

## Contents

|         |   |
|---------|---|
| 2       | Results ‘At a Glance’                             |
| 3 - 4   | Chairman’s Statement                              |
| 5       | Auditor’s Report                                  |
| 6 - 8   | Administrator’s Report                            |
| 9       | Main Grants and Donations over £1,000             |
| 10 - 13 | Development Officer’s Report                      |
| 14 - 15 | Trustees Report                                   |
| 16      | Statement of Financial Activities                 |
| 17      | Income and Expenditure Account                    |
|         | Statement of Total Recognised<br>Gains and Losses |
| 18      | Balance Sheet                                     |
| 19 - 22 | Notes to the Financial Statements                 |
| 23      | Criteria for Grant Making                         |
| 24      | Membership List                                   |

## Annual Report figures at a glance

Direct Charitable Expenditure **£321,413**

UP 7%

Total Net Assets **£9,757,571**

UP 11%

|  | 2013             | 2012      |
|--|------------------|-----------|
|  | £                | £         |
| <b>Direct Charitable Expenditure</b>                         | <b>321,413</b>   | 297,688   |
| <b>Surplus (Deficit)</b>                                     | <b>16,466</b>    | (23,415)  |
| <b>Realised Gains/(Losses) on Sales of Investments</b>       | <b>151,481</b>   | 55,098    |
| <b>Unrealised (Losses)/Gains on Valuation of Investments</b> | <b>892,492</b>   | 860,195   |
| <b>Total Net Assets at 30th September 2013</b>               | <b>9,757,571</b> | 8,682,132 |

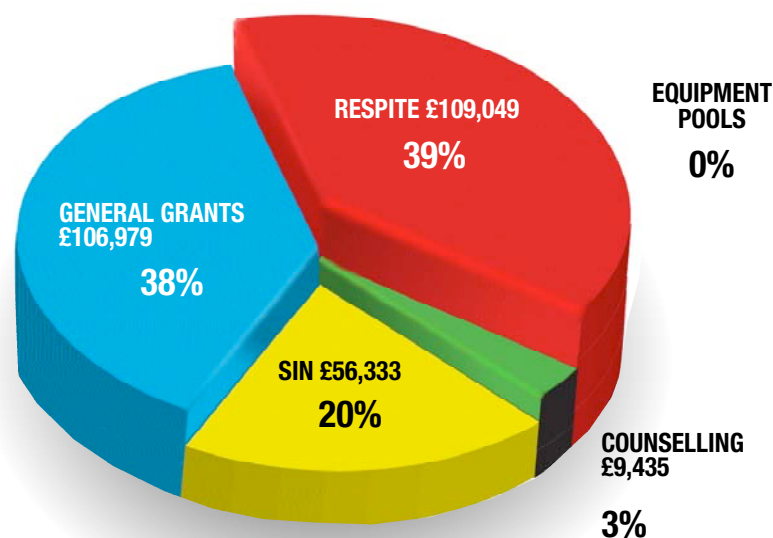
### General Applications

|                 |    |
|-----------------|----|
| Equipment Pools | 16 |
| Training        | 2  |
| Respite         | 3  |

Total 44 (Last year 34)  
 21 accepted  
 16 unsuccessful  
 7 deferred

### Breakdown of Grants Expenditure

**TOTAL £281,796**



## Chairman's Report

FOR THE YEAR ENDED 30 SEPTEMBER 2013

|                      |   |
|----------------------|---|
| President:           | A H Frost   |
| Directors:           | C Hayward MBA (Chairman)<br>P W E Fitt FCA (Company Secretary)<br>Dr. N J Busfield MA, PhD<br>Dr M P Hickman MB B.Chir DCH<br>A W Livesley LI.B<br>M F Pertwee BA (Hons)<br>Dr. T P Rudra MBBS FRCP |
| Administrator:       | Stephanie Grant   |
| Development Officer: | Rodney Appleyard BA (Hons)  |



Christine Hayward MBA - Chairman

Once again, it is with great pleasure that I write the Chairman's statement for the 2012-13 Annual Report. Although last year we moved the AGM to April in order that our attendees could arrive in daylight, we realise that by doing this, we are over half-way through the subsequent financial year. Consequently, in 2015, we will revert to having the AGM at an earlier point, so that the comments in the report relate more directly to the year in question!

That being said, 2012-13, has been another successful year. Since the Colchester Catalyst Charity's grant giving began, over £8 million has been given in grants and by careful investment, we have been pleased to be able to slightly increase our grant giving for the current year (2013-14). Stephanie Grant's and Rodney Appleyard's reports outline some of the major grants agreed in 2012-13.

During the last year, there have been several events in the life of the Charity to note:

The property on Oaks Drive, which the Charity owned, was sold and the profit re-invested. This is

outlined in the financial report. The Board undertook a Governance Review in September in which we reviewed our compliance with best practice, evaluated the way in which we met our remit and considered the balance of our charitable spending. From this review, we have developed some of our internal policies, for example, Diversity and Equality and Data Protection, and have ensured that our practices and procedures are up to date and fit for purpose. We have also confirmed that our grant expenditure will continue to cover the areas of general grants, Special Individual Needs, Respite Care, Equipment Pools and Counselling (including counselling for Carers) and that we will also consider larger grants should a suitable new development, probably in partnership with others, be identified.

In October, the Board was very proud when Rodney and Stephanie went to Duxford to receive the Award for Excellence for Best Grant Giver at the Institute of Fundraising East Anglia and East Midlands group conference 'Flying High in Fundraising'. We were nominated for the award by

Caroline Bates from the Colchester Hospitals Charity.

Rodney Appleyard, our Development Officer, has been pivotal in supporting a number of collaborations between charities, as well as finding out about different sources of funding. At each Board meeting, Rodney reports on the partnership working achieved with his assistance. He has also done a lot of work on enabling the Board to understand the structural and legislative changes in the voluntary sector and have a clearer understanding of how we can support organisations to progress, but not fill gaps where statutory funding should be forthcoming, or where other grants have ceased. Stephanie has also amended our application forms to reflect this, so that we are aware of all sources of other funding to an organisation where grants are requested. We are very mindful of continuing to be a catalyst for developments, even though we recognise that the financial situation for a number of charities is very difficult. We must, however, continue to ensure that any grants we make are applied to strictly charitable purposes.

► Our thanks are due to Stephanie Grant, Rodney Appleyard and Wendy Larkin for carrying out the work of Colchester Catalyst Charity on a day to day basis. They liaise with a myriad of individuals and organisations and are responsive and kind to everyone with whom they come into contact, even though they sometimes have to deliver difficult messages, or deal with callers who are in need and just want to talk. The Board pays tribute to their work and their integrity.

The Board has also contributed a great deal over the past year and everyone gives generously of their guidance and time. Thank you to them all. This year, I especially want to mention the Board's thanks to Peter Fitt, our Company Secretary, who spends much time making sure that things are ticking over, attending relevant meetings, overseeing the finances and being available for discussions and to Adrian Livelsey, our Vice-Chairman, who has just stepped down from chairing the Special Individual Needs Committee, after ten years. I know that his good humour and

efficient management, (though not necessarily his support for Liverpool Football Club!) will be missed.

I would also like to thank all the people who help us carry out the work with the Respite Care scheme, the Special Individual Needs Committee and the Equipment Pool, plus all the colleagues in Catalyst House who are there to help with advice or support, including the brilliant staff on the Reception desk. Thank you, too, to colleagues from the statutory and voluntary sectors, such as the CVSs, who are always there to discuss and help with queries or ideas.

People are so very generous with their time and expertise. This underlines the fact that whatever framework we have to operate within, it is the human beings working together who make the difference the positive and ongoing contribution to health care within our communities.

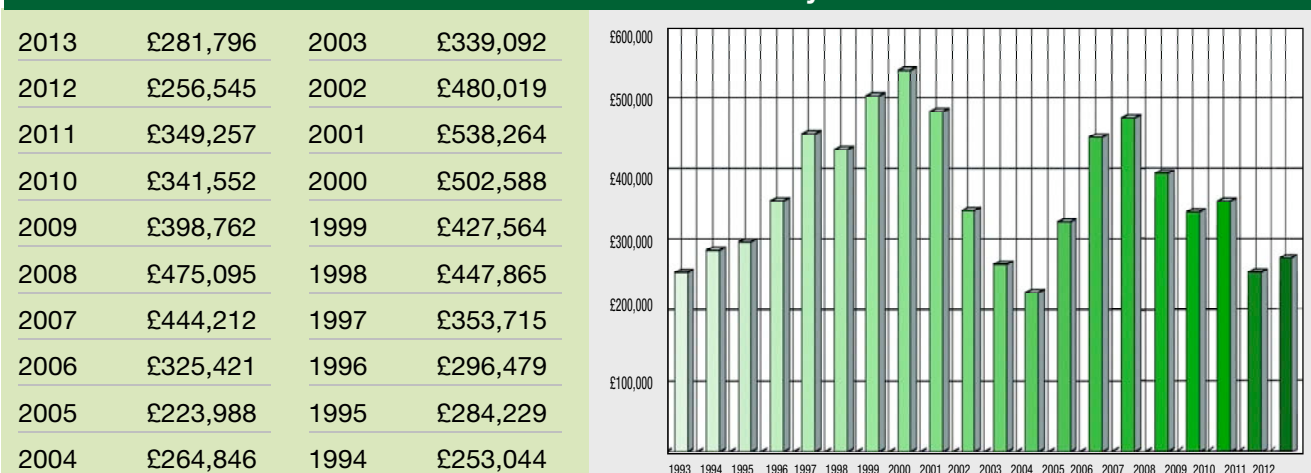
**Christine Hayward** - Chairman

### Catalyst wins Best Grant Giver in East Anglia Award

*The Colchester Catalyst Charity has won an award for Best Grant Giver in the Institute of Fundraising's East Anglia Committee's Awards. We were nominated by Colchester Hospitals Charity. Here is a photo of Rodney Appleyard, the Charity's Development Officer, receiving the award on behalf of Catalyst at the Imperial War Museum at Duxford. Rodney is pictured with Caroline Bates of the Colchester Hospitals Charity.*



**Total Value of Grants on a Year-by-Year basis**



## Independent Auditor's Report

TO THE TRUSTEES OF COLCHESTER CATALYST CHARITY

We have audited the financial statements of Colchester Catalyst Charity for the year ended 30 September 2013 set out on pages 16 to 22. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practice).

This Report is made solely to the Charity's Trustees as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and its Trustees as a body, for our audit work, for this Report, or for the opinions we have formed.

### Respective responsibilities of Trustees and Auditors

As explained more fully in the state of Trustees' responsibilities, the Trustees are responsible for the preparation of accounts which give a true and fair view.

We have been appointed Auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### Scope of the audit of the accounts

An audit involves obtaining evidence about the amount and disclosures in the accounts sufficient to give a reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assurance of: whether the accounting policies are appropriate to the Charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the Accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the Charity's affairs as at 30th September 2013 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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

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

- the information in the Trustees Report is inconsistent in any material respect with the accounts; or
- sufficient accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

### Rachel Skells

BA FCA (Senior Statutory Auditor)  
for and on behalf of

Whittle & Co Chartered Accountants  
Statutory Auditor  
Whittle & Partners LLP  
Century House South  
North Station Road  
Colchester  
Essex  
CO1 1RE

Dated: 14th January 2014

Whittle & Co is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

## Administrator's Report

FOR THE YEAR ENDED 30 SEPTEMBER 2013

Since Catalyst became a grant making charity in 1990, more than £8 million has been given in grants.

This is my fourth Administrator's report for Catalyst and we continue to work closely with a small dedicated team comprising Rodney Appleyard, our Development Officer, Wendy Larkin, Administrative Assistant and myself. We all feel very happy and privileged to be working for the Catalyst Charity, by bringing help to those people who fall outside the remit of the statutory bodies.

During the year, the Catalyst Trustees considered 44 General Applications from various organisations in our area of operation, of which 21 (48%) were successful. Nearly £107,000 was spent on general grants (£77,000 last year).

The overriding aim of the Catalyst Charity is to provide support where it will benefit the greatest number of people by making direct contributions to organisations for specific and well defined projects. With this in mind two of our largest grants this year have been to St. Helena Hospice and Colchester Hospitals Charity.

We were pleased to make a grant of £17,000 to Colchester Hospitals Charity in respect of a patient hoist and waiting area furnishings for the new Radiotherapy Centre at Colchester General Hospital that will provide oncology and haematology services to over 370,000 residents from Colchester

and north Essex. This new Centre will address the increasing need for advanced cancer treatments and state of the art facilities to support the increasing demands of the rapidly growing population. However, the grant will cover items which would not have been funded by the statutory authority, but will enhance the patient experience.

Our grant of £20,000 to St. Helena Hospice St Helena Hospice supported an innovative and exciting project with the aim of preventing location being a barrier to patients' access to services and thus allowing patients to be cared for in their preferred place of care. The project will enable clinical staff to access and update patients' records instantaneously whilst working out in the community. As most patients



Stephanie Grant - Administrator

choose to be cared for in their own homes, time saved through instant patient records access will lead to both a greater number of visits to patients and more time being spent with individual patients.

Another exciting new project was the grant we made to Outlook Care to fit a Sensory room at Foxburrow

### Special Car Seat for Edie

■ Catalyst have recently part funded, from the Special Individual Needs Programme, a specialist car seat for Edie Pearcey-McDaid which the family received in June 2013. Ms Pearcey reported that "it has improved Edie's safety and security and also improved our peace of mind knowing our little Houdini cannot escape from the shoulder straps. We'd just like to give you our very heartfelt thanks knowing that Edie will be safe and sound travelling in the car for years to come".



Grange. Foxburrow Grange is a specialist residential nursing and dementia care home designed to meet the needs of people with advanced dementia and to provide the associated high standard of care. This special room will be used specifically in relation to reminiscence, stress management, health and other well being related activities. It is hoped that this facility will enhance each individual's quality of life irrespective of illness or disability.

Both residents and members of the community will have access to this facility. .

We were delighted to make a grant towards the cost of a powerbox for the Adult Acquired Speech and Language team to fund a Powerbox 7 with the software. This equipment will be used to help those patients in the Colchester and Tendring area who have a diagnosis of Motor Neurone Disease. Due to the quick deterioration of the disease the intelligibility of speech can be significantly reduced making it very difficult to express thoughts and needs. The powerbox has been put into a communication aids loan pool thus allowing quicker

assessment and implementation of the device to empower others to communicate in and out of their homes.

Other grants included a contribution towards coaching and equipment for Disability 4 Sport, two Birthing Pools for Colchester Hospitals Charity, an Abdominal 'Greys' retractor at the Urology Cancer Centre and support for Tendring Community Voluntary Services very successful Health and Well Being Day which in future will be self funding.

We continue to support counselling services and this accounted for over £9,000 during 2012-2013.

Special Individual Needs (SIN) grants continue to be an important part of our work. There were 218 applications and 185 were successful. Once again the vast majority of grants provided mobility equipment for those who could not obtain it from statutory providers. We continue to work in partnership with the Neuro Rehabilitation Unit at Colchester General Hospital to bulk purchase 3 and 4 wheeled

walkers which they distribute as necessary. We also work in partnership with North Essex Wheelchair Services and have an arrangement with Anglian Community Enterprise to part fund children's sleep systems.



Wendy Larkin - Assistant to Administrator

The SIN Committee has, until recently, been chaired by Adrian Livesley, one of Catalyst's Directors. We regularly receive letters and cards of thanks from individuals and their carers who are so grateful for the help provided – our SIN scheme clearly conforms with Catalyst's criteria of using our funds to help relieve the sick and suffering in North-East Essex.

The Catalyst respite scheme continues to represent the largest part of our budget and in the year 2012-2013 £109,049 was spent on arranging short term respite care. This scheme allows full-time carers to have a break from their caring duties. We work in partnership

#### General Applications from Organisations

| Year Ending            | 30/09/13 | 30/09/12 | 30/09/11 | 30/09/10 | 30/09/09 |
|------------------------|----------|----------|----------|----------|----------|
| From Organisations     | 44       | 34       | 51       | 38       | 34       |
| Successful             | 21       | 17       | 21       | 26       | 21       |
| Unsuccessful/withdrawn | 16       | 14       | 21       | 10       | 13       |
| Deferred               | 7        | 3        | 9        | 2        | 6        |

#### Special Individual Needs Applications

| Year Ending            | 30/09/13 | 30/09/12 | 30/09/11 | 30/09/10 | 30/09/09 |
|------------------------|----------|----------|----------|----------|----------|
| From Individuals       | 218      | 185      | 223      | 272      | 287      |
| Successful             | 185      | 142      | 177      | 234      | 252      |
| Unsuccessful/withdrawn | 23       | 40       | 37       | 26       | 25       |
| Deferred               | 10       | 3        | 9        | 12       | 10       |

▶ with about a dozen care organisations, listed on page 13 of this report. Our partners are trained as assessors, and each organisation has an agreed annual budget. We monitor the activity and meet together as a group twice each year.



The Catalyst Charity's website

In communicating Catalyst's activities our website [www.colchestercatalyst.co.uk](http://www.colchestercatalyst.co.uk) provides a wealth of information about our services and grants in addition to having links to partner sites providing advice, support and services to help improve

healthcare in North East Essex. Application forms for General and Special Individual Needs grants are

available to download from the site, as well as copies of past Annual Reports together with a regularly updated news section. We also produce a quarterly electronic Update Newsletter.

Finally I would like to take this opportunity to thank all my colleagues, Catalyst's Chairman Christine Hayward, Peter Fitt,

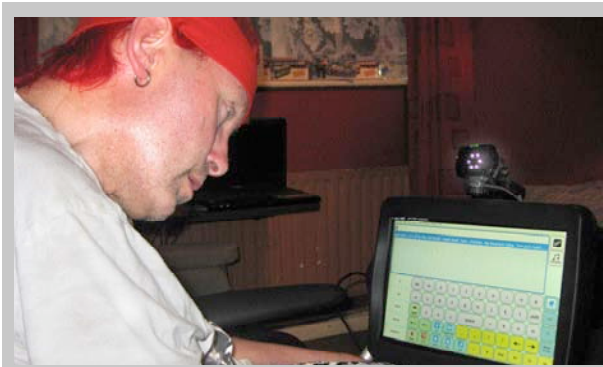


Mistley Kids Club

*During the Easter holidays we were lucky enough to take some of our children with additional needs to Mersea Outdoors Centre where they had great fun doing assault courses, climbing wall, zip wire, low ropes and high ropes. They had such a great time that hopefully will be able to go most school holidays. We would like to thank the Colchester Catalyst Society for funding children to attend these days.*

Company Secretary, the Board, Development Officer Rodney Appleyard, assistant Wendy Larkin and our partner charities and organisations for all their help, support and encouragement during the past year.

**Stephanie Grant**  
Administrator February 2014



*Christopher with his new powerbox loaned to him from the Communication Aid Pool.*

## Success continues for Wheelchair Charity

The Colchester Wheelchair Loan Charity was set up five years ago by Bartholomew Walsh with only a few second-hand wheelchairs and a grant from the Colchester Catalyst Charity. From this small beginning it has grown to become one of Colchester's most important front-line facilities for the free loan of wheelchairs to those who need one for a short period of time. This may be to enable a patient's release from hospital after an operation or accident, to take an elderly or frail relative on holiday or, perhaps, a special day out. Regardless of the need the Charity will provide wheelchairs on free loan for periods of up to three months.

Bart Walsh, whose hard work has ensured the success and significant growth of the Charity during his time in charge, reports that the stock now stands at over 130 lightweight, folding wheelchairs. Almost 3000 people

have borrowed wheelchairs since the facility started with figures for 2013 showing record numbers out on loan. However, this year he is standing down and Sally Cheves, another volunteer who joined the charity a year ago, will be taking over the day to day administration with the support of the other dedicated volunteers.



Wheelchairs will still be available Monday to Thursday mornings, 10 - 12, from the base in Newcomen Way on the Severalls Business Park in Colchester, Telephone 01206 518524. **Interested in becoming a volunteer?** Then please phone or drop in during opening hours.



## Main Grants & Donations over £1000

1ST OCTOBER 2012 – 30TH SEPTEMBER 2013

| Organisation                          | Project                                  | Amount  |
|---------------------------------------|--|---------|
| St Helena Hospice                     | Modernisation of IT System               | £20,000 |
| Colchester Hospitals Charity          | Patient Hoist & Waiting area furnishings | £17,000 |
| Outlook Care                          | Sensory Room                             | £ 9,201 |
| Colchester Hospitals Charity          | Birthing Pool                            | £ 7,500 |
| Urology Cancer Centre                 | Abdominal "Greys" retractor              | £ 5,000 |
| Leonard Cheshire Disability           | Lift at Seven Rivers                     | £ 5,000 |
| Stepping Stones Play & Learn Group    | Covered Area for Children                | £ 4,728 |
| Adult Acquired Speech & Language Team | Powerbox                                 | £ 4,344 |
| Colne Housing                         | Disabled Access                          | £ 3,769 |
| Short Term Wheelchair Loan Charity    | Replacement Wheelchairs                  | £ 3,275 |
| CVST                                  | Health Expo                              | £ 2,500 |
| Walk Colchester                       | Storage for BOMA                         | £ 2,475 |
| Disability 4 Sport                    | Coaching & Equipment                     | £ 2,200 |
| Mistley Kids Club                     | Respite Kids Club                        | £ 1,500 |
| Tending Specialist Stroke Services    | Respite Breaks                           | £ 1,500 |
| Open Road                             | SOS Bus Equipment                        | £ 1,380 |
| Bright Lives                          | Ramps & Sound Loop                       | £ 1,238 |

### Opening of Sensory Room at Foxburrow Grange



David Thomas – Chairman, Angela Rippon and Penny Taylor Chief Executive in the Sensory Room at the opening of Foxburrow Grange in July 2013.

are more bedrooms for nursing home residents – each of these rooms has a view of landscaped gardens. Foxburrow Grange is also a community hub with an all day café that welcomes local people, residents' families, schools and voluntary organisations. Other services on offer include a mini gym, cinema, internet café, sensory room, assisted bathing and pampering and a beauty salon.



'Snip', enjoying the Sensory Room at Foxburrow Grange

Outlook Care have recently opened Foxburrow Grange, a new nursing home in Colchester. Foxburrow Grange is equipped with the most innovative nursing facilities available to bring first class dementia and complex nursing care together. There are

66 en-suite bedrooms. On the ground floor there are bedrooms for residents with dementia and all of these rooms are fitted with the latest Dementia Safe system. All rooms have their own terrace and open on to beautiful secure gardens. On the first floor there

## Development Officer's Report

FOR THE YEAR ENDED 30 SEPTEMBER 2013

2012-2013 was a very busy year for us, with our full grant allocation being awarded to a wide range of interesting and diverse applicants. We welcomed the variety of requests and would like to see even more unique projects coming through in the future.

Despite the increasingly difficult financial climate faced by the community and voluntary sector due to statutory cuts, we appreciate how hard it is for organisations to initiate new projects when they are concerned mainly about protecting their core services. However, I am always inspired by the resourcefulness and imagination of groups in North East

Essex, who continue to set-up new schemes to improve the health of the most vulnerable people in our region, regardless of the challenges.

We are also very pleased with the way our partnerships are developing with other grant-giving charitable organisations. On many occasions, we have match-funded projects and sign-posted applications to other grant providers when requests do not completely fit our criteria. The Jude Brady Foundation (which dedicates its funds to help young children in need) has provided additional support for a number of different projects we have supported recently that benefit



Development Officer Rodney Appleyard

children. We are always interested in nurturing new relationships like this, so we can unlock additional grants to support important health projects.



### Disability4Sport

Over the course of a year, we worked with Disability4Sport, a Community Interest Company, to develop their application for funding, which we accepted because we were impressed with their passion to help improve the lives of young disabled people within North East Essex. During this year, Disability4Sport was awarded funds from The Big Lottery to provide sporting training for young people in schools to improve their health. This is a good example of a new CIC we have supported recently, which has the same values of a traditional charity, despite being structured differently. However, we want to make it clear that whenever we look closely at the structure of organisations, we will not

**CASE STUDY**

**St Helena Hospice**

The Hospice approached us to help fund a new IT system, which allows community nurses and other medical staff to record important information on patients remotely, meaning they can spend more time helping them inside their homes instead of travelling back to the office to fill in paper-work.



significant difference to the speed that Hospice Nurse Specialists can enter patient information.

Kathryn Davies, Head of Community Services, said: "The impact of Catalyst's investment has been huge in so many ways; it has allowed our teams to use their time more effectively. With information



The Department of Health initially provided £79,964 to get this project off the ground, which made it more appealing for Catalyst to release a further £20,000 to really make an impact at the Hospice. Being able to now work remotely has made a

being entered during the working day rather than at the end of it, communication with the wider team is enhanced; recorded information can be shared back at the base if a query about that patient is made at another stage in the day. The bottom line is it enables us to help more people effectively within in our community."



One of our biggest grants last year was awarded to St. Helena Hospice, which involved Catalyst providing £20,000 worth of match-funding. The grant has been spent on setting up a new

system that has allowed nurse specialists, occupational therapists and physiotherapists to update records on patients remotely. As a result, the care staff can now spend considerable

more time caring for the patients inside their homes.

We also provided £9,201 worth of funding for Not-For-Profit dementia home, Outlook Care, to



fund any projects that should be the responsibility of a statutory body. We agreed to provide £2,200 of pump-priming funds to get their project off the ground within the local community, to provide training sessions for young people with disabilities. Colne Housing agreed to provide £1,800 worth of match-funds and extra business mentoring support, to help the organisation to become more sustainable in the future.

The CIC is managed by two young people who have overcome many physical, social and emotional hurdles in their lives. They have also played sport at a national level, which is an inspiration to the disabled young people they work with. Jordan Smith and Abigail Saxon, the Directors of Disability4Sport, said the grant will make a huge difference to the lives of young people with disabilities. "Without the support of Catalyst,

guiding us through the process and being patient with us as we responded to their feedback, a large number of young people with disabilities and low levels of confidence would not have been able to improve their physical and emotional well-being. We can't wait to show these people what's possible with self-belief and taking part in these sporting session. We will also make sure they have fun in the process."

- ▶ build a new sensory room, which provides a very relaxing and therapeutic environment for the residents.

In addition to providing £4,728 to Children's Charity Stepping Stones to set-up a new shaded area for young children with disabilities (used inside the playground), we also awarded £2,200 to Community Interest Company Disability4Sport. This organisation will spend these funds on offering new sporting opportunities for young disabled people within North East Essex, which will improve their physical and mental well-being. This idea was inspired by the Paralympics and is organised by two young people who also have disabilities - so they fully understand the needs of the users.

This project is a good example of how Catalyst works in partnership with other health-related grant giving organisations to open the door to other funding opportunities. Colne Housing provided £1,800 of additional funds towards the costs of this project. Colne also agreed to offer free



Children from the Mistley Kids Club enjoying a day out in Danbury last summer funded by a grant from the Catalyst Charity.

support to Disability4Sport in the way of developing its business plan and providing financial advice to enhance the sustainability of the organisation in the future.

We have already experienced a good start to 2013/2014 with a number of awards being granted to some very

interesting projects. But we always want to hear more from all of you about your future plans. Please get in touch so that we can pay you a visit and listen to your vision:

[rodney.appleyard@colchestercatalyst.co.uk](mailto:rodney.appleyard@colchestercatalyst.co.uk)

**Rodney Appleyard**

### Young Carers from the Colchester Carers' Centre enjoying a day out in Maldon

The Colchester Carers' Centre is now in its 14th year and the Young Carers' Project has been supported by the Catalyst Charity for many of those years. The Project provides a family environment and gives the children some time out from caring by organizing activities such as Tenpin Bowling, roller skating and Mersea Outdoors. Young Carers have a very limited childhood and these activities allow the children to relax and to have a break from their caring duties.



**CASE STUDY**

**CVST Health and Wellbeing Day Event 2013**

Following the success of the Health Expo 'Your Life, Your Health' in 2012, which Catalyst supported with £5,000 worth of funding, we agreed to provide a further £2,500 to run this event again in 2013. This year, it was also part-funded by The Big Lottery Fund.

Sharon Alexander, the CEO of CVST, said the purpose of the event (which was renamed the 'Health and Wellbeing Day 2013') was to inspire local people to achieve a healthier lifestyle by bringing together a wide variety of health and wellbeing providers, spanning conventional and alternative therapies.

"People learnt about how to help themselves feel better, be more independent, plus take more responsibility for their own health and lifestyle choices. In total, three hundred and forty five people attended the event. Exhibitors were on hand to offer information and advice, alongside an abundance of entertaining and informative



demonstrations. We found gaps in services around mental health issues, including the need for more counselling and befriending services."

CVST asked a number of attendees if they would be making any changes to their lifestyle as a result of the event. 74% of 125 people said they would do more exercise, 55% of 110 people said they would change their diet and 53% of

102 said they would take better care to self-manage their health conditions in the future.

The Five Rivers Abdominal Aortic Aneurysm (AAA) Screening Programme attended the event, offering free AAA ultrasound tests to men over 65. They said: 'One AAA was identified, enabling monitoring and treatment to be provided to the gentleman. If undetected, the condition can be fatal with around 6,000 people dying every year from a burst AAA.'

This event is a good example of a project that Catalyst initially funded to reach a large number of people, with the view to it being able to be fund itself independently in the future. The 2013 event attracted twice as many people as 2012. We expect it will continue to grow in popularity and fund itself in forthcoming years.



**The following local caring organisations receive funding from the Colchester Catalyst Charity for the provision of respite breaks for carers and their families.**

- Family Support Clacton - 01255 432132
- Colchester Gateway Club - 01206 867415
- Colchester Carers' Centre - 01206 560997
- Crossroads Care Tendring & Colchester - 01255 860960
- Essex Carers' Support - 01255 474410
- Halstead Day Centre - 01787 476253
- Headway Essex - 01206 768797

- Mistley Kids Club - 07809 176252
- MS Respite - 01255 820025
- Parkinson's UK Colchester - 0844 225 3616 (local rate)
- Parkinson's UK Clacton - 0844 225 3778 (local rate)
- SCOPE - 01206 764633
- Tendring Specialist Stroke Services - 01255 815916
- Terence Higgins Trust East - 01206 798595

## Trustees' Report

YOUR TRUSTEES PRESENT THEIR REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH SEPTEMBER 2013

### Constitution and Origins

The Company is limited by guarantee (number 634588), governed by a Memorandum and Articles of Association and is a Registered Charity (number 228352).

At 30th September 2013 there were 50 members.

Registered Office: Catalyst House, Newcomen Way, Colchester CO4 9YR.

Colchester Catalyst Charity became a grant making charity in 1990 following the sale of the Colchester Oaks Hospital, in Oaks Drive, to Community Hospitals PLC. The sale was conditional on Community building a new hospital, to an agreed high specification, by 1994 - this was done and the new Oaks Hospital off Mile End Road was opened in January 1994.

With the agreement of the Charity Commissioners the Directors decided to devote the income, from the invested funds resulting from the sale 'for the relief of the sick or suffering of North East Essex'.

The Charity is administered by a Board of Trustees.

### Trustees

The following persons being Directors of the Company held office as Trustees since 1st October 2012:

|                              |                   |
|------------------------------|-------------------|
| C Hayward MBA                | Chairman          |
| P W E Fitt FCA               | Company Secretary |
| Dr N J Busfield MA, PhD      |                   |
| Dr M P Hickman MB B.Chir DCH |                   |
| A W Livesley LI.B            |                   |
| M F Pertwee BA (Hons)        |                   |
| Dr T P Rudra MBBS, FRCP      |                   |

### Administrator and Assistant

S Grant & W Larkin

### Development Officer

R Appleyard BA (Hons)

### Relevant Organisations

|                      |  |
|----------------------|--|
| Bankers:             | National Westminster Bank, Colchester            |
| Solicitors:          | Birkett Long, Colchester                         |
| Accountants:         | Peter Fitt Chartered Accountants, West Mersea    |
| Auditors:            | Whittle & Co., Chartered Accountants, Colchester |
| Investment Advisors: | Newton Investment Management Ltd., London        |

### Appointment, Induction and Training of New Trustees

Nominations for the appointment of new Trustees are made based on the established knowledge and experience of the candidate and on the likely contribution that the candidate may make to the work of the Charity. All Trustee appointments are subject to election at an AGM and all Trustees are subject to re-election at an AGM every three years.

Trustees are provided with appropriate information and guidance on induction; no other formal training is provided to Trustees.

### Objectives and Activities

The objective of the Charity is the relief of the sick or suffering of North East Essex. The Trustees confirm that they have referred to the guidance contained in the Charity Commissions general guidance on public benefit when planning its future activities and setting the grant making policy for the year.

Details of the Charity's activities and achievements during the year are set out in the Administrator's Report.

### Grant Making Policy

The Charity's detailed grant making criteria are set out elsewhere in this report. All applications for grants are considered by Trustees and are formally approved. An annual grants budget is set by the Trustees.

### Investment Policy

The investment policy is determined by the Trustees, with the benefit of external advice, after considering income requirements, risk profile and stock market prospects in the short and medium term.

**Reserves Policy**

The Trustees have adopted a policy of endeavouring to retain sufficient funds to maintain the Capital Reserve as at 30th September 1989 adjusted for inflation. The Capital Reserve as at 30th September 2013 required by this policy amounted to £10,205,823 (2012-£9,937,510). It is intended that this policy will be adhered to for the foreseeable future whilst recognising that there may be temporary shortfalls in consequence of fluctuations in stock market values.

**Risk Statement**

The Trustees confirm that the major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate these risks.

**Financial Results**

The results are shown in the financial statements of which the following is a summary:-

|  | 2013             | 2012             |
|--|------------------|------------------|
|  | £                | £                |
| Direct Charitable Expenditure                  | 321,413          | 297,688          |
| Surplus/(Deficit)                              | 16,466           | (23,415)         |
| Realised Gains on Sales of Investments         | 151,481          | 55,098           |
| Unrealised Gains on Valuation of Investments   | 892,492          | 860,195          |
| <b>Total Net Assets at 30th September 2013</b> | <b>9,757,571</b> | <b>8,682,132</b> |

**Plans for Future Periods**

The Trustees plan for the foreseeable future to continue making grants with a view to making a positive contribution to improving care of the sick or suffering of North East Essex.

**Trustees' Responsibilities**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources, including income and expenditure for the financial year. In preparing those financial statements, the Trustees should follow best practice and:-

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

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

**Auditors**

Whittle & Partners LLP - practising as Whittle & Co. has indicated its willingness to continue in office and will be proposed for reappointment in accordance with section 485 of the Companies Act 2006.

**Statement of Disclosure to Auditor**

- (a) So far as the Trustees are aware, there is no relevant audit information of which the Company's Auditors are unaware; and
- (b) they have taken all steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the Company's Auditors are aware of that information.

By Order of the Board



**P W E FITT**  
Company Secretary

Dated: 14th January 2014

P W E Fitt

## Statement of Financial Activities

FOR YEAR ENDED 30TH SEPTEMBER 2013

|  | NOTES | 2013<br>Unrestricted<br>Funds<br>£ | 2012<br>Unrestricted<br>Funds<br>£ |
|--|-------|------------------------------------|------------------------------------|
| Incoming Resources                                   |       |                                    |                                    |
| Investment Income                                    |       | 351,686                            | 287,515                            |
| Subscriptions, etc                                   |       | 298                                | 412                                |
| Total Incoming Resources                             |       | <u>351,984</u>                     | <u>287,927</u>                     |
| Resources Expended                                   |       |                                    |                                    |
| Charitable Activities                                |       |                                    |                                    |
| Charity Support Costs                                | 11    | 39,617                             | 41,143                             |
| Grants and Donations                                 | 13    | 281,796                            | 256,545                            |
|  |       | <u>321,413</u>                     | <u>297,688</u>                     |
| Investment Management Costs                          |       | -                                  | 224                                |
| Governance Expenditure                               | 12    | 14,105                             | 13,430                             |
| Total Resources Expended                             |       | <u>335,518</u>                     | <u>311,342</u>                     |
| Net Incoming/(Outgoing) Resources                    |       | 16,466                             | (23,415)                           |
| Gains on Investment Assets                           |       |                                    |                                    |
| Realised   |       | 151,481                            | 55,098                             |
| Unrealised   |       | 892,492                            | 860,195                            |
| Net Movement in Funds                                |       | <u>1,060,439</u>                   | <u>891,878</u>                     |
| Fund Balances brought forward at 1st October 2012    |       | <u>8,682,132</u>                   | <u>7,790,254</u>                   |
| Fund Balances carried forward at 30th September 2013 | 10    | <u>9,742,571</u>                   | <u>8,682,132</u>                   |



## Income and Expenditure Account

FOR YEAR ENDED 30TH SEPTEMBER 2013

|                                       | NOTES    | £       | 2013<br>£      | £       | 2012<br>£       |
|---------------------------------------|----------|---------|----------------|---------|-----------------|
| Income from Investments               |          |         | 351,686        |         | 287,515         |
| Subscriptions, etc                    |          |         | 298            |         | 412             |
| <b>Total Income</b>                   |          |         | <b>351,984</b> |         | <b>287,927</b>  |
| Charity Support Costs                 | 11       | 39,617  |                | 41,143  |                 |
| Management and Administration         |          | 14,105  |                | 13,654  |                 |
| Grant and Donations                   | 13       | 281,796 |                | 256,545 |                 |
| <b>Total Expenditure</b>              |          |         | <b>335,518</b> |         | <b>311,342</b>  |
| <b>Surplus/(Deficit) for the year</b> | <b>8</b> |         | <b>16,466</b>  |         | <b>(23,415)</b> |

## Statement of Total Recognised Gains and Losses

FOR YEAR ENDED 30TH SEPTEMBER 2013

|  | 2013<br>£        | 2012<br>£      |
|--|------------------|----------------|
| Surplus/(Deficit) for the year                     | 16,466           | (23,415)       |
| Realised Gains on Sale of Investments              | 151,481          | 55,098         |
| Unrealised Increase in market value of investments | 892,492          | 860,195        |
| <b>Total recognised Gains relating to the year</b> | <b>1,060,439</b> | <b>891,878</b> |

## Balance Sheet

AS AT 30TH SEPTEMBER 2013

|   | NOTES | £         | 2013<br>£        | £         | 2012<br>£        |
|---|-------|-----------|------------------|-----------|------------------|
| <b>FIXED ASSETS</b>                         |       |           |                  |           |                  |
| Investments                                 | 4     | 9,608,966 |                  | 8,709,395 |                  |
| Programme Investments<br>(Charitable Loans) | 6     | 12,300    |                  | 24,114    |                  |
|   |       |           | 9,621,266        |           | 8,733,509        |
| <b>CURRENT ASSETS</b>                       |       |           |                  |           |                  |
| Cash at Bank                                |       | 214,679   |                  | 25,745    |                  |
| <b>CREDITORS</b>                            |       |           |                  |           |                  |
| Amounts falling due within one year         | 7     | 93,374    |                  | 77,122    |                  |
|   |       |           |                  |           |                  |
| <b>NET CURRENT (LIABILITIES)/ASSETS</b>     |       |           | <b>121,305</b>   |           | <b>(51,377)</b>  |
| <b>NET ASSETS</b>                           |       |           | <b>9,742,571</b> |           | <b>8,682,132</b> |
| <b>RESERVES</b>                             |       |           |                  |           |                  |
| Unrestricted Capital Fund                   | 9     |           | 9,742,571        |           | 8,682,132        |
|   |       |           |                  |           |                  |

The Financial Statements have been prepared in accordance with Part VII Companies Act 2006 in relation to small companies.

Approved by the Board on 14th January 2014

C HAYWARD

P W E FITT

} DIRECTORS

# Notes to the Financial Statements

FOR YEAR ENDED 30TH SEPTEMBER 2013

## 1 Accounting Policies

### Basis of Accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the provisions of the Companies Act 2006, the Statement of Recommended Practice (SORP) Accounting for Charities March 2005 and applicable accounting standards.

Exemption has been taken from preparing a cash flow statement on the grounds that the Company qualifies as a small company.

### Income

Donations are accounted for when received by the Charity. Other income including income tax recoverable is accounted for on an accruals basis as far as it is prudent to do so.

### Tangible Fixed Assets

The tangible fixed assets are stated in the Balance Sheet at costs less aggregate depreciation written off to date. Freehold properties held as investments are stated at market value.

### Quoted Investments

Quoted investments are included at quoted saleable value as at the close of business on the balance sheet date, any surplus or deficit arising on such valuation is carried to Capital Fund.

### Grants and Donations Payable

Grants and donations payable are recognised as expenditure when the grant is approved.

### Gifts in Kind

The Charity receives the benefit of work carried out by volunteers. No value is placed on this in the financial statements.

## 2 Taxation

The Company is a charity and is not liable to Corporation Tax on income. It is entitled to receive certain types of investment income without deduction of Income Tax at source.

Expenditure includes where appropriate irrecoverable Value Added Tax.

## 3 Format of Financial Statements

In preparing these financial statements the arrangement, headings and sub-headings required by the Companies Acts have been adapted to suit the special nature of the Company's activities.

## Notes to the Financial Statements continued

### 4 Investments at Market Value

|   |                  | 2013<br>Market<br>Value |                  | 2012<br>Market<br>Value |
|---|------------------|-------------------------|------------------|-------------------------|
| Quoted Investments  | Cost<br>£        | £                       | Cost<br>£        | £                       |
| Charifund<br>225845.970/215873.403 Income Units   | 1,850,158        | 2,956,948               | 1,750,158        | 2,451,232               |
| Charishare<br>645830.368 Income Shares  | 1,364,659        | 3,118,069               | 1,364,659        | 2,791,279               |
| Newton Investment Management<br>Managed Portfolio (of which £20,676<br>held as cash 2012 £53,722) | 2,271,629        | 3,533,949               | 1,951,174        | 3,053,508               |
|   | <u>5,486,446</u> | <u>9,608,966</u>        | <u>5,065,991</u> | <u>8,296,019</u>        |
| <b>Freehold Property held as Investments</b><br>27 Oaks Drive, Colchester                         | -                | -                       | 200,020          | 413,376                 |
|   | <u>5,486,446</u> | <u>9,608,966</u>        | <u>5,266,011</u> | <u>8,709,395</u>        |

|  | 2013<br>£        | 2012<br>£        |
|--|------------------|------------------|
| <b>Investment movements in year</b>          |                  |                  |
| <b>Quoted investments</b>                    |                  |                  |
| Market Value brought forward                 | 8,296,019        | 7,497,702        |
| Disposals at carrying value                  | (1,1132,849)     | (1,203,845)      |
| Net gain on revaluation                      | 892,492          | 860,195          |
| Additions                                    | 1,553,304        | 1,141,967        |
|  | <u>9,608,966</u> | <u>8,296,019</u> |
| Market value carried forward                 | 9,608,966        | 8,296,019        |
| <b>Freehold Property held as investments</b> |                  |                  |
| Market Value brought forward                 | 413,376          | 250,000          |
| Additions                                    | 6,885            | 163,376          |
| Disposals at carrying value                  | 420,261          | -                |
|  | <u>-</u>         | <u>413,376</u>   |
| Market Value carried forward                 | -                | 413,376          |
| <b>Total Investments</b>                     |                  |                  |
| Market Value carried forward                 | <u>9,608,966</u> | <u>8,709,395</u> |

|  | 2013<br>£     | 2012<br>£     |
|--|---------------|---------------|
| <b>5 Programme Investments</b>                     |               |               |
| <b>Charitable Loans</b>                            |               |               |
| Clacton Family Trust Limited repayable by May 2013 | -             | 11,814        |
| SCANS repayable by 2013                            | 10,000        | 10,000        |
| Individual loan                                    | 2,300         | 2,300         |
|  | <u>12,300</u> | <u>24,114</u> |

| 6 Creditors: falling due within one year | 2013          | 2012          |
|--|---------------|---------------|
|  | £             | £             |
| Accruals                                 | 11,950        | 11,770        |
| Other Creditors                          | 5,263         | 3,415         |
| Grants Approved not yet paid             | 76,161        | 61,937        |
|  | <u>93,374</u> | <u>77,122</u> |

| 7 Surplus/(Deficit) for the Year<br>is stated after charging: | 2013           | 2012           |
|---|----------------|----------------|
|   | £              | £              |
| Auditor's Remuneration<br>and after crediting:                | 3,350          | 3,270          |
| Dividends and Interest Received                               | <u>351,686</u> | <u>287,515</u> |

| 8 Unrestricted Capital Fund                       | 2013             | 2012             |
|---|------------------|------------------|
|   | £                | £                |
| Balance as at 1st October 2012                    | 8,682,132        | 7,790,254        |
| Gains on Investment Assets                        |                  |                  |
| Realised  | 151,481          | 55,098           |
| Unrealised  | 892,492          | 860,195          |
| Transfer from/(to) Income and Expenditure Account | 16,466           | (23,415)         |
| Balance as per Balance Sheet                      | <u>9,742,571</u> | <u>8,682,132</u> |

| 9 Income and Expenditure Account | 2013     | 2012     |
|----------------------------------|----------|----------|
|                                  | £        | £        |
| Balance as at 1st October 2012   | -        | -        |
| Surplus/(Deficit) for the year   | 16,466   | (23,415) |
| Transfer to/(from) Capital Fund  | 16,466   | (23,415) |
| Balance as per Balance Sheet     | <u>-</u> | <u>-</u> |

## Notes to the Financial Statements continued

| <b>10 Charity Support Costs</b> | <b>2013</b>   | <b>2012</b>   |
|---------------------------------|---------------|---------------|
|                                 | £             | £             |
| Salaries                        | 33,679        | 35,349        |
| Employer's National Insurance   | 1,562         | 1,812         |
| Office Expenses                 | 3,432         | 3,058         |
| Publication & Website Costs     | 250           | 234           |
| Miscellaneous                   | 694           | 690           |
|                                 | <u>39,617</u> | <u>41,143</u> |
| <br>                            |               |               |
| Number of Employees             | 3             | 3             |

During the year the Trustees did not receive any remuneration or expense payments.

| <b>11 Governance Expenditure</b> | <b>2013</b>   | <b>2012</b>   |
|----------------------------------|---------------|---------------|
|                                  | £             | £             |
| Audit Fees                       | 3,350         | 3,270         |
| Accountancy                      | 8,400         | 8,000         |
| Sundries                         | 2,355         | 2,160         |
|                                  | <u>14,105</u> | <u>13,430</u> |

| <b>12 Grants and Donations</b> | <b>2013</b>    | <b>2012</b>    |
|--------------------------------|----------------|----------------|
|                                | £              | £              |
| Charities etc.                 | 106,979        | 77,773         |
| Special Individual Needs       | 65,768         | 60,094         |
| Respite Care                   | 109,049        | 116,096        |
| Equipment Pools                | -              | 1,682          |
|                                | <u>281,796</u> | <u>256,545</u> |

A detailed analysis of Grants and Donations made in the year is contained with the Administrator's Report.

## 13 Transactions with Related Parties

Included in these financial statements are the following amounts charged by professional firms and companies in which certain directors have an interest.

| <i>Director</i> | <i>Firm</i>                      | <i>Description of Transaction</i>       | <i>Gross amount inc VAT</i> |        |
|-----------------|----------------------------------|---|-----------------------------|--------|
|                 |                                  |   | 2013                        | 2012   |
|                 |                                  |   | £                           | £      |
| P W E Fitt      | Peter Fitt Chartered Accountants | Accountancy Fees and Disbursements      | 8,400                       | 8,165  |
| M F Pertwee     | Pertwee Estates Ltd.             | Building Project Management Fee inc VAT | -                           | 11,809 |

All transactions were conducted on an arms length basis. There were no other transactions with related parties during the year. At the year end the Charity owed P W E Fitt £8,600 (2012: £8,400); nothing was owed to Pertwee Estates Ltd.

## Criteria for Grant making

### Object

#### **COLCHESTER CATALYST CHARITY**

***aims to help relieve the sick and suffering by making a positive and ongoing contribution to the improvement of health care within the community of North-East Essex specifically where help is not available from statutory organisations.***

### Policy

***The over-riding concern of the Charity is to provide support where it will benefit the greatest number of people, principally by direct contributions to organisations for specific and well defined projects including therapeutic aids, equipment and buildings for medical or nursing care.***

***The Charity recognises the need of some disabled people for specialised equipment.***

***Where it is established that such equipment is not available from statutory organisations a contribution may be made to the cost involved.***

***General funding or contributions to staff or other running costs are excluded but recognising the often overlooked needs of carers the Charity will consider funding respite care provided the care period is well defined, carefully controlled and readily monitored.***

***Where financial help is given the Directors will satisfy themselves that satisfactory management and organisation exists to ensure that the money is properly used and in the case of equipment, that it can be efficiently operated and maintained.***

### Support

***In appropriate cases a grant or loan may be offered for full or part-funding of a project or equipment.***

***No form of retrospective funding can be considered.***

## List of Members AS AT 30TH SEPTEMBER 2013

**President** A H Frost

**Directors**

|              |             |
|--------------|-------------|
| C Hayward    | A Livesley  |
| N J Busfield | M F Pertwee |
| P W E Fitt   | T P Rudra   |
| M P Hickman  |             |

**Members**

|               |               |
|---------------|---------------|
| S Alexander   | S Johns Green |
| R Ashton-Grey | T J R Gordon  |
| S Avery       | D E Lodge     |
| M Batty       | D Lyons       |
| H Beckham     | R Macaulay    |
| C Booth       | K Miles       |
| V Downing     | J A R Parker  |
| J W Eddy      | M Perrins     |
| C File        | M Robinson    |
| A Fossick     | T Rudling     |
| J Fulford     | T L Thomas    |
| P G Glossop   | M Vernon      |
| D Heather     | M White       |
| A Hudson      | J Wright      |
| C Hughes      | J Woodman     |
| C W Jarvis    |               |

**Hon Life Members**

R W Griffin  
 E Hall  
 C F Pertwee  
 B Walsh  
 R W Whybrow

**Other Honorary Members**

M Hart  
 D Parnell  
 C Perry  
 E Thrower

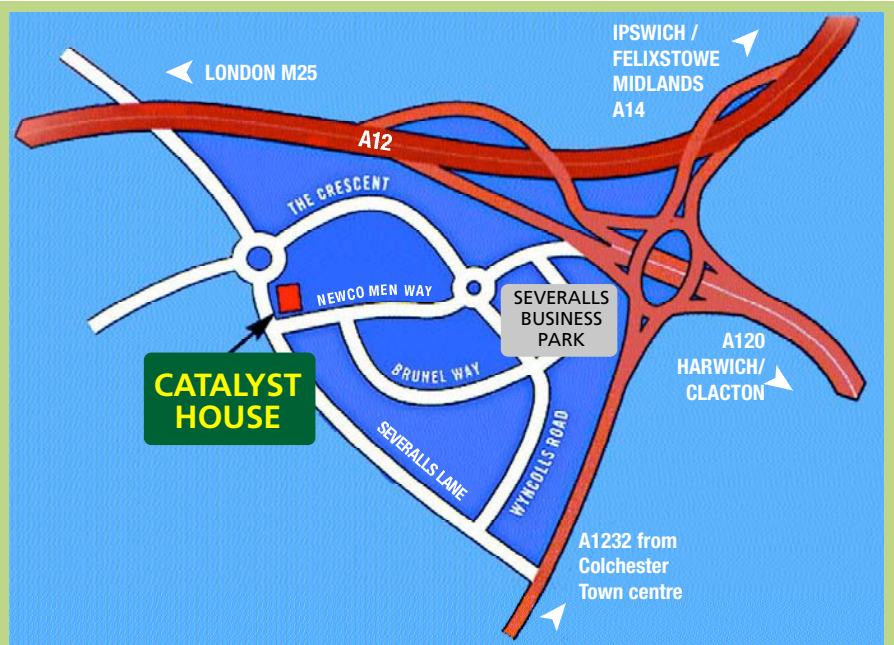
### HOW TO FIND CATALYST HOUSE

**From Colchester town centre**

Find A1232 Ipswich Road going north and turn left at traffic lights at Severalls Lane, proceed for about 3/4 mile and turn right into Newcomen Way. Catalyst House is on the left hand side.

**From Clacton/Harwich**

Travelling from East or West on A120, take exit signposted Colchester (A1232). Pass through traffic lights, ignore first turn left (Ipswich Road) and proceed on roundabout as if going back towards London. Take left slip road into Severalls Business Park on to Newcomen Way. Pass straight on at the small roundabout and after about 1/4 mile Catalyst House can be found on the right just before the T-junction with Severalls Lane.



The Colchester Catalyst Charity, Catalyst House, Newcomen Way, Colchester, Essex CO4 9YR  
 01206 752545 email: info@colchestercatalyst.co.uk www.colchestercatalyst.co.uk