

**CATBYTES CIC  
COMPANY INFORMATION  
FOR THE YEAR ENDED 31 JANUARY 2018**

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|                          |   |
|--------------------------|---|
| <b>Director</b>          | Damian Charles Griffiths  |
| <b>Company Number</b>    | 09948032 (England and Wales)                                      |
| <b>Registered Office</b> | 68 VINEY ROAD<br>LONDON<br>SE13 7BA                               |
| <b>Accountants</b>       | Bloodwood Accounting Ltd<br>68 Calderon Road<br>London<br>E11 4EU |

TUESDAY  
SATURDAY



\*S7HGDSZM\*  
SPE 27/10/2018 #33  
COMPANIES HOUSE

\*A7IMDXMZ\*  
A22 13/11/2018 #82  
COMPANIES HOUSE

14/11/18  
11/9

**CATBYTES CIC**  
**(COMPANY NO: 09948032 ENGLAND AND WALES)**  
**DIRECTOR'S REPORT**

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The director presents his report and accounts for the year ended 31 January 2018.

**Directors**

Damian Charles Griffiths held office during the whole of the period.

**Statement of directors' responsibilities**

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts 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 accounts 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 these accounts, the directors are required to:

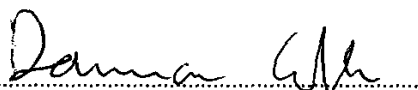
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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 accounts 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.

**Small company provisions**

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

Signed on behalf of the board of directors



Damian Charles Griffiths  
Director

Approved by the board on: 23 October 2018

**CATBYTES CIC**  
**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31 JANUARY 2018**

|  | <b>2018</b>         | <b>2017</b>         |
|--|---------------------|---------------------|
|  | <b>£</b>            | <b>£</b>            |
| <b>Turnover</b>  | 498                 | 1,500               |
| Cost of sales  | (194)               | -                   |
| <b>Gross surplus</b>   | <u>304</u>          | <u>1,500</u>        |
| Administrative expenses                                      | (416)               | -                   |
| <b>Operating (loss)/surplus</b>                              | <u>(112)</u>        | <u>1,500</u>        |
| <b>(Loss)/surplus on ordinary activities before taxation</b> | <u>(112)</u>        | <u>1,500</u>        |
| Tax on (loss)/surplus on ordinary activities                 | -                   | (300)               |
| <b>(Loss)/surplus for the financial year</b>                 | <u><u>(112)</u></u> | <u><u>1,200</u></u> |

**CATBYTES CIC**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 JANUARY 2018**

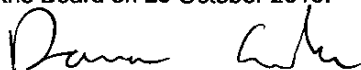
|   | Notes | 2018<br>£ | 2017<br>£ |
|---|-------|-----------|-----------|
| <b>Current assets</b>                                 |       |           |           |
| Cash at bank and in hand                              |       | 1,345     | 1,500     |
| <b>Creditors: amounts falling due within one year</b> | 4     | (257)     | (300)     |
| <b>Net current assets</b>                             |       | 1,088     | 1,200     |
| <b>Net assets</b>                                     |       | 1,088     | 1,200     |
| <b>Reserves</b>                                       | 5     |           |           |
| Profit and loss account                               |       | 1,088     | 1,200     |
| <b>Members' funds</b>                                 |       | 1,088     | 1,200     |

For the year ending 31 January 2018 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 director acknowledges his 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 and in accordance with the provisions of FRS 102 Section 1A - Small Entities.

Approved by the Board on 23 October 2018.



Damian Charles Griffiths  
Director

Company Registration No. 09948032

**CATBYTES CIC**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 JANUARY 2018**

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**1 Statutory information**

Catbytes CIC is a private company, limited by guarantee, registered in England and Wales, registration number 09948032. The registered office is 68 VINEY ROAD, LONDON, SE13 7BA.

**2 Compliance with accounting standards**

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A Small Entities. There were no material departures from that standard.

**3 Accounting policies**

*The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.*

***Basis of preparation***

The accounts have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets.

***Presentation currency***

The accounts are presented in £ sterling.

**4 Creditors: amounts falling due within one year**

|                           | <b>2018</b> | <b>2017</b> |
|---------------------------|-------------|-------------|
|                           | <b>£</b>    | <b>£</b>    |
| Taxes and social security | 257         | 300         |

**5 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.

**6 Average number of employees**

During the year the average number of employees was 0 (2017: 0).

**CATBYTES CIC**  
**DETAILED PROFIT AND LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 JANUARY 2018**

|   | <b>2018</b> | <b>2017</b> |
|---|-------------|-------------|
|   | <b>£</b>    | <b>£</b>    |
| <b>Turnover</b>   |             |             |
| Sales   | 498         | 1,500       |
| <b>Cost of sales</b>  |             |             |
| Purchases   | 95          | -           |
| Other direct costs  | 99          | -           |
|   | 194         | -           |
| <b>Gross profit</b>   | 304         | 1,500       |
| <b>Administrative expenses</b>                              |             |             |
| Staff training and welfare                                  | 45          | -           |
| Travel and subsistence                                      | 16          | -           |
| Rent  | 100         | -           |
| Stationery and printing                                     | 44          | -           |
| Sundry expenses   | 28          | -           |
| Accountancy fees  | 183         | -           |
|   | 416         | -           |
| <b>Operating (loss)/profit</b>                              | (112)       | 1,500       |
| <b>(Loss)/profit on ordinary activities before taxation</b> | (112)       | 1,500       |

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# CIC 34

## Community Interest Company Report

For official use  
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*Please  
complete in  
typescript, or  
in bold black  
capitals.*

Company Name in  
full

CATBYTES CIC

Company Number

9948032

Year Ending

2017-2018

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

**PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

CatBytes supports the community of Lewisham with IT related services. These include teaching basic internet skills, building websites for community organisations, and support with networking and software setup for small organisations. During the year 2017-2018 we have benefited the community in the following ways:

At the beginning of 2017 we moved into a new office space in Ewart Community Hall in Forest Hill. We negotiated a very low rent for the space. Our good relationship with the centre, owing to the community support we provided last year at the hall, has helped us to keep costs low with this organisation.

Through our Techy Tea clubs we have continued to teach the use of mobiles and tablets to elderly people in Lewisham. After we moved into the new office, we were able to increase the number of sessions we were providing by adding a new regular teaching session. We have now doubled our output by doing two regular sessions instead of one. We have provided about 100 2 hour training sessions during this period, which on average get 6 students per session.

We have continued to build websites for local organisations. We did a significant upgrade to the Lewisham Local website (<https://www.lewishamlocal.com/>), helping them to promote their volunteer contributor card scheme in Lewisham. We added features to the Wildcat Wilderness Website (<http://www.wildcatwilderness.org/>). We converted the website of the Honor Oak Community Centre (<https://honoroakcommunitycentre.org/>) to Wordpress, meaning it is now easier to update for staff at the centre.

We have upgraded our hosting package. We now have a reseller account, meaning that we can offer a commercial hosting service to small businesses. In November we attracted our first small business – Dancing Ducklings. This is a dance club for pre-school aged children. Caroline, the dance teacher, chose to move from her current host to us because the deal she had with them did not work for her financially. Caroline often has to change the dates and venues of her clubs. We were able to give Caroline a deal which charged a flat rate covering minor updates during the course of the year, rather than an individual charge for each update. This is an example of the kind of bespoke offer we are able to make, which works well with organisations that have minimal digital knowledge.

*(If applicable, please just state "A social audit report covering these points is attached").*

*(Please continue on separate continuation sheet if necessary.)*



We also gave digital assistance to a number of community organisations during the course of the year.

We solved a problem the Honor Oak Community Centre were having with their email. Their current hosting account had a small allowance for email. As they are a busy organisation, their email was always filling up. We transferred their email to a Google gsuite account. This meant that the domain could stay with the host, while the mail account, using the same domain, was hosted with Google. This could be provided for them for free through their charity tech trust id. Catbytes managed all the stages of the set-up of this.

We helped the Ackroyd Centre extend their wifi connection to the main hall of the building.

We helped the Wildcat Wilderness set up camouflaged cctv to catch some vandals who were kicking over the bee-hive at the site. Having been caught, the vandals then chose to do restorative justice work on the site, which included training about the importance of bees to the environment.

We worked on the digital promotion of the Ewart Community Hall family fun day, in July, through social media. We also ran a maker space in the office on that day, with MyCompleteFocus CIC. This provided children with the opportunity to learn how to use Lego Mind storms and Raspberry Pi's.

**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

The companies stakeholders are residents of the borough of Lewisham. This can be broken down a bit more.

There are a number of people who come to our techy tea clubs which help people learn basic internet skills. Consultation with them is carried out by personal interaction. We are concerned to make sure that students enjoy the experience they have with us and find it worthwhile. Any complaints they have about volunteers are followed up by discussion with the volunteers. So far there have been few, and it has been possible to handle them without any formal disciplinary procedure.

The volunteers at the techy tea clubs are an important asset. We maintain a close personal relationship with them, including regular social activities outside the volunteering sessions. Any comments or complaints made are taken very seriously by us.

Ewart Community Hall has been the venue for many of the Techy Tea clubs. We have a close relationship with them, and they have not charged us for use of their facility. They recognise what we are doing is for the benefit of the community. The director of Catbytes is on the committee that manages the hall, and has a close relationship with them.

The Lewisham Pensioners' forum hosts our Monday Techy Tea club, and promoted them through its newsletter. We have a strong personal relationship with them.

Community Connections is a local community support organisation which has been very helpful in both finding volunteers and students for our techy tea clubs

The Wildcat Wilderness, a community green space. We built their website, and taught them to do updates on it, which they have proved proficient at doing, with occasional support from us.

We work in close partnership with the Rushey Green Time Bank.

**PART 3 – DIRECTORS' REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that "no remuneration was received" below.

No remuneration was received.

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

no transfer of assets other than for full consideration has been made

*(Please continue on separate continuation sheet if necessary.)*

## PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

*Dan LHM*

Date

25/10/2018

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

|           |             |
|-----------|-------------|
|           |             |
|           |             |
|           |             |
| Tel       |             |
| DX Number | DX Exchange |

**When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:**

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ  
DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38  
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

**(N.B. Please enclose a cheque for £15 payable to Companies House)**