue to support the payment of the consumables fee as this enable Caterpillars to expand the curriculum available to the children and include special activities to make various festivals as well as running the new stay & play Mothers & Fathers days tea parties.
		The lack of internet access at Birch continues to create one of the biggest challenges both for the delivery of this programme as well as other areas. <u>Training</u> All Staff continued to keep their knowledge up to date by regularly attending cluster meetings for SEND and safeguarding briefings. Birch have also been attending TPP training.

		To support the maternity cover at Marks Tey another member of staff successfully completed their SENCO training which has proved invaluable. Transition Arrangements The summer term saw the start of the transition process for the children going to school although it proved difficult to get to meet with all the teachers in the primary schools due to time restriction. Children leaving Caterpillars Marks Tey to move in St Andrews School were able to benefit from being on site and having more frequent contact with the reception teachers. The transitions to school plans went smoothly at Birch. Teachers from some of the schools came to visit their new pupils at the setting & the Manager met with the teachers for those who couldn't. <u>Fundraising events & purchases</u> As a charitable run pre-school, fundraising remains a very crucial means of raising additional income to pay for resources for children. A Christmas party was held for a 2nd year and it proved again to be both an enjoyable morning for the children and their families, but also raised over £500. This along with a quiz held in June provided a much need boost to enable the purchase of new resources in preparation for the move to St Andrews school as well as new resources for Birch. Parents from Birch also gifted the setting £300 towards resources. Being able to purchase resources throughout the year to support children's learning is invaluable. On top of this, a separate donation was received which enabled the purchase of a set of Monkey bars. <u>Priorities for improvement to the settings:</u> Following the move to St Andrews school, there are a number of items of equipment and storage that are required for the Marks Tey setting now it is no longer a pack away preschool. Having been offered a donation from the local parish council, Caterpillars worked jointly with Birch school and agreed a programme of works to replace the canopy roof over the outside play area. Works were also undertaken to ensure the fabric of the building remained water tight to extend its longevity. Obtaining internet access at Birch remains a priority.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Wages and accommodation and training costs remain the biggest area of expense for Caterpillars. Whilst the numbers at both settings remain strong, once again, the low levels of funding alongside continued high minimum wage rises has further increased the financial pressures. With over 90% of children now fully funded. These costs, along with the other financial impacts outlined above resulted in an overall drop in capital of £16,257 in this reporting period. Birch Community (current account – fundraising) - £476.91 Marks Tey Community (Main - current account) - £294.21 Birch Deposit account (Reserve for both settings) – £28,760.71 Marks Tey Deposit account (Savings for both settings) - £3,866.86 Total across all accounts as at 31st August 2023 – £36,662.60 This is a reduction of £3,263.93 (down from £33,662.60) in terms of capital from the end of August 2024 however, Caterpillars did return a small profit at the end of this financial period of £296. This is the first profit returned since 2020-21 financial year.
Review of the charity's financial position at the end of the period	Para 1.21	The committee will continue to work hard along with the Preschool Administrator and Managers to try and continue to stabilise Caterpillars financial position to ensure both preschool's remain financially viable. Caterpillars remains a strong brand with waiting lists at both settings. This along with the dedicated staff and good support from Parents and Carers helps ensure its ongoing viability. The support of parents is clearly demonstrated in the well attended events that raise much needed funds for new resources and projects at the two settings.

Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds reserves in a separate account as a contingency towards redundancy and other liabilities in the event of closure or to cover unexpected expenditure in any given year.
Amount of reserves held	Para 1.22	Reserves as at 31/8/2024 - £28,760.71
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The majority of income comes from government funded places, with a smaller percentage from fees (non-funded hours & consumables) as well as uniform sales.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A

A description of the principal risks facing the charity	Para 1.46	The biggest risk to the charity is the Governments funding rates failing to keep up with the increasing costs facing the charity in terms of wages and other staff costs such as pensions and national insurance contributions
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Structure, Governance and Management

Description of Charity's Trusts		
Type of Governing Document: for example ; trust deed, memorandum and articles of	Para 1.25	Articles and Memorandum of Association

association etc		
How is the Charity Constituted? for example limited company, unincorporated association, CIO	Para 1.25	The charity is registered as a limited company with effect from 1 st November 2010

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at the Annual General Meeting. The charity is committed to engaging a diverse committee of trustees which reflects the society in which we operate.
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a policy and procedures for the induction of Trustees and Volunteers.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative Details

Charity name	Caterpillars Pre-school
Other name the charity uses	
Registered charity number	1137958
Charity's principal address	Caterpillars Pre-school, Mandeville Road, Marks Tey, Colchester, Essex, CO6 1HL

Names of the Charity Trustee Who Manage the Charity

Trustee Name	Office (if any)	<i>Dates acted if not all year</i>	Name of person (or body) entitled to appoint trustee (if any)
Amber Pullen	Chair		Vote of members at annual AGM
Ria Hennessy	Treasurer		Vote of members at annual AGM
Sarah Lawrence	Secretary		Vote of members at annual AGM

Corporate Trustees – Names of the Directors at the Date the Report was Approved

Director name	
Amber Pullen	Chairperson
Ria Hennessy (appointed Nov 2023)	Treasurer
Sarah Lawrence	Secretary

Name of Trustees Holding Title to Property Belonging to the Charity

Trustee name	Dates acted if not for whole year
N/A	

Funds Held as Custodian Trustees on Behalf of Others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional Information (optional)**Names and Addresses of Advisers (optional information)****Type of Adviser Name Address**

Accountants	Axis Accounting	Colchester Business Park, 1 George Williams Way, Colchester, Essex, CO1 2JS
Banker	HSBC	26 High Street, Colchester, Essex, CO1 1DQ

Name(s) of Chief Executive or Names of Senior Staff Members (optional information)

Chrystal Clark – Pre-school Manager - Birch
Becky Barber – Pre-school Manager – Marks Tey

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The Trustees declare that they have approved the Annual Trustees' Report (including Directors' report) above.

Signed on behalf of the charity's Trustees/Directors

Signature(s)		
Full name(s)	Sarah Lawrence	Amber Pullen
Position (for example Chair, Treasure, Secretary etc)	Secretary	Chair, Management Committee
Date	1 st June 2026	1 st June 2026

**CATERPILLARS PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2025**



Axis Accounting & Bookkeeping Ltd
Colchester Business Centre
1 George Williams Way
Colchester
CO1 2JS

Caterpillars Pre-School Contents

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Company Information

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Income and Expenditure Account

2

Balance Sheet

3

The following pages do not form part of the statutory accounts:

Detailed Income and Expenditure Account

4—5

**Caterpillars Pre-School
Company Information
For The Year Ended 31 August 2025**

Directors	Ms Amber Pullen Ms Ria Hennessy
Secretary	Mrs Sarah Lawrence
Company Number	07287209
Registered Office	Mandeville Road Marks Tey Essex CO6 1HL
Business	Mandeville Road Marks Tey Essex CO6 1HL
Accountants	Axis Accounting & Bookkeeping Ltd Colchester Business Centre 1 George Williams Way Colchester CO1 2JS

**Caterpillars Pre-School
Income and Expenditure Account
For The Year Ended 31 August 2025**

	2025	2024
	£	£
TURNOVER		
Other income	186,294	144,954
Cost of raw materials and consumables	639	772
Staff costs	(9,814)	(10,024)
Other charges	(159,254)	(139,875)
	(17,569)	(12,470)
NET SURPLUS/(DEFICIT)	296	(16,643)

**Caterpillars Pre-School
Balance Sheet
As At 31 August 2025**

	2025	2024
	£	£
Current assets		
Creditors: Amounts Falling Due Within One Year	33,459	34,707
	(4,195)	(5,739)
NET CURRENT ASSETS	<u>29,264</u>	<u>28,968</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>29,264</u>	<u>28,968</u>
Accruals and deferred income	(240)	(240)
NET ASSETS	<u>29,024</u>	<u>28,728</u>
RESERVES	<u>29,024</u>	<u>28,728</u>

Notes

1. General Information

Caterpillars Pre-School is a private company, limited by guarantee, incorporated in England & Wales, registered number 07287209. The registered office is Mandeville Road, Marks Tey, Essex, CO6 1HL.

2. Average Number of Employees

Average number of employees, including directors, during the year was: 11 (2024: 12)

3. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

For the year ending 31 August 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

alpuller

11.11.25.

Date

**Caterpillars Pre-School
Detailed Income and Expenditure Account
For The Year Ended 31 August 2025**

	2025		2024	
	£	£	£	£
TURNOVER				
Fees	16,398		24,410	
Funding	148,412		110,740	
Donations	6,349		183	
Fundraising	2,124		1,663	
Milk reimbursement	696		629	
Uniform and book bags	1,094		835	
Daily consumables	11,221		6,494	
		186,294		144,954
OTHER INCOME				
Other operating income	-		60	
Interest receivable and similar income	639		712	
		639		772
		186,933		145,726
COST OF RAW MATERIALS AND CONSUMABLES				
Milk costs	627		703	
Resources	4,062		1,939	
Uniform and book bag costs	812		1,014	
Snacks	1,822		1,336	
General expenses	1,433		2,402	
Fundraising expenses	659		259	
Marks Tey move	399		2,371	
		(9,814)		(10,024)
STAFF COSTS				
Wages and salaries	154,822		136,948	
Employers NI	1,609		-	
Employers pensions - defined contributions scheme	1,915		2,426	
Staff training	728		501	
Staff expenses	180		-	
		(159,254)		(139,875)
OTHER CHARGES				
<i>Premises expenses:</i>				
Rent	6,274		6,744	
Repairs and maintenance	4,574		-	
Cleaning	360		377	
	11,208		7,121	
<i>General administration costs:</i>				
Computer software, consumables and maintenance	-		4	
Insurance	1,350		1,732	
Printing, postage and stationery	1,152		859	
Advertising, marketing and website costs	1,583		26	
Telecommunications and data costs	662		560	
Accountancy fees	274		748	

...CONTINUED

Caterpillars Pre-School
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 August 2025

Subscriptions	992		928	
Entertaining	220		363	
Sundry expenses	1		1	
	<u>6,234</u>		<u>5,221</u>	
<i>Interest payable and similar charges:</i>				
Bank charges	127		128	
		(17,569)		(12,470)
NET SURPLUS/(DEFICIT)		<u>296</u>		<u>(16,643)</u>



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

CATERPILLARS PRE SCHOOL (ESSEX) LIMITED

**On accounts for the year
ended**

31/8/2025

**Charity no
(if any)**

1137958

Set out on pages

1-5

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

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

9/10/2025

Name:

KAREN BARTLETT

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

ICAEW

Address:

COLCHESTER BUSINESS CENTRE

1 GEORGE WILLIAMS WAY

COLCHESTER, CO1 2JS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts



Trustees' Annual Report for the period

From : 1st September 2023 Period start date To : 31st August 2024 Period end date

Charity name: Caterpillars Preschool

Charity registration number: 1137958

Objectives and Activities

	SORP reference	
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Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Ofsted inspections in January 2020 for the Marks Tey setting and in June 2022 for the Birch Setting, remain the most recent inspections. At these times, both settings achieved a 3rd consecutive Outstanding rating. All Caterpillars staff remain incredibly committed, hardworking and innovative to reflect and maintain these high standards and strive to continual improve on these achievements. The full OFSTED reports are available to view on our website (Marks Tey Report – EY422628 & Birch - EY422633). These independent reports continue to demonstrate how our core activities continue to meet our main objectives as detailed above. Staff work extremely hard to ensure that they keep the key comments from the reports at the forefront when planning activities for the year. The key comments from the reports are detailed below; Marks Tey • Children who learn best from being outdoors are able to do so. • Staff observe children as they play and engage them in exciting and purposeful play. Children's individual needs are at the heart of everything staff do. Children respond positively to the high expectations of staff and make rapid progress in all the pre-school management team monitors the quality of the provision exceptionally well. They are highly effective in driving

		improvement. Staff are extremely motivated, enthusiastic and demonstrate a strong commitment towards maintaining excellence in all areas. • Staff provide a superb range of activities, both indoors and outside, that promotes all areas of learning. They give thorough attention to planning for outdoors. • Children's language and communication skills are given high priority. Staff skilfully talk with children and challenge their thinking. They engage children in conversation, actively listen to what children have to say and skilfully extend and develop their vocabulary. • Children feel extremely safe in this exceptionally warm and welcoming pre-school. They develop incredibly secure emotional attachments to their key person and other staff. • Partnerships with parents are extremely friendly and trusting. Parents are actively encouraged to remain involved in their child's learning, both in the pre-school setting and at home. The key-person system is implemented exceptionally well, to help ensure that each child's individual care and learning needs are precisely met. Birch • The quality of education is outstanding. The manager and her team of practitioners are highly ambitious and passionate about what they do. They recognise the importance of the role they play in children succeeding and having the best possible start in the early years. Practitioners are outstanding role models. Their morale is exceptionally high, and their well-being is a priority for the manager. They attend extensive professional development and training, reflecting on their practice and the impact it has on children's learning outcomes. Children are making excellent progress and, in some cases, they are exceeding in their learning and development. Children are very well prepared for the next stages of their education. • Books and stories are brought to life by imaginative practitioners. Children are exposed to extensive new vocabulary, such as 'consistency, discovery', and 'hydration'. Practitioners encourage them to ask questions and share their own ideas. Children eagerly make contributions, and these are valued by attentive practitioners. • Children are exposed to a language-rich environment, giving them an excellent start with their communication skills. Children vote to make decisions as a group and their voices, thoughts and feelings are heard. Practitioners use imaginative ways to support this. They encourage children to line up for the choice they have made, stand up or sit down. • Practitioners use number language in everyday opportunities, supporting an introduction to early mathematics. Children count confidently up to 10 and beyond. Children use writing and experiment with mark making in their play. Practitioners write messages on notes and invite children to share these and write back with messages.
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		- Children show consistent interest and engagement in exciting and creative experiences. They explore the creation station and extend this into imaginative role play. The children dress up in school uniforms and pretend they are going to their new school. Children say, 'I am going to school' as they pack rucksacks and jump on the pretend play bus to travel to school. These unique opportunities support children to prepare for school. Children with special educational needs and/or disabilities thrive in the inclusive environment and they achieve the best possible outcomes. - Partnership working is outstanding. Parents praise the practitioners and have the highest regard for their caring and nurturing relationships with children. They say practitioners are kind, approachable and helpful. The key person and manager carry out home visits to support children settling and have completed home visits since the COVID-19 pandemic to swiftly identify any learning needs. Parents share that their children thrive and grow at the pre-school. They are complimentary about how much progress they can see at home from the learning that takes place at pre-school. All of these statements remain key drivers at both Caterpillars settings and are at the forefront of the planning and development of activities for the children attending the Preschools.
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2

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Both in the planning of activities and decision making at our committee meetings Caterpillars have full regard to the Charities Commission's Guidance on public benefit.
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Additional Information (Optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related	Para 1.38	N/A

investment		
Contribution made by volunteers and Others	Para 1.38	Caterpillars has always relied on a strong and committed committee of volunteers who help support the running of the Pre-schools through both the management committee and the organisation of fundraising events. The contribution of volunteers during this financial year to support both the committee and to develop new fundraising activities was invaluable. The Pre-schools themselves would not continue to succeed without the support of the volunteer committee members who work tirelessly with the staff to ensure they provide the support both the staff and families of the children who attend the Pre-schools require.

Achievements and performance

Summary of the main achievements the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Marks Tey It was a positive start to the academic year with a strong register of children both returning to us and new starters. To support these numbers and help cover maternity leave another Early Years practitioner was recruited in February 2024. In February, we were approached by St Andrews Primary school to say they were know in a better position to progress discussions for us to move to a building on the school from September 2024. Work them progressed at an accelerated rate over the summer to ensure the building was suitable for our use. This required a huge effort from several committee members. Without their help, it would not have been possible to complete all the decoration and internal adaptations in time. Extra settling in sessions were arranged for new children joining in September to enable them to come and visit the new setting prior to them starting with us. In July we spent a week after the children left, moving our equipment to the new setting with help from parents, partners and everyone at Caterpillars, whose help was greatly appreciated. Birch The majority of the children settled quickly, some required additional support with varied needs. As for the previous couple of years since COVID, there has been an increase in the levels of additional support the children have needed. Delivery of this support is being provided by staff attendance at training events and working with parents and outside agencies. . We have continued to support children with speech and language difficulties using the Early Talk Boost and Speech Club programmes. All children placed on to the programme made progress upon completion. Those that made the greatest progress attended all sessions that were available.
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		The lack of internet access at Birch continues to create one of the biggest challenges both for the delivery of this programme as well as other areas. <u>Training</u> In January 2024, All staff completed their Level 2 safeguarding (Managers Level 3). 2 members of Staff at Birch have continued to attend training on Trauma Perceptive Practice (TPP) an approach developed by ECC to understand behaviour and supporting emotional well-being. This programme was commenced during 2022-23 and the staff have continued to attend further training modules as well as commence deliver of this training to other members of the team. All staff completed their L2 Food Hygiene certificates in July 2024 ready for the start of the new academic year. To cover a period of Maternity leave, another member of staff successfully undertook their SENCO training and achieved the Level 3 certification. <u>Transition Arrangements</u> Transition to school plans were put in place in the summer term across both settings. Teachers from the majority of schools the children were due to attend came to visit their new pupils at Caterpillars. The Birch team also offered their services to visit the schools but with the exception of Birch School, no other schools took up on this offer. <u>Fundraising events & purchases</u> As a charitable run pre-school, fundraising remains a very crucial means of raising additional income to pay for resources for children. A children’s Christmas party was held in November 2023 and the Quiz Night in June 2024 were the 2 main events held in this financial year. Both events where a huge success The Christmas party raised £574 and the Quiz night an amazing £824.10 All of the monies from the two fundraising events provided a much need boost to enable the purchase of new resources in preparation for the move to St Andrews school as well as new resources for Birch.
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		<u>Priorities for improvement to the settings:</u> Following the move to St Andrews school, there are a number of items of equipment and storage that are required for the Marks Tey setting now it is no longer a pack away preschool. For Birch, obtaining internet access and improving some of the storage units are the main priorities.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Wages and training remain the biggest area of expense for Caterpillars. Whilst the numbers at both settings remain strong, again, the low levels of funding alongside high minimum wage rises and the expansion of funded childcare hours has just increased this pressure further with over 80% of children now fully funded. These costs, along with the other financial impacts outlined above resulted in an overall drop in capital of £16,257 in this reporting period. Birch Community (current account – fundraising) - £1,263.82 Marks Tey Community (Main - current account) - £173.67 Birch Deposit account (Reserve for both settings)- £34,129.04 Marks Tey Deposit account (Savings for both settings) - £1,096.07 Total across all accounts as at 31st August 2023 – £36,662.60 This is a reduction of £16,257.53 (down from £52,920.13) in terms of capital from the end of August 2022 which almost mirror the deficit experienced at the end of this financial year.
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Review of the charity's financial position at the end of the period	Para 1.21	The total income across all accounts as at 31st August 2023 was £52920.13 The committee are working hard with the Preschool Administrator and Managers to address the reduction in capital to ensure that the preschool's remain financially viable. Despite the ongoing financial challenges, Caterpillars remains a strong brand with substantial waiting lists at both settings. This along with the dedicated staff and good support from Parents and Carers helps ensure its ongoing viability. The support of parents is clearly demonstrated in the well attended events that raise much needed funds for new resources and projects at the two settings.
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6

Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds three months running costs in a separate account as a contingency for redundancy and other liabilities in the event of closure. The amount held in reserve has been increased slightly this year to reflect the increasing costs.
Amount of reserves held	Para 1.22	Reserves as at 31/8/2023 - £34,129.04
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The majority of income comes from government funded places, with a smaller percentage from fees (non-funded hours & consumables) as well as uniform sales.
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Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
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A description of the principal risks facing the charity	Para 1.46	The biggest risk to the charity is the Governments funding rates failing to keep up with the increasing costs facing the charity in terms of wages and other staff costs such as pensions and national insurance contributions
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Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed , memorandum and articles of association etc	Para 1.25	Articles and Memorandum of Association
How is the charity constituted?	Para 1.25	The charity is registered as a limited company with effect from 1 st November 2010

7

for example limited company, unincorporated association, CIO		
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at the Annual General Meeting. The charity is committed to engaging a diverse committee of trustees which reflects the society in which we operate.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a policy and procedures for the induction of Trustees and Volunteers.
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The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and administrative details

Charity name	Caterpillars Pre-school
Other name the charity uses	
Registered charity number	1137958
Charity's principal address	Caterpillars Pre-school, Mandeville Road, Marks Tey, Colchester, Essex, CO6 1HL

Names of the charity trustee who manage the Charity

Trustee Name	Office (if any)	<i>Dates acted if not all year</i>	Name of person (or body) entitled to appoint trustee (if any)
Amber Pullen	Chair		Vote of members at annual AGM
Ria Hennessy	Treasurer		Vote of members at annual AGM
Sarah Lawrence	Secretary		Vote of members at annual AGM

Corporate trustees – names of the directors at the date the report was approved

Director name	
Amber Pullen	Chairperson
Ria Hennessy (appointed Nov 2023)	Treasurer
Sarah Lawrence	Secretary

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser Name Address

Accountants	Axis Accounting	Colchester Business Park, 1 George Williams Way, Colchester, Essex, CO1 2JS
Banker	HSBC	26 High Street, Colchester, Essex, CO1 1DQ

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

Becky Barber – Pre-school Manager - Marks Tey
Chrystal Clark – Pre-school Manager - Birch

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The company has taken advantage of the small companies’ exemption in preparing the report above.

The trustees declare that they have approved the trustees’ report (including directors’ report) above.

Signed on behalf of the charity’s Trustees/Directors

Signature(s)		
Full name(s)	Sarah Lawrence	Amber Pullen
Position (for example Secretary, Chair, etc)	Pre-school Administrator & Secretary	Chair, Management Committee

Date

7th May 2025

Registered number: 07287209

**CATERPILLARS PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024**



Axis Accounting & Bookkeeping Ltd
Colchester Business Centre
1 George Williams Way
Colchester
CO1 2JS

Caterpillars Pre-School Contents

	Page
Company Information	1
Income and Expenditure Account	2
Balance Sheet	3
The following pages do not form part of the statutory accounts:	
Detailed Income and Expenditure Account	4—5

**Caterpillars Pre-School
Company Information
For The Year Ended 31 August 2024**

Directors	Ms Amber Pullen Alex Brenig-Jones Ms Ria Hennessy
Secretary	Mrs Sarah Lawrence
Company Number	07287209
Registered Office	St Andrew s C of E Primary School Mandeville Road, Marks Tey Colchester Essex CO6 1HL
Accountants	Axis Accounting & Bookkeeping Ltd Colchester Business Centre 1 George Williams Way Colchester CO1 2JS

**Caterpillars Pre-School
Income and Expenditure Account
For The Year Ended 31 August 2024**

	2024	2023
	£	£
TURNOVER	144,954	134,794
Other income	772	483
Cost of raw materials and consumables	(10,024)	(6,512)
Staff costs	(139,875)	(140,809)
Other charges	(12,470)	(11,674)
NET DEFICIT	<u>(16,643)</u>	<u>(23,718)</u>

**Caterpillars Pre-School
Balance Sheet
As At 31 August 2024**

	2024 £	2023 £
Current assets	34,707	46,845
Creditors: Amounts Falling Due Within One Year	(5,739)	(958)
NET CURRENT ASSETS	<u>28,968</u>	<u>45,887</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>28,968</u>	<u>45,887</u>
Accruals and deferred income	(240)	(516)
NET ASSETS	<u><u>28,728</u></u>	<u><u>45,371</u></u>
RESERVES	<u><u>28,728</u></u>	<u><u>45,371</u></u>

Notes

1. General Information

Caterpillars Pre-School is a private company, limited by guarantee, incorporated in England & Wales, registered number 07287209. The registered office is St Andrew s C of E Primary School, Mandeville Road, Marks Tey, Colchester, Essex, CO6 1HL.

2. Average Number of Employees

Average number of employees, including directors, during the year was: 12 (2023: 10)

3. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

For the year ending 31 August 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

alrpuhen

Date 12th November 2024.

**Caterpillars Pre-School
Detailed Income and Expenditure Account
For The Year Ended 31 August 2024**

	2024		2023	
	£	£	£	£
TURNOVER				
Fees	24,410		18,549	
Funding	110,740		111,413	
Donations	183		550	
Fundraising	1,663		1,003	
Snack charge	2,932		2,098	
Milk reimbursement	629		582	
Uniform and book bags	835		599	
Daily consumables	3,562		-	
		144,954		134,794
OTHER INCOME				
Other operating income	60		88	
Interest receivable and similar income	712		395	
		772		483
		145,726		135,277
COST OF RAW MATERIALS AND CONSUMABLES				
Milk costs	703		628	
Resources	1,939		1,888	
Uniform and book bag costs	1,014		429	
Snacks	1,336		925	
General expenses	2,402		2,623	
Trip expenses	-		19	
Fundraising expenses	259		-	
Marks Tey move	2,371		-	
		(10,024)		(6,512)
STAFF COSTS				
<i>Cost of sales:</i>				
Wages and salaries	136,948		137,100	
<i>Administration:</i>				
Employers pensions - defined contributions scheme	2,426		2,761	
Staff training	501		948	
	2,927		3,709	
		(139,875)		(140,809)
OTHER CHARGES				
<i>Premises expenses:</i>				
Rent	6,744		6,498	
Cleaning	377		155	
	7,121		6,653	
<i>General administration costs:</i>				
Computer softw are, consumables and maintenance	4		15	
Insurance	1,732		814	
Printing, postage and stationery	859		701	
Advertising and marketing costs	26		201	
Telecommunications and data costs	560		666	
Accountancy fees	748		1,189	
Legal fees	-		102	

...CONTINUED

Caterpillars Pre-School
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 August 2024

Subscriptions	928	827	
Entertaining	363	382	
Sundry expenses	1	(1)	
	<u>5,221</u>	<u>4,896</u>	
<i>Interest payable and similar charges:</i>			
Bank charges	128	125	
		(12,470)	(11,674)
NET DEFICIT		<u>(16,643)</u>	<u>(23,718)</u>



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

CATERPILLARS PRE SCHOOL (ESSEX) LIMITED

**On accounts for the year
ended**

31/8/2024

**Charity no
(if any)**

1137958

Set out on pages

1-5

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

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

6/11/2024

Name:

KAREN BARTLETT

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

ICAEW

Address:

COLCHESTER BUSINESS CENTRE

1 GEORGE WILLIAMS WAY

COLCHESTER, CO1 2JS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts



Trustees' Annual Report for the period

From : 1st September 2022 Period start date To : 31st August 2023 Period end date

Charity name: Caterpillars Preschool

Charity registration number: 1137958

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of both Caterpillars Pre-schools is to enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by:- • Offering appropriate play, education and care facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that they offer opportunities for all children whatever their race, culture, religion, means or ability; • Encouraging the study of the needs of such children and their families and promoting public interest in the recognition of such needs; • Instigating, adhering to and furthering the aims and objects of the Early Years Alliance.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Ofsted inspections in January 2020 for the Marks Tey setting and in June 2022 for the Birch Setting, remain the most recent inspections. At these times, both settings achieved a 3rd consecutive Outstanding rating. All Caterpillars staff remain incredibly committed, hardworking and innovative to reflect and maintain these high standards and strive to continual improve on these achievements. The full OFSTED reports are available to view on our website (Marks Tey Report – EY422628 & Birch - EY422633). These independent reports continue to demonstrate how our core activities continue to meet our main objectives as detailed above. Staff work extremely hard to ensure that they keep the key comments from the reports at the forefront when planning activities for the year. The key comments from the reports are detailed below; Marks Tey • Children who learn best from being outdoors are able to do so. • Staff observe children as they play and engage them in exciting and purposeful play. Children's individual needs are at the heart of everything staff do. Children respond positively to the high expectations of staff and make rapid progress in all the pre-school management team monitors the quality of the provision exceptionally well. They are highly effective in driving

		improvement. Staff are extremely motivated, enthusiastic and demonstrate a strong commitment towards maintaining excellence in all areas. • Staff provide a superb range of activities, both indoors and outside, that promotes all areas of learning. They give thorough attention to planning for outdoors. • Children's language and communication skills are given high priority. Staff skilfully talk with children and challenge their thinking. They engage children in conversation, actively listen to what children have to say and skilfully extend and develop their vocabulary. • Children feel extremely safe in this exceptionally warm and welcoming pre-school. They develop incredibly secure emotional attachments to their key person and other staff. • Partnerships with parents are extremely friendly and trusting. Parents are actively encouraged to remain involved in their child's learning, both in the pre-school setting and at home. The key-person system is implemented exceptionally well, to help ensure that each child's individual care and learning needs are precisely met. Birch • The quality of education is outstanding. The manager and her team of practitioners are highly ambitious and passionate about what they do. They recognise the importance of the role they play in children succeeding and having the best possible start in the early years. Practitioners are outstanding role models. Their morale is exceptionally high, and their well-being is a priority for the manager. They attend extensive professional development and training, reflecting on their practice and the impact it has on children's learning outcomes. Children are making excellent progress and, in some cases, they are exceeding in their learning and development. Children are very well prepared for the next stages of their education. • Books and stories are brought to life by imaginative practitioners. Children are exposed to extensive new vocabulary, such as 'consistency, discovery', and 'hydration'. Practitioners encourage them to ask questions and share their own ideas. Children eagerly make contributions, and these are valued by attentive practitioners. • Children are exposed to a language-rich environment, giving them an excellent start with their communication skills. Children vote to make decisions as a group and their voices, thoughts and feelings are heard. Practitioners use imaginative ways to support this. They encourage children to line up for the choice they have made, stand up or sit down. • Practitioners use number language in everyday opportunities, supporting an introduction to early mathematics. Children count confidently up to 10 and beyond. Children use writing and experiment with mark making in their play. Practitioners write messages on notes and invite children to share these and write back with messages.
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		- Children show consistent interest and engagement in exciting and creative experiences. They explore the creation station and extend this into imaginative role play. The children dress up in school uniforms and pretend they are going to their new school. Children say, 'I am going to school' as they pack rucksacks and jump on the pretend play bus to travel to school. These unique opportunities support children to prepare for school. Children with special educational needs and/or disabilities thrive in the inclusive environment and they achieve the best possible outcomes. - Partnership working is outstanding. Parents praise the practitioners and have the highest regard for their caring and nurturing relationships with children. They say practitioners are kind, approachable and helpful. The key person and manager carry out home visits to support children settling and have completed home visits since the COVID-19 pandemic to swiftly identify any learning needs. Parents share that their children thrive and grow at the pre-school. They are complimentary about how much progress they can see at home from the learning that takes place at pre-school. All of these statements remain key drivers at both Caterpillars settings and are at the forefront of the planning and development of activities for the children attending the Preschools.
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2

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Both in the planning of activities and decision making at our committee meetings Caterpillars have full regard to the Charities Commission's Guidance on public benefit.
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Additional Information (Optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related	Para 1.38	N/A

investment		
Contribution made by volunteers and Others	Para 1.38	Caterpillars has always relied on a strong and committed committee of volunteers who help support the running of the Pre-schools through both the management committee and the organisation of fundraising events. The contribution of volunteers during this financial year to support both the committee and to develop new fundraising activities was invaluable. The Pre-schools themselves would not continue to succeed without the support of the volunteer committee members who work tirelessly with the staff to ensure they provide the support both the staff and families of the children who attend the Pre-schools require.

Achievements and performance

Summary of the main achievements the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Marks Tey September 2022 saw lower numbers of children at the start of the term than usual, however between September – December there was an influx of interest making the spring and summer's term full and extremely busy. In December 2023, for the first time since COVID, the team were able to invite parents to get involved in the Christmas celebrations including the Christmas craft morning, carol concert and a visit from Santa. Birch The start of 2022-23 was very busy in terms of the numbers of new children joining. With support from other members of staff and the committee the setting was able to maintain consistency of care whilst a new member of staff was recruited. Since the appointment of the new team member in October 2022, they have very quickly integrated themselves into the Caterpillars ethos and has become a valued member of the team bringing new idea that have helped us to support children, particularly those with additional needs. Overall it was a challenging year with a number of children who had complex individual needs. In the 2 years since covid, then team have noticed an increase in the number of children requiring additional support in the prime areas, such as social and emotional development and speech and language.
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		For those children with delayed speech and language, the committee agreed to the investment in an Early Talk Boost package for each setting which would help staff to deliver programmes to support children speech and language development. Working with the children's parents, all children who took part in the programme all progress upon completion. Like Marks Tey, Birch were able to welcome back parents into the setting at Christmas craft mornings and in the summer both settings were able to hold sorts day and leavers party with parents. <u>Training</u> In January 2023, All staff had training to enable them to deliver the Early talk Boost programme. This is a package developed to enable Early Years providers to support children who need help with talking and understanding words in order to boost their language skills and to narrow the gap between them and their peers. Along with Talk Boost, staff have continued to access various available training including safeguarding, special educational needs and disabilities, equal opportunities and In July 2023 all members of staff including the Chairperson completed Paediatric First Aid training. The Manager at Birch also attended Trauma Perceptive Practice (TPP) which is an approach developed by ECC to understand behaviour and supporting emotional well-being. This is intended to help Educators to have more understanding of how trauma and chronic stress alters brain development and can cause delays in skill development. Supported by another member of staff who is due to complete the training, these modules will over time be delivered to all staff across both settings over the next year or so. Transition Arrangements Marks Tey The transitions for those starting school in September started at the beginning of the summer term. The setting was visited by the staff from a couple of local primary schools to support the transition of the leavers. Also in July, new children joining from September 2023 came in for their settling in sessions. Home visits were scheduled for early September to support the children's transition into pre-school life. Birch Transition to school plans were put in place in the summer term. Teachers from some of the schools came to visit their new pupils. Those reception teachers who also visited the setting, found the visits to be extremely beneficial as well as the transition documents and reports which were provided by Caterpillars proving to be extremely helpful to them in helping them get to know the children and support their transition.
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		<u>Priorities for improvement to the settings:</u> In July 2022, a further meeting was held with St Andrews Primary school with regards to the potential move to the demountable. The new head teacher remains keen to progress and a further meeting is awaiting over the Autumn term of 2023. <u>Fundraising events & purchases</u> In April, the committee organised a very successful quiz night. This was a new fundraising event for Caterpillars and due to its success, will be something the committee will look to repeat in future years. Some of the funds from this evening were used to create a new covered sand pit for the children at Marks Tey which has proved extremely popular. Around this time, Marks Tey were kindly gifted a donation of £500 from a parent. This money enabled the team to clear an area of garden previously unused and transform it into a gardening area for the children. This has proved very popular with the children who have loved helping out in the garden. They have also been trying some of the things they have grown for snack and use the herbs in the new mud kitchen, which was also purchased with the donation. <u>General</u> Waiting lists at both settings remain strong helping to ensure the preschools ongoing sustainability into the new financial year.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Paa 1.21	Wages and training remain the biggest area of expense for Caterpillars. Whilst the numbers at both settings remain strong, the pressure to balance income against expenses becomes more challenging year on year when working against a backdrop of substantial minimum wage rises and increases to pension contributions set against small increases, in the government funding levels. This was further impacted by the Supreme court judgement regarding annual leave for Part Year workers which required us to not only increase the amount of paid holiday for this financial year, but also provide backdated holiday pay for the 2 previous financial years. This additional and unexpected costs had to be covered from the savings account. These costs, along with the other financial impacts outlined above resulted in an overall drop in capital of £17K in this reporting period. The account balances as at 31st August 2023 were as follows; Birch Community (current account – fundraising) - £950.39 Marks Tey Community (Main - current account) - £8,456.14 Birch Deposit account (Reserve for both settings)- £33,488.93 Marks Tey Deposit account (Savings for both settings) - £10,024.67 Total across all accounts as at 31st August 2023 -£52,920.13 The committee are working hard with the Preschool Administrator and Managers to address the reduction in capital are working hard to ensure that the preschool's remain financial viable. Despite the ongoing financial challenges, Caterpillars remains a strong brand with substantial waiting lists at both settings. This along with the dedicated staff and good support from Parents and Carers helps ensure its ongoing viability. The support of parents is clearly demonstrated in the well attended events that raise much needed funds for new resources and projects at the two settings.
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds three months running costs in a separate account as a contingency for redundancy and other liabilities in the event of closure. The amount held in reserve has been increased this year to reflect the increasing costs.
Amount of reserves held	Para 1.22	Reserves as at 31/8/2023 - £33,488.93

Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The majority of income comes from government funded places, with a smaller percentage from fees (non-funded hours) and uniform sales.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A

A description of the principal risks facing the charity	Para 1.46	The biggest risk to the charity is the Governments funding rates failing to keep up with the increasing costs facing the charity in terms of wages and other staff costs.
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Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed , memorandum and articles of association etc	Para 1.25	Articles and Memorandum of Association
How is the charity constituted?	Para 1.25	The charity is registered as a limited company with effect from 1 st November 2010

7

for example limited company , unincorporated association , CIO		
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at the Annual General Meeting. The charity is committed to engaging a diverse committee of trustees which reflects the society in which we operate.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a policy and for the induction of trustees and Volunteers.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and administrative details

Charity name	Caterpillars Pre-school
Other name the charity uses	
Registered charity number	1137958
Charity's principal address	Caterpillars Pre-school, St Andrews Church Hall, Church Lane, Marks Tey, Colchester, Essex, CO6 1LW

Names of the charity trustee who manage the Charity

Trustee Name	Office (if any)	<i>Dates acted if not all year</i>	Name of person (or body) entitled to appoint trustee (if any)
Amber Pullen	Chair		Vote of members at AGM in January 2022
Alex Brenig-Jones	Treasurer		Vote of members at AGM in January 2022
Sarah Lawrence	Secretary		Mid year Vote of members in May 2022

Corporate trustees – names of the directors at the date the report was approved

Director name	
Amber Pullen	Chairperson
Ria Hennessy (appointed Nov 2023)	Treasurer
Sarah Lawrence	Secretary

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)**Names and addresses of advisers (optional information)****Type of adviser Name Address**

Accountants	Axis Accounting	Colchester Business Park, 1 George Williams Way, Colchester, Essex, CO1 2JS
Banker	HSBC	26 High Street, Colchester, Essex, CO1 1DQ

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

Becky Barber – Pre-school Manager - Marks Tey
Chrysal Clark – Pre-school Manager - Birch

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)		
Full name(s)	Sarah Lawrence	Amber Pullen
Position (for example Secretary, Chair, etc)	Pre-school Administrator & Secretary	Chair, Management Committee

Date

23rd May 2024

**CATERPILLARS PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**



Axis Accounting & Bookkeeping Ltd
Colchester Business Centre
1 George Williams Way
Colchester
CO1 2JS

**Caterpillars Pre-School
Unaudited Financial Statements
For The Year Ended 31 August 2023**

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The following pages do not form part of the statutory accounts	
Detailed Income and Expenditure Account	4-5

**Caterpillars Pre-School
Company Information
For The Year Ended 31 August 2023**

Directors	Ms Amber Pullen Alex Brenig-Jones
Secretary	Mrs Sarah Lawrence
Company Number	07287209
Registered Office	St Andrews Church Hall Church Lane Marks Tey Colchester Essex CO6 1LW
Accountants	Axis Accounting & Bookkeeping Ltd Colchester Business Centre 1 George Williams Way Colchester CO1 2JS



ambpullen.



**Caterpillars Pre-School
Income and Expenditure Account
For The Year Ended 31 August 2023**

	2023	2022
	£	£
TURNOVER	134,794	123,221
Other income	483	132
Cost of raw materials and consumables	(6,512)	(6,079)
Staff costs	(140,809)	(111,022)
Other charges	(11,674)	(11,166)
NET DEFICIT	(23,718)	(4,914)

**Caterpillars Pre-School
Balance Sheet
As At 31 August 2023**

	2023 £	2022 £
Current assets	46,845	70,032
Prepayments and accrued income	-	(342)
Creditors: Amounts Falling Due Within One Year	(958)	(601)
NET CURRENT ASSETS	<u>45,887</u>	<u>69,089</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>45,887</u>	<u>69,089</u>
Accruals and deferred income	(516)	-
NET ASSETS	<u><u>45,371</u></u>	<u><u>69,089</u></u>
RESERVES	<u><u>45,371</u></u>	<u><u>69,089</u></u>

Notes

1. General Information

Caterpillars Pre-School is a private company, limited by guarantee, incorporated in , registered number 07287209. The registered office is St Andrews Church Hall Church Lane, Marks Tey, Colchester, Essex, CO6 1LW.

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 10 (2022: 10)

3. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

For the year ending 31 August 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

Date

**Caterpillars Pre-School
Detailed Income and Expenditure Account
For The Year Ended 31 August 2023**

	2023		2022	
	£	£	£	£
TURNOVER				
Fees	18,549		19,801	
Funding	111,413		99,590	
Donations	550		5	
Fundraising	1,003		486	
Snack charge	2,098		252	
Milk reimbursement	582		363	
Uniform and book bags	599		624	
Grants and subsidies received	-		2,100	
		134,794		123,221
OTHER INCOME				
Other operating income	88		120	
Interest receivable and similar income	395		12	
		483		132
		135,277		123,353
COST OF RAW MATERIALS AND CONSUMABLES				
Milk costs	628		431	
Resources	1,888		2,380	
Uniform and book bag costs	429		771	
Snacks	925		342	
General expenses	2,623		2,155	
Trip expenses	19		-	
		(6,512)		(6,079)
STAFF COSTS				
<i>Cost of sales:</i>				
Wages and salaries	137,100		108,154	
<i>Administration:</i>				
Employers pensions - defined contributions scheme	2,761		1,797	
Staff training	948		1,071	
	3,709		2,868	
		(140,809)		(111,022)
OTHER CHARGES				
<i>Premises expenses:</i>				
Rent	6,498		5,783	
Repairs and maintenance	-		19	
Cleaning	155		320	
	6,653		6,122	
<i>General administration costs:</i>				
Computer software, consumables and maintenance	15		-	
Insurance	814		794	
Printing, postage and stationery	691		1,049	
Postage	10		12	
Advertising and marketing costs	201		184	
Telecommunications and data costs	666		623	
Accountancy fees	1,189		1,231	
Legal fees	102		35	

...CONTINUED

Caterpillars Pre-School
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 August 2023

Subscriptions	827		687	
Entertaining	382		346	
Sundry expenses	(1)		(1)	
	<u>4,896</u>		<u>4,960</u>	
<i>Interest payable and similar charges:</i>				
Bank charges	125		84	
		(11,674)		(11,166)
NET DEFICIT		<u>(23,718)</u>		<u>(4,914)</u>



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

CATERPILLARS PRE SCHOOL (ESSEX) LIMITED

**On accounts for the year
ended**

31/8/2023

**Charity no
(if any)**

1137958

Set out on pages

1-5

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

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

19/10/2023

Name:

KAREN BARTLETT

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

ICAEW

Address:

COLCHESTER BUSINESS CENTRE

1 GEORGE WILLIAMS WAY

COLCHESTER, CO1 2JS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts



Trustees' Annual Report for the period

From : 1st September 2021 Period start date To : 31st August 2022 Period end date

Charity name: Caterpillars Preschool

Charity registration number: 1137958

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of both Caterpillars Pre-schools is to enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by:- • Offering appropriate play, education and care facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that they offer opportunities for all children whatever their race, culture, religion, means or ability; • Encouraging the study of the needs of such children and their families and promoting public interest in the recognition of such needs; • Instigating, adhering to and furthering the aims and objects of the Early Years Alliance.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Ofsted inspections in January 2020 for the Marks Tey setting and in June 2022 for the Birch Setting, remain the most recent inspections. At these times, both settings achieved a 3rd consecutive Outstanding rating. All Caterpillars staff remain incredibly committed, hardworking and innovative to reflect and maintain these high standards and strive to continually improve on these achievements. The full OFSTED reports are available to view on our website (Marks Tey Report – EY422628 & Birch - EY422633). These independent reports continue to demonstrate how our core activities continue to meet our main objectives as detailed above. Staff work extremely hard to ensure that they keep the key comments from the reports at the forefront when planning activities for the year. The key comments from the reports are detailed below;

		Marks Tey ● those children who learn best from being outdoors are able to do so. ● Staff observe children as they play and engage them in exciting and purposeful play. Children's individual needs are at the heart of everything staff do. Children respond positively to the high expectations of staff and make rapid progress in all the pre-school management team monitors the quality of the provision exceptionally well. They are highly effective in driving improvement. Staff are extremely motivated, enthusiastic and demonstrate a strong commitment towards maintaining excellence in all areas. ● Staff provide a superb range of activities, both indoors and outside, that promotes all areas of learning. They give thorough attention to planning for outdoors. ● Children's language and communication skills are given high priority. Staff skilfully talk with children and challenge their thinking. They engage children in conversation, actively listen to what children have to say and skilfully extend and develop their vocabulary. ● Children feel extremely safe in this exceptionally warm and welcoming pre-school. They develop incredibly secure emotional attachments to their key person and other staff. ● Partnerships with parents are extremely friendly and trusting. Parents are actively encouraged to remain involved in their child's learning, both in the pre-school setting and at home. The key-person system is implemented exceptionally well, to help ensure that each child's individual care and learning needs are precisely met. Birch ● The quality of education is outstanding. The manager and her team of practitioners are highly ambitious and passionate about what they do. They recognise the importance of the role they play in children succeeding and having the best possible start in the early years. Practitioners are outstanding role models. Their morale is exceptionally high, and their well-being is a priority for the manager. They attend extensive professional development and training, reflecting on their practice and the impact it has on children's learning outcomes. Children are making excellent progress and, in some cases, they are exceeding in their learning and development. Children are very well prepared for the next stages of their education. ● Books and stories are brought to life by imaginative practitioners. Children are exposed to extensive new vocabulary, such as 'consistency, discovery', and 'hydration'.
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		Practitioners encourage them to ask questions and share their own ideas. Children eagerly make contributions, and these are valued by attentive Inspection report: Caterpillars Pre-School 28 June 2022. • Children are exposed to a language-rich environment, giving them an excellent start with their communication skills. Children vote to make decisions as a group and their voices, thoughts and feelings are heard. Practitioners use imaginative ways to support this. They encourage children to line up for the choice they have made, stand up or sit down. • Practitioners use number language in everyday opportunities, supporting an introduction to early mathematics. Children count confidently up to 10 and beyond. Children use writing and experiment with mark making in their play. Practitioners write messages on notes and invite children to share these and write back with messages. • Children show consistent interest and engagement in exciting and creative experiences. They explore the creation station and extend this into imaginative role play. The children dress up in school uniforms and pretend they are going to their new school. Children say, 'I am going to school' as they pack rucksacks and jump on the pretend play bus to travel to school. These unique opportunities support children to prepare for school. Children with special educational needs and/or disabilities thrive in the inclusive environment and they achieve the best possible outcomes. • Partnership working is outstanding. Parents praise the practitioners and have the highest regard for their caring and nurturing relationships with children. They say practitioners are kind, approachable and helpful. The key person and manager carry out home visits to support children settling and have completed home visits since the COVID-19 pandemic to swiftly identify any learning needs. Parents share that their children thrive and grow at the pre-school. They are complimentary about how much progress they can see at home from the learning that takes place at pre-school. All of these statements remain key drivers at both Caterpillars settings and are at the forefront of the planning and development of activities for the children attending the Preschools.
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Both in the planning of activities and decision making at our committee meetings we have full regard to the Charities Commission's Guidance on public benefit.
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Additional Information (Optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Caterpillars has always relied on a strong and committed committee of volunteers who help support the running of the Pre-schools through both the management committee and through the organisation of fundraising events. The contribution of volunteers during this financial year to support both the committee and to re-establish fundraising activities was invaluable. The Pre-schools themselves would not continue to succeed without the support of the volunteer committee members who work tirelessly with the staff to ensure they provide the support both the staff and families of the children who attend the Pre-schools.
Other		

Achievements and performance

Summary of the main achievements the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<u>Settings:</u> Marks Tey • When Preschool reopened after the holidays in September 21, due to ongoing covid restrictions, parents were still dropping children off at the door instead of coming into setting due. However, staff felt that the children settled in quicker by saying a quick goodbye to parents at the door which allowed them to feel grown up and independent. The speedier drop off did make it harder to communicate with parents so the use of e-mails and phone was increased to help build and maintain relationships with families. • There have been a number of staff changes over this year with the Manager leaving after 20 years in March 22. A new manager was appointed in May 22 along with a 2nd Deputy manager who joined just before in March 22. There was also a further internal promotion for another member of staff to fill the remaining deputy position in April 22. All appointees have settled in well and both staff and children have responded positively to the new appointments. • Discussions continued with St Andrews Primary school over the year with regards to a potential move and both Managers, Deputies and the Chairperson have all visited the school. However, as the school have only been able to make limited progress with their discussions with the LA this has not moved as far forward as both sides would have liked. • For the first time in a couple of years, in July 2022 we were able to welcome parents at our sports day which was a great success with many parents commenting on what an enjoyable time they had. Birch • The new intake of children at the start of the year was high and attendance was regular from the majority of children. • Due to ongoing restrictions with being on a shared site we were still unable to have parents in to the setting at Christmas so staff developed Christmas craft packs so the children had an opportunity to do these activities at home with their families. • Due to not being able to have parents on site, a second round of home visits was offered to all families. These proved extremely useful to personally share achievements and any concerns.
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		- Resources to support children's learning needs were increased over this year and by doing this, we were able to share these in the parent's weekly home learning packs. - In February 22 we were able to reintroduce a preschool provided snack which is proving to be as successful activity as it was before the pandemic and helps to teach the children great life skills. - In the June 22 the first sports day and leavers party was held since the pandemic with parents on site. This was a wonderful day in which we received lots of positive feedback from.
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		- The setting was fortunate to obtain another outdoor mud kitchen for free which has been the most popular resource throughout the year. <u>Training</u> - Staff have continued to access various available training including amongst others, safeguarding, speech and language, special educational needs and disabilities and equal opportunities. <u>Transition arrangements</u> Marks Tey - Transitions began in the summer term with teachers visiting from a number of local schools. Staff have also visited the schools to aid the children during their transition days. Birch - Transition to school plans were put in place in the summer term. In addition to our teaching, we were able to visit a number of the primary school our children would be attending to support their transitions. In some cases, repeat visits were organised for those
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		children who would benefit from additional support from Caterpillars . The reception teachers from these schools also visited Caterpillars which both sides find to be extremely beneficial. <u>Priorities for improvement to the settings:</u> • Discussions with a local primary school to potentially move to buildings on the school site are at an early stage. This could be an exciting opportunity for Caterpillars Marks Tey as this could offer the Preschool a permanent home. <u>Fundraising events & purchases</u> • Birch received a new tool bench made by one of the parents from resources purchased from fundraising monies. This new resource has proven to be very popular with the children. • Another key fundraising purchase has been a ‘worry monster’ which is used to support the children’s emotional development. by enabling them to share their concerns through writing/drawing their worries and feeding it to the worry monster. <u>General</u> • Waiting lists at both settings remain strong helping to ensure the preschools ongoing sustainability.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Wages and training remain the biggest area of expense for Caterpillars. Whilst the numbers at both settings remain strong, the pressure to balance income against expenses becomes more challenging year on year against a backdrop of substantial minimum wage rises and increases to pension contributions set against small increases, in the government funding levels. Despite these ongoing challenges, Caterpillars remains a strong brand with great staff and good support from Parents and Carers, this is reflected in well attended events that raise much needed funds for various items and projects at the sites. The account balances as at 31st August 2022 were as follows; Birch Community (current account – fundraising) - £1,308.74 Marks Tey Community (Main - current account) - £16,018.33 Birch Deposit account (Reserve for both settings)- £28,576.11 Marks Tey Deposit account (Savings for both settings) - £24,193.18 Total across all accounts as at 31st August 2022 -£70,096.36
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds three months running costs in a separate account as a contingency for redundancy and other liabilities in the event of closure.
Amount of reserves held	Para 1.22	Reserves as at 31/8/2022 - £28,576.11
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The majority of income comes from government funded places, with a smaller percentage from direct fees (non-funded hours) and uniform sales.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A

A description of the principal risks facing the charity	Para 1.46	The biggest risk to the charity is the Governments funding rates failing to keep up with the increasing costs facing the charity in terms of wages and other staff costs.
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Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed, memorandum and articles of association etc	Para 1.25	1.25 Articles and Memorandum of Association
How is the charity constituted?	Para 1.25	The charity is registered as a limited company with effect from 1 st November 2010

7

for example limited company, unincorporated association, CIO		
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at the Annual General Meeting. The charity is committed to engaging a diverse committee of trustees which reflects the society in which we operate.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a policy and for the induction of trustees and Volunteers.
The charity's organisational structure and any wider network with which the	Para 1.51	

charity works		
Relationship with any related parties	Para 1.51	
Other		

Reference and administrative details

Charity name	Caterpillars Pre-school
Other name the charity uses	
Registered charity number	1137958
Charity's principal address	Caterpillars Pre-school, St Andrews Church Hall, Church Lane, Marks Tey, Colchester, Essex, CO6 1LW

Names of the charity trustee who manage the Charity

Trustee Name	Office (if any)	<i>Dates acted if not all year</i>	Name of person (or body) entitled to appoint trustee (if any)
Cerise Upham	Chair	September 2021 – January 2022	Vote of members at AGM
Amber Pullen	Chair	January 2022-August 2022	Vote of members at AGM
Rachel Marsh	Treasurer	September 2021 – January 2022	Vote of members at AGM
Alex Brenig-Jones	Treasurer	January 2022-August 2022	Vote of members at AGM
Sarah Powell	Secretary	September 2021 – March 2022	Vote of members at AGM
Sarah Lawrence	Secretary	March 2022- August 2022	Mid year Vote of members following resignation of S Powell

Corporate trustees – names of the directors at the date the report was approved

Director name	
Amber Pullen	Chairperson
Alex Brenig-Jones	Treasurer
Sarah Lawrence	Secretary

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser Name Address

	Accountants	Axis Accounting	Colchester Business Park, 1 George Williams Way, Colchester, Essex, CO1 2JS
	Banker	HSBC	26 High Street, Colchester, Essex, CO1 1DQ

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

	Becky Barber – Pre-school Manager - Marks Tey
	Chrystal Clark – Pre-school Manager - Birch

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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9

Other optional information

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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)		
Full name(s)	Sarah Lawrence	Amber Pullen
Position (for example Secretary, Chair, etc)	Pre-school Administrator & Secretary	Chair
Date	5 th May 2023	

**CATERPILLARS PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022**



Axis Accounting & Bookkeeping Ltd

Colchester Business Centre
1 George Williams Way
Colchester
CO1 2JS

Caterpillars Pre-School
Unaudited Financial Statements
For The Year Ended 31 August 2022

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**Caterpillars Pre-School
Company Information
For The Year Ended 31 August 2022**

Directors

Ms Amber Pullen
Ms Cherise Upham
Ms Kirsty Kemp
Ms Rachel Marsh
Reverend Catherine Moore
Mrs Sarah Powell
Reverend Catherine Moore
Alex Brenig-Jones
Ms Kirsty Kemp
Ms Rachel Marsh
Sarah Powell
Mrs Cerise Upham

Secretaries

Mrs Sarah Lawrence
Sarah Powell

Company Number

07287209

Registered Office

St Andrews Church Hall Church Lane
Marks Tey
Colchester
Essex
CO6 1LW

Accountants

Axis Accounting & Bookkeeping Ltd
Colchester Business Centre
1 George Williams Way
Colchester
CO1 2JS

**Caterpillars Pre-School
Profit and Loss Account
For The Year Ended 31 August 2022**

	2022	2021
	£	£
TURNOVER	123,221	116,156
Other income	132	3,265
Cost of raw materials and consumables	(6,079)	(4,647)
Staff costs	(111,022)	(99,160)
Depreciation and other amounts written off assets	-	(674)
Other charges	(11,166)	(10,563)
NET (LOSS)/PROFIT	<u>(4,914)</u>	<u>4,377</u>

**Caterpillars Pre-School
Balance Sheet
As at 31 August 2022**

	2022	2021
	£	£
Current assets	70,032	74,504
Prepayments and accrued income	(342)	(126)
Creditors: Amounts Falling Due Within One Year	(601)	(375)
NET CURRENT ASSETS	69,089	74,003
TOTAL ASSETS LESS CURRENT LIABILITIES	69,089	74,003
NET ASSETS	69,089	74,003
CAPITAL AND RESERVES	69,089	74,003

Notes

1. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 10 (2021: 10)

2. General Information

Caterpillars Pre-School is a private company, limited by shares, incorporated in England & Wales, registered number 07287209. The registered office is St Andrews Church Hall Church Lane, Marks Tey, Colchester, Essex, CO6 1LW.

For the year ending 31 August 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

alopullen
AB

Date

Caterpillars Pre-School
Trading Profit and Loss Account
For The Year Ended 31 August 2022

	2022		2021	
	£	£	£	£
TURNOVER				
Fee income	19,801		15,304	
Funding	99,590		99,703	
Donations	5		-	
Fundraising	486		100	
Snack charge	252		-	
Milk reimbursement	363		301	
Uniform and book bags	624		748	
Grants and subsidies received	2,100		-	
		123,221		116,156
OTHER INCOME				
Other operating income	120		3,260	
Interest receivable and similar income	12		5	
		132		3,265
		123,353		119,421
COST OF RAW MATERIALS AND CONSUMABLES				
Milk costs	431		376	
Resources	2,380		2,194	
Uniform and book bag costs	771		1,096	
Snacks	342		55	
General expenses	2,155		926	
		(6,079)		(4,647)
STAFF COSTS				
<i>Cost of sales:</i>				
Wages and salaries	108,154		95,037	
<i>Administration:</i>				
Employers NI	-		1,642	
Employers pensions - defined contributions scheme	1,797		1,665	
Staff training	1,071		816	
	2,868		4,123	
		(111,022)		(99,160)
DEPRECIATION AND OTHER AMOUNTS WRITTEN OFF ASSETS				
Depreciation	-		674	

(674)
...CONTINUED

Caterpillars Pre-School
Trading Profit and Loss Account (continued)
For The Year Ended 31 August 2022

OTHER CHARGES

Premises expenses:

Rent	5,783	5,253
Repairs and maintenance	19	-
Cleaning	320	615
	<u>6,122</u>	<u>5,868</u>

General administration costs:

Computer software, consumables and maintenance	-	120
Insurance	794	781
Printing, postage and stationery	1,049	1,135
Postage	12	12
Advertising and marketing costs	184	15
Telecommunications and data costs	623	607
Accountancy fees	1,231	1,213
Legal fees	35	35
Subscriptions	687	495
Sundry expenses	(1)	-
Gifts	346	282
	<u>4,960</u>	<u>4,695</u>

Interest payable and similar charges:

Bank charges	84	-
	<u>(11,166)</u>	<u>(10,563)</u>

NET (LOSS)/PROFIT

<u>(4,914)</u>	<u>4,377</u>
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CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

CATERPILLARS PRE SCHOOL (ESSEX) LIMITED

On accounts for the year
ended

31/8/2022

Charity no
(if any)

1137958

Set out on pages

1-5

11-51-5 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/8/2022.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

11/11/2022

Name:

KAREN BARTLETT

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

ICAEW

Address:

COLCHESTER BUSINESS CENTRE
1 GEORGE WILLIAMS WAY
COLCHESTER, CO1 2JS

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' annual report (including Directors' report) for the period

From: Period start date - 1st September 2020 To: Period end date - 31st August 2021

Charity name: Caterpillars Pre-school

Charity registration number: 1137958

Company number: 07287209

Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of both Caterpillars Pre-schools is to enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by:- • Offering appropriate play, education and care facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that they offer opportunities for all children whatever their race, culture, religion, means or ability; • Encouraging the study of the needs of such children and their families and promoting public interest in the recognition of such needs; • Instigating, adhering to and furthering the aims and objects of the Early Years Alliance.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Ofsted inspections in October 2014 for the Birch Setting and in January 2020 for the Marks Tey setting, remain the most recent inspections. At these times, both settings achieved an Outstanding rating. For Birch this was the 2nd time and for Marks Tey, it was the 3rd Outstanding rating. Over what was a particularly difficult reporting period, due to ongoing covid restrictions, all staff remained incredibly committed, hardworking and innovative to reflect and maintain these high standards and strive to improve on these achievements. The full OFSTED reports are available to view on our website (Marks Tey Report – EY422628 & Birch - EY422633). These independent reports continue to demonstrate how our core activities continue to meet our main objectives as detailed above. Staff work extremely hard to ensure that they keep the key comments from the reports at the forefront when planning activities for the year. These included;

Marks Tey

- those children who learn best from being outdoors are able to do so.
- Staff observe children as they play and engage them in exciting and purposeful play. Children's individual needs are at the heart of everything staff do. Children respond positively to the high expectations of staff and make rapid progress in all the pre-school management team monitors the quality of the provision exceptionally well. They are highly effective in driving improvement. Staff are extremely motivated, enthusiastic and demonstrate a strong commitment towards maintaining excellence in all areas.
- Staff provide a superb range of activities, both indoors and outside, that promotes all areas of learning. They give thorough attention to planning for outdoors.
- Children's language and communication skills are given high priority. Staff skilfully talk with children and challenge their thinking. They engage children in conversation, actively listen to what children have to say and skilfully extend and develop their vocabulary.
- Children feel extremely safe in this exceptionally warm and welcoming pre-school. They develop incredibly secure emotional attachments to their key person and other staff.
- Partnerships with parents are extremely friendly and trusting. Parents are actively encouraged to remain involved in their child's learning, both in the pre-school setting and at home. The key-person system is implemented exceptionally well, to help ensure that each child's individual care and learning needs are precisely met.

Birch

- Children consistently make exceptionally good progress because extremely high quality of teaching ensures that they have engaging, stimulating and imaginative learning opportunities at all times, both indoors and outside, as they play, investigate and explore.
- Children develop firm, meaningful attachments to their Key-person and the other adults caring for them, enabling them to play and learn confidently, with increasing independence. The highly effective partnerships with parents are recognised as key to the development of the children's emotional well-being.
- All children are safe and free from harm as all staff have a secure understanding of safeguarding and child protection matters. They work tirelessly and efficiently as a team to create a safe, complete child-centred environment in which children thrive and flourish.

		All of these statements remain a key driver at Caterpillars and are at the forefront of the planning and development of activities for the children attending our settings.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Both in the planning of activities and decision making at our committee meetings we have full regard to the Charities Commission's Guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Caterpillars has always relied on a strong and committed committee of volunteers who help support the running of the Pre-schools through both the management committee and in normal years, through the organisation of a programme of fundraising events. The contribution of volunteers during this financial year to fundraising activities was minimal due to the restrictions in place due as a result of the covid 19 pandemic. However, throughout the lockdown periods and ongoing restrictions, the Pre-schools themselves would not have continued to succeed without the support of the volunteer committee members who worked tirelessly with the staff to ensure they could continue to support the families and friends of the children who attend the Pre-schools through these challenging times.
Other		

Achievements and performance

Summary of the main achievements	Para 1.20	<u>Settings:</u> Marks Tey
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of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Through another unprecedented year with the ongoing restrictions due to the Covid 19 pandemic, the setting was very relieved to be able to stay open for the full year despite the national lockdown in January 2021. Although some parents chose to keep their children off during this period the setting continued to operate as normally as possible to maintain as much normality as possible for those children attending. . The staff's continuing ability to adapt, including making the best use of zoom to maintain connectivity with both families and outside agencies has been a significant achievement over this year. It has provided a lifeline to connect to parents as well as enable staff to continue to support all children both in the setting and at home. This was especially important for those children receiving speech therapy as it meant this could happen in the setting. A really positive outcome of this was that staff could actually learn what happens at a speech therapy appointments and to understand the role better. As the year progressed and all children returned, by the summer the children were really enjoying all the outside activities especially using the field and joining in with sports day. Some activities that have been run over the year are ; *Chinese New Year *Healthy Eating Week *Developing Independence *World Book Day *Oral health Birch All staff returned from furlough in September 2020. All the new children and parents accepted the changes required to enable the continued safe sharing of the site with the primary school to comply with the covid restrictions and social distancing requirements that remained in force. Like Marks Tey, in January 2021 when Lockdown 3 was instigated, some families decided to keep their children at home until March although the number of children attending increased week on week as parents confidence in the situation and the measures that had been put in place to protect children and staff increased. For those children who remained at home, staff maintained contact with parents and children through emails.
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One key purchase was a worry monster for children to use to support their emotional development. This has continued to prove popular with the children enabling them to share their concerns through writing/drawing their worries and feeding it to the worry monster.

The setting was fortunate to obtain another outdoor mud kitchen for free which has been the most popular resource throughout the year.

Staff continue to prepare for the expected Ofsted inspection.

Training

Staff have continued to engage in developing their own practice including using a range of online webinars, training provided via Zoom, Teams as well as using Educare and in house training events.

All staff completed their paediatric first aid in July 2020 which included 1 day face to face.

Transition arrangements

At the end of the summer term, 20 children moved up to their new primary schools. Staff at Marks Tey were still able to visit Lakelands and St Andrews schools to assist with the transitions .

Transitions were put in place in the summer term. Although staff we were unable to visit schools, information was shared with them. Children who were due to join Birch Primary School went on daily walks around to the reception area which proved very popular.

The majority of our children left in July with good levels of development. External services required for some children were unfortunately unavailable due to restrictions, however by the staff working closely with parents, we delivered individual programmes to support learning needs.

Priorities for improvement to the settings:

Discussions with a local primary school to potentially move to buildings on the school site are at an early stage. This could be an exciting opportunity for Caterpillars Marks Tey as this could offer the Preschool a permanent home.

		<u>Fundraising</u> Fundraising has been hampered by the Covid 19 pandemic, however the settings have been very fortunate to receive two £100 donations from parents at each setting towards new resources. At Birch this was used to purchase gym rope, sports equipment, tool box and tools. <u>General</u> Waiting lists at both settings remain strong ensuring the preschools ongoing sustainability. All Staff have been working to a revised statutory curriculum from Sept 2021.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Wages and training remain the biggest area of expense for Caterpillars. Whilst the numbers at both settings remain strong, the pressure to balance income against expenses becomes more challenging year on year against a backdrop of substantial minimum wage rises and increases to pension contributions set against small increases, in the government funding levels. Despite these ongoing challenges, Caterpillars remains a strong brand with great staff and good support from Parents and Carers, this is reflected in well attended events that raise much needed funds for various items and projects at the sites. The account balances as at 31st August 2021 were as follows; Birch Community (current account – fundraising) - £2,037.84 Marks Tey Community (Main - current account) - £19,720.42 Birch Deposit account (Reserve for both settings)- £28,569.72 Marks Tey Deposit account (Savings for both settings) - £24,182.77 Total across all accounts as at 31st August 2021 - £74,510.75
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds three months running costs in a separate account as a contingency for redundancy and other liabilities in the event of closure.
Amount of reserves held	Para 1.22	Reserves as at 31/8/2021 - £28,569.72
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	

Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	
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Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The majority of income comes from government funded places, with a smaller percentage from direct fees (non-funded hours) and uniform sales.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A

A description of the principal risks facing the charity	Para 1.46	The current chairperson is due to step down in October 2021 so the need to ensure the smooth transition to the new chair to enable the continued running of the pre-schools during still challenging times is essential.
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Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed , memorandum and articles of association etc	Para 1.25	1.25 Articles and Memorandum of Association
How is the charity constituted?	Para 1.25	The charity is registered as a limited company with effect from 1 st November 2010

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7

for example limited company, unincorporated association, CIO		
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at the Annual General Meeting. The charity is committed to engaging a diverse committee of trustees which reflects the society in which we operate.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a policy and for the induction of trustees and volunteers.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and administrative details

Charity name	Caterpillars Pre-school
Other name the charity uses	
Registered charity number	1137958
Charity's principal address	Caterpillars Pre-school, St Andrews Church Hall, Church Lane, Marks Tey, Colchester, Essex, CO6 1LW

Names of the charity trustee who manage the Charity

Trustee Name	Office (if any)	<i>Dates acted if not</i>	Name of person (or body) entitled to appoint trustee (if any)
Matthew Doonan	Chair	September 2020- November 2020	Vote of members at AGM
Cerise Upham	Chair	November 2020-August 2021	Vote of members at AGM
	Treasurer	September 2020 – November 2021	Vote of members at AGM
	Treasurer	November 2020 – August 2021	Vote of members at AGM
Amber Pullen		November 2020 – August 2021	Vote of members at AGM
Kirsty Kemp		November 2020 – August 2021	Vote of members at AGM
Rev K Moore		September 2020 – August 2021	Vote of members at AGM

Corporate trustees – names of the directors at the date the report was approved

Director name	
Amber Pullen	Chairperson
Alex Brenig-Jones	Treasurer
Sarah Lawrence	Secretary
Christina Brenig-Jones	Trustee

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser Name Address

Accountants	Axis Accounting	4a Lodge Court, Lodge Park, Langham, Colchester CO4 5NE
Banker	HSBC	26 High Street, Colchester, Essex, CO1 1DQ

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

Becky Brenchley – Pre-school Manager - Marks Tey
Chrystal Clark – Pre-school Manager - Birch

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)		
Full name(s)	Sarah Lawrence	Amber Pullen
Position (for example Secretary, Chair, etc)	Pre-school Administrator & Secretary	Chair

Date	27 th May 2022
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**CATERPILLARS PRE-SCHOOL
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021**



Axis Accounting & Bookkeeping Ltd

4a Lodge Court Lodge Lane
Langham
Colchester
CO4 5NE

**Caterpillars Pre-School
Unaudited Financial Statements
For The Year Ended 31 August 2021**

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The following pages do not form part of the statutory accounts:	
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**Caterpillars Pre-School
Company Information
For The Year Ended 31 August 2021**

Directors

Mrs Sarah Powell
Reverend Catherine Moore
Ms Cherise Upham
Ms Kirsty Kemp
Ms Rachel Marsh
Ms Amber Pullen
Mr Matthew Doonan

Company Number

07287209

Registered Office

St Andrews Church Hall Church Lane
Marks Tey
Colchester
Essex
CO6 1LW

Accountants

Axis Accounting & Bookkeeping Ltd
4a Lodge Court Lodge Lane
Langham
Colchester
CO4 5NE

**Caterpillars Pre-School
Profit and Loss Account
For The Year Ended 31 August 2021**

	2021	2020
	£	£
TURNOVER	116,156	101,998
Other income	3,265	5,649
Cost of raw materials and consumables	(3,721)	(3,921)
Staff costs	(99,160)	(92,695)
Depreciation and other amounts written off assets	(674)	(674)
Other charges	(11,489)	(12,307)
NET PROFIT/(LOSS)	<u><u>4,377</u></u>	<u><u>(1,950)</u></u>

**Caterpillars Pre-School
Balance Sheet
As at 31 August 2021**

	2021	2020
	£	£
Fixed assets	-	674
Current assets	74,504	69,588
Prepayments and accrued income	(126)	(360)
Creditors: Amounts Falling Due Within One Year	(375)	(276)
NET CURRENT ASSETS	74,003	68,952
TOTAL ASSETS LESS CURRENT LIABILITIES	74,003	69,626
NET ASSETS	74,003	69,626
CAPITAL AND RESERVES	74,003	69,626

Notes

1. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 10 (2020: 10)

2. General Information

Caterpillars Pre-School is a private company, limited by shares, incorporated in England & Wales, registered number 07287209. The registered office is St Andrews Church Hall Church Lane, Marks Tey, Colchester, Essex, CO6 1LW.

For the year ending 31 August 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

Date

**Caterpillars Pre-School
Trading Profit and Loss Account
For The Year Ended 31 August 2021**

	2021		2020	
	£	£	£	£
TURNOVER				
Fee income	15,304		12,810	
Funding	99,703		88,318	
Fundraising	100		255	
Milk reimbursement	301		320	
Uniform and book bags	748		295	
		116,156		101,998
OTHER INCOME				
Other operating income	3,260		5,560	
Interest receivable and similar income	5		89	
		3,265		5,649
		119,421		107,647
COST OF RAW MATERIALS AND CONSUMABLES				
Milk costs	376		287	
Resources	2,194		2,172	
Uniform and book bag costs	1,096		905	
Snacks	55		557	
		(3,721)		(3,921)
STAFF COSTS				
<i>Cost of sales:</i>				
Wages and salaries	95,037		89,947	
<i>Administration:</i>				
Employers NI	1,642		-	
Employers pensions - defined contributions scheme	1,665		1,463	
Staff training	816		1,285	
	4,123		2,748	
		(99,160)		(92,695)
DEPRECIATION AND OTHER AMOUNTS WRITTEN OFF ASSETS				
Depreciation	674		674	
		(674)		(674)
OTHER CHARGES				
<i>Other direct costs:</i>				
Other direct costs	-		59	
<i>Premises expenses:</i>				
Rent	5,253		4,128	
Repairs and maintenance	-		6	
Cleaning	615		128	
	5,868		4,262	

...CONTINUED

Caterpillars Pre-School
Trading Profit and Loss Account (continued)
For The Year Ended 31 August 2021

General administration costs:

Computer software, consumables and maintenance	120	142
Insurance	781	724
Printing, postage and stationery	1,135	876
Postage	12	2
Advertising and marketing costs	15	-
Telecommunications and data costs	607	267
Accountancy fees	1,213	1,107
Legal fees	35	1,848
Subscriptions	495	533
Sundry expenses	926	1,517
Gifts	282	30
Equipment	-	940
	5,621	7,986
	(11,489)	(12,307)
NET PROFIT/(LOSS)	4,377	(1,950)



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
CATERPILLARS PRE SCHOOL (ESSEX) LIMITED

On accounts for the year
ended

31/8/2021

Charity no
(if any)

1137958

Set out on pages

1-5

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

Responsibilities and
basis of report

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

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:

13/10/2021

Name:

KAREN BARTLETT

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

ICAEW

Address: 4A LODGE COURT, LODGE PARK, LODGE LANE
LANGHAM. CO4 5NE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Accounts



Trustees' annual report (including Directors' report) for the period

From: Period start date - 1st September 2019 To: Period end date - 31st August 2020

Charity name: Caterpillars Pre-school

Charity registration number: 1137958

Company number: 07287209

Objectives and activities

	SORP referenc e	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of both Caterpillars Pre-schools is to enhance the development and education of children, primarily under statutory school age, by encouraging parents to understand and provide for the needs of their children through community groups and by: - ● Offering appropriate play, education and care facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that they offer opportunities for all children whatever their race, culture, religion, means or ability. ● Encouraging the study of the needs of such children and their families and promoting public interest in the recognition of such needs. ● Instigating, adhering to and furthering the aims and objects of the Pre-School Learning Alliance.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The Birch setting was rated outstanding for the 2nd time by Ofsted in October 2014. This report/inspection remains the most recent for the Birch setting but the setting at Marks Tey was reinspected in January 2020 where it received its 3rd Ofsted Outstanding rating. This is a significant achievement and reflects the continuing hard work and dedication of staff, not just to maintain standards but to remain innovative to ensure that the settings keep moving forward with fresh ideas and not just standing still.

		The full OFSTED reports are available to view on the Caterpillars website (Marks Tey Report – EY422628 & Birch - EY422633). These independent reports continue to demonstrate how our core activities continue to meet our main objectives as detailed above. Throughout the year, including the period from march to June when the Pres-schools had to close and again when the settings reopened, the staff continued to work extremely hard to ensure that they keep the key comments from the Ofsted reports at the forefront when planning activities. The key points from these reports are. Marks Tey ● Partnership working with parents is excellent. Staff share daily information with them. This enables parents to build precisely on what their children are learning in the setting. Parents express their utmost satisfaction about the pre-school. They describe how settled and happy their children are. They say the staff are 'amazing' and that they go above and beyond to provide exciting play experiences every day. Parents express their genuine pleasure and add that there is nothing they would change. ● Partnership working with staff from local schools, early years settings and other professionals is excellent. This directly contributes to the outstanding provision and the exemplary support for children's learning. ● Excellent systems are in place to meet the care and learning needs of all children. The manager and staff keep very good track of children's progress through highly effective observations and assessments. These clearly show children's individual abilities and areas for development. Staff obtain resources aimed at supporting children's individual learning needs. They successfully plan activities for one-to-one or group sessions. They ensure that children's priorities for learning are targeted exceptionally well. ● Children demonstrate extremely high levels of engagement and concentration. They work collaboratively and are extremely patient and kind to each other. ● Staff provide children with rich experiences. They offer an abundance of extra activities to support children's understanding of diversity and what makes them unique. Children enjoy opportunities to use maps and participate in discussions and creative opportunities. They celebrate their own and other customs from around the world. ● The deployment of staff is highly effective. Children are supervised closely, and staff maintain a safe and secure environment to protect children from harm. Robust assessments of all areas used by the children ensure their safety is maintained. Appropriate risk taking during planned activities enables children to learn about keeping themselves safe. ● The manager and staff continually reflect on all aspects of their practice, and there is a continuous drive for excellence. The manager and staff pay superb attention to enhancing their
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		professional development. Together, they demonstrate a real commitment to provide the highest level of teaching. All aspects of the pre-school environment are thoughtfully reviewed. This helps to promote children's practical development of communication and language, phonics and mathematics. Birch • Children consistently make exceptionally good progress because extremely high quality of teaching ensures that they have engaging, stimulating and imaginative learning opportunities at all times, both indoors and outside, as they play, investigate and explore. • Children develop firm, meaningful attachments to their Keyperson and the other adults caring for them, enabling them to play and learn confidently, with increasing independence. The highly effective partnerships with parents are recognised as key to the development of the children's emotional well-being. • All children are safe and free from harm as all staff have a secure understanding of safeguarding and child protection matters. They work tirelessly and efficiently as a team to create a safe, complete child-centred environment in which children thrive and flourish. • Leadership is inspirational and contributes to the outstanding quality of the pre-school. The overarching ethos and vision for an exceptional standard of care is consistently embedded and applies to all aspects. A reflective approach and the meticulous evaluation of all activities ensures that constant improvements are made, to benefit children and raise their achievement levels. • Outdoor learning is a key feature which contributes to every child's outstanding progress. Children are confident, enthusiastic learners who use their imagination and creative thinking to structure their own play and learning. They are eager to explore and actively investigate their surroundings and talk about their discoveries. All of these key statements remain a key driver and are at the forefront of the planning and development of activities for the children attending our settings.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Both in the planning of activities and decision making at our committee meetings we have full regard to the Charities Commission's Guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Caterpillars relies on a strong and committed committee of volunteers who help support the running of the Pre-schools through both the management committee and in normal years, the organisation of a programme of fundraising events. Neither the Pre-schools themselves, nor the fundraising events normally organised to support them, would succeed without the support of the volunteer committee members who work tirelessly with the staff to help plan and run them along with the support of the families and friends of the children who attend the Pre-schools.
Other		

Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<u>Settings:</u> Numbers at both settings have remained strong, despite the interruption caused by the preschools closure during Lockdown 1 because of the Covid 19 Pandemic. Staff close working with parents ensured their continued support during a very difficult year. Staff at both settings remained incredibly committed, hardworking and innovative to enable them to support all the families and continue to deliver excellent childcare and maintain the delivery of the high standards of early years education that parents have come to expect. Marks Tey The staff found it difficult to deal with the suddenness of the forced closure in March due to the Covid 19 Pandemic as well as the uncertainty as to how long the closure would last. Despite this, staff pulled together to produce home learning packs for all the children to support them in their early years education from home. Daily activities were uploaded to the Facebook page to give parents ideas how to continue their children's early years development at home. Birch Throughout the first lockdown, staff continued to provide support to all the children. Daily activities were emailed to parents which initially all members of staff contributed. When 2 of staff were furloughed, this was
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		continued by the Managers and Deputy. Home learning packs were delivered to children's homes. The Manager and Deputy also produced over 40 videos reading stories and singing for a newly created You Tube channel. This received incredibly positive feedback including children using them for their bedtime stories. The link was also sent to new starters so they could see staff to help with their transition. The channel has also been shared with the Talk Listen Cuddle campaign run by Essex who may choose some of the material for their website. Across both settings there was some anxiety as to how the children would cope with the necessary changes to routine and equipment that had to be introduced when the Preschools reopened after Lockdown 1. However, the children adapted really well, and this enabled Staff to provide those children due to start school in September with some of the usual activities to aid their transition to Primary school. <u>Some great achievements have been:</u> All staff were incredibly pleased to achieve a 3rd successive outstanding rating from Ofsted in January 2020. For a pack away Pre-School that is an amazing achievement and a reflection of the staff's commitment and hard work. One member of staff has achieved her Level 4 qualification with the Open University and continues to study for a full degree in Early Years Education. <u>Training</u> During lockdown staff used the closure as an opportunity to complete a variety of online training and webinars. In July, all staff completed socially distance paediatric first aid training in July. <u>Transition arrangements</u> For those children who returned in June, transition reports and passports using observations taken over the year, including lockdown and these were then sent on to parents and primary schools. Priorities for improvement to the settings: <u>Fundraising</u> Due to the Covid 19 pandemic in 2020, the normal programme of fundraising events that would normal have been held were postponed. <u>General</u>
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		Both settings are desperately in need of some dedicated office space to provide Managers with a place to undertake paperwork on site, as well as a private space to meet with parents or carry out online meetings. Circumstances allow, this will be the key priority for the committee.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Wages, training and hall hire remain the biggest areas of expense for Caterpillars. Whilst the numbers at both settings remained strong at the start of the 2019/20 financial year. However, the impact of the closure of the Pre-school in March 2020 due to the Covid 19 Pandemic and then the limited reopening in June and July placed significant financial pressures on Caterpillars meaning it had to rely solely on the confirmed government funding as there was no additional fee income between March and July 2020. As the preschool closures coincided with the annual impact of the minimum wage increase in April, and with only a small increase in the Government funding levels for 2019/20, this made the remainder of this reporting period particularly challenging year. The pandemic and social distancing restrictions also restricted the ability to hold any fundraising events after March 2020 but fortunately, the fundraising monies already held meant there were sufficient monies available for fundraising purchases for the remainder of the year. At the end of the financial year the account balances were as follows; Fundraising Money - £1,201 Running accounts; Caterpillars main current account – £14,975.92 Caterpillars Savings (exl reserves) - £24,175
Statement explaining the policy for holding	Para 1.22	The charity holds three months running costs in a separate account as a contingency for redundancy and other liabilities in the event of closure.

reserves stating why they are held		The amount held in the Caterpillars Reserve Account as at the 31 st August 2020 was £28,501
Amount of reserves held	Para 1.22	Reserves as at 31/8/2020 - £28,510
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The majority of income comes from government grant funded places, with a smaller percentage from direct fees (non-funded hours) and uniform sales. In normal years, fundraising events are held to raise money to purchase additional resources solely for the benefit and enhancement of the children's time at Caterpillars.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The biggest risk to Caterpillars is always a reduction in income due to a fall in the number of children attending. Currently, despite the disruption and some parental concerns regarding attendance caused by the Covid 19 pandemic, numbers at both settings have remained strong as this looks set to continue into the 2020/21 reporting year with both settings currently hold waiting lists for the next academic year. Managing the transition of new Directors/ Trustees to the management committee remains an ongoing challenge, particularly after such a difficult year. However, the current Treasurer is putting themselves forward to step up to the role of Chair at the next AGM which will help mitigate the risk.
Other		

Structure, governance and management

Description of charity's trusts:		
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Type of governing document: for example, trust deed , memorandum and articles of association etc	Para 1.25	Articles and Memorandum of Association
How is the charity constituted? for example limited company , unincorporated association , CIO	Para 1.25	The charity is registered as a limited company with effect from 1 st November 2010
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at the Annual General Meeting. The charity is committed to engaging a diverse committee of trustees which reflects the society in which we operate.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a policy and for the induction of trustees and volunteers.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and administrative details

Charity name	Caterpillars Pre-school
Other name the charity uses	
Registered charity number	1137958
Charity's principal address	Caterpillars Pre-school, St Andrews Church Hall, Church Lane, Marks Tey, Colchester, Essex, CO6 1LW

Names of the charity trustee's who manage the Charity

Trustee Name	Office (if any)	Dates acted if not for the whole year	Name of person (or body) entitled to appoint trustee (if any)
Laura Smith	Chair	Sep 2019-Nov 2019 (Resigned at Nov 2109 AGM)	Voted by members of the committee following midyear resignation in Mar 2019
Jacqui Collins	Treasurer	Sep 2019 - Nov 2019 (Resigned at Nov 2019 AGM)	Voted by members of the committee at the AGM in Nov 2018

Natalie Shana	Secretary	Sep 2019-Nov 2019 (Resigned at Nov 2019 AGM)	Voted by members of the committee at the AGM in Nov 2018
Matthew Doonan	Trustee Chair	Sep 2019-Nov 2019 Nov 2019-Aug 2020	Voted by members of the committee at the AGM in Nov 2018 as Trustee and as Chair at AGM in Nov 2019
Cerise Upham	Treasurer	Nov 19– Aug 2020	Vote of members at AGM in Nov 2019
Sarah Powell	Secretary	Nov 19-Aug 2020	Vote of members at AGM in Nov 2019
Kate Moore	Trustee	Nov 2019- Aug 2020	Voted by members of the committee at the AGM in Nov 2019

Corporate trustees – names of the directors at the date the report was approved.

Director name	
Cerise Upham	Chairperson
Rachel Marsh	Treasurer
Sarah Powell	Secretary
Kirsty Kemp	Trustee
Kate Moore	Trustee

Name of trustees holding title to property belonging to the charity.

Trustee name	Dates acted if not for whole year
N/A	

Funds held as custodian trustees on behalf of others.

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)**Names and addresses of advisers (optional information)**

Type of adviser	Name	Address
Accountants	Axis Accounting	4a Lodge Court, Lodge Park, Langham, Colchester CO4 5NE
Banker	HSBC	26 High Street, Colchester, Essex, CO1 1DQ

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

Sarah Powell – Pre-school Manager - Marks Tey

Chrystal Clark – Pre-school Manager - Birch

Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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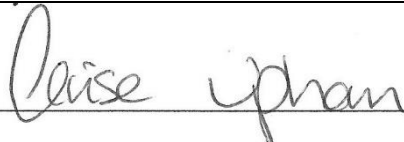
Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)

	
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Full name(s)

Sarah Lawrence	Cerise Upham
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Position (for example
Secretary, Chair, etc)

Pre-school Administrator

Chair

Date

19th March 2021

**CATERPILLARS PRE-SCHOOL
DIRECTORS' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2020**



Axis Accounting & Bookkeeping Ltd

**4a Lodge Court Lodge Lane
Langham
Colchester
CO4 5NE**

**Caterpillars Pre-School
Directors' Report and Unaudited Financial Statements
For The Year Ended 31 August 2020**

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**Caterpillars Pre-School
Company Information
For The Year Ended 31 August 2020**

Directors

Mrs Sarah Powell
Miss Laura Smith
Mrs Natalie Shana
Mrs Jacqui Collins
Mr Matthew Doonan
Reverend Catherine Moore
Ms Cherise Upham

Company Number

07287209

Registered Office

St Andrews Church Hall Church Lane
Marks Tey
Colchester
Essex
CO6 1LW

Accountants

Axis Accounting & Bookkeeping Ltd
4a Lodge Court Lodge Lane
Langham
Colchester
CO4 5NE

**Caterpillars Pre-School
Company No. 07287209
Directors' Report For The Year Ended 31 August 2020**

The directors present their report and the financial statements for the year ended 31 August 2020.

Statement of Directors' Responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations. Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing the financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors

The directors who held office during the year were as follows:

Mrs Sarah Powell
Miss Laura Smith
Mrs Natalie Shana
Mrs Jacqui Collins
Mr Matthew Doonan
Reverend Catherine Moore
Ms Cherise Upham

APPOINTED	27/11/2019
APPOINTED	27/11/2019
APPOINTED	27/11/2019

Small Company Rules

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

By order of the board



Date 11th November 2020

**Caterpillars Pre-School
Profit and Loss Account
For The Year Ended 31 August 2020**

	Notes	2020 £	2019 £
TURNOVER		101,583	123,702
Cost of sales		(95,390)	(108,717)
GROSS PROFIT		6,193	14,985
Administrative expenses		(13,796)	(15,236)
Other operating income		5,560	-
OPERATING LOSS		(2,043)	(251)
Other interest receivable and similar income		89	57
LOSS FOR THE FINANCIAL YEAR		<u>(1,954)</u>	<u>(194)</u>

The notes on pages 5 to 6 form part of these financial statements.

**Caterpillars Pre-School
Balance Sheet
As at 31 August 2020**

		2020		2019	
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	3		674		1,348
			674		1,348
CURRENT ASSETS					
Debtors	4	724		2,442	
Cash at bank and in hand		68,860		68,578	
		69,584		71,020	
Creditors: Amounts Falling Due Within One Year	5	(636)		(792)	
NET CURRENT ASSETS (LIABILITIES)			68,948		70,228
TOTAL ASSETS LESS CURRENT LIABILITIES			69,622		71,576
NET ASSETS			69,622		71,576
Profit and Loss Account			69,622		71,576
SHAREHOLDERS' FUNDS			69,622		71,576

For the year ending 31 August 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board

Leise Upham

Date 11th November 2020

The notes on pages 5 to 6 form part of these financial statements.

**Caterpillars Pre-School
Notes to the Financial Statements
For The Year Ended 31 August 2020**

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 10 (2019: 10)

3. Tangible Assets

	Plant & Machinery £
Cost	
As at 1 September 2019	6,740
As at 31 August 2020	6,740
Depreciation	
As at 1 September 2019	5,392
Provided during the period	674
As at 31 August 2020	6,066
Net Book Value	
As at 31 August 2020	674
As at 1 September 2019	1,348

Caterpillars Pre-School
Notes to the Financial Statements (continued)
For The Year Ended 31 August 2020

4. Debtors

	2020	2019
	£	£
Due within one year		
Trade debtors	(681)	2,255
Other debtors	1,060	-
Other taxes and social security	345	187
	<u>724</u>	<u>2,442</u>

5. Creditors: Amounts Falling Due Within One Year

	2020	2019
	£	£
Trade creditors	18	271
Net wages	-	299
Other creditors	258	-
Accruals and deferred income	360	222
	<u>636</u>	<u>792</u>

6. General Information

Caterpillars Pre-School is a private company, limited by shares, incorporated in England & Wales, registered number 07287209. The registered office is St Andrews Church Hall Church Lane, Marks Tey, Colchester, Essex, CO6 1LW.

Caterpillars Pre-School
Trading Profit and Loss Account
For The Year Ended 31 August 2020

	2020	2019
	£	£
TURNOVER		
Fee income	12,395	18,212
Funding	88,318	90,630
Breakfast club	-	11,400
Fundraising	255	2,060
Milk reimbursement	320	345
Uniform and book bags	295	635
Trips	-	420
	<u>101,583</u>	<u>123,702</u>
COST OF SALES		
Fundraising expenses	898	441
Milk costs	287	523
Resources	1,274	5,934
Trip expenses	-	650
Uniform and book bag costs	905	756
Snacks	557	1,166
Wages and salaries	89,947	98,004
Employers NI	-	123
Employers pensions	1,463	1,120
Other direct costs	59	-
	<u>(95,390)</u>	<u>(108,717)</u>
GROSS PROFIT	6,193	14,985
Administrative Expenses		
Staff training	1,285	1,223
Rent	4,128	5,483
Repairs and maintenance	6	894
Cleaning	128	104
Computer software, consumables and maintenance	142	2
Insurance	724	938
Printing, postage and stationery	879	1,523
Advertising and marketing costs	-	334
Telecommunications and data costs	267	204
Accountancy fees	1,107	1,216
Legal fees	1,848	1,854
Subscriptions	533	533
Depreciation	674	674
Sundry expenses	1,105	1
Gifts	30	253
Equipment	940	-
	<u>(13,796)</u>	<u>(15,236)</u>
Other Operating Income		...CONTINUED

Caterpillars Pre-School
Trading Profit and Loss Account (continued)
For The Year Ended 31 August 2020

Other income - contributing to other operating income	<u>5,560</u>	<u>-</u>
	<u>5,560</u>	<u>-</u>
OPERATING LOSS	<u>(2,043)</u>	<u>(251)</u>
Other interest receivable and similar income		
Other interest receivable	<u>89</u>	<u>57</u>
	<u>89</u>	<u>57</u>
LOSS FOR THE FINANCIAL YEAR	<u><u>(1,954)</u></u>	<u><u>(194)</u></u>