

**Cosmetic, Toiletry & Perfumery Foundation
(Programme Title: “Look Good Feel Better”)
Trustees Report and Financial Statements
31 December 2023**



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Board of Trustees

Geoff Percy - Chairman, CTPF
Mark Spillman - Vice Chair CTPF
Chrys Andradi - Trustee, CTPF
Kenneth Green - Chairman, Kenneth Green Associates
Debbie Lewis - Managing Director, Clarins (UK)
Ruth Newton-Jones - Fragrance Group London
Debbie Hunter – Trustee, CTPF
Ian Marshall - Trustee, CTPF
Louise Wallace – Trustee, CTPF
Charlene Johnson – Chanel (appointed March 2023)
Stuart Sheath – Finance Director, Forma Brands (appointed Sept 2023)
Gill Smith, Managing Director, the Perfume Shop (appointed Nov 2023)
Anna Bartle (resigned June 2023)
Suriya Parksuwan (resigned June 2023)
Allie Crawford (resigned Oct 2023)
Ian Jepson (resigned Nov 2023)

Executive Services

Mark Flannery – Chief Executive, CTPF
Peter Godden (Company Secretary)

Honorary Life President

Richard Bradley

Honorary Vice Presidents

Barbara Daly OBE	Gloria Freilich
Diana Moran	Charles Worthington MBE
Susan Taylor	Per Neuman

Registered and Administrative Office

West Hill House, 32 West Hill, Epsom, KT19 8JD

Auditors

Crowe U.K. LLP, Black Country House, Rounds Green Road, Oldbury, West Midlands B69 2DG

Solicitors

CMS Cameron McKenna Nabarro Olswang LLP, 78 Cannon Street, London EC4N 6AF

Bankers

Barclays Bank Pic, Piccadilly 9, Leicester LE87 2BB

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Trustees Annual Report

Our Vision – To be recognised as one of the UK's leading cancer support charities and the only one dedicated to improving the physical appearance and overall wellbeing of people living with cancer.

Our Mission – We deliver cancer support services in local communities through a series of face to face and online group sessions along with video tutorials to help people face cancer with confidence, to regain their sense of normality, to make friends and most of all to look good and feel better.

The first workshop for women was held in 1994, since then the charity has developed special sessions for young adults and, in 2018, introduced vitally needed services for men. Each group session is led by trained volunteers and is a chance to meet others in a similar situation, as well as learning useful skills and techniques to manage the side-effects of cancer treatment. In 2020 our first online workshops were launched and since then new online services including nail care and body confidence have been introduced.

2023: Overview

2023 was a good year for Look Good Feel Better UK. As the charity continued to recover and adapt from the legacy issues presented by the Covid pandemic, an exciting 3-year strategy was approved by the Board of Trustees in April. The strategy set out a range of growth expectations, both financially and relating to growth in beneficiary numbers and overall charity footprint. Despite the challenges faced and continued financial pressures, Look Good Feel Better delivered growth but also delivered on a number of key projects that were set out in the strategy.

An immediate and key piece of work for 2023 was to improve our brand and overall awareness to drive interest and growth in patient support. A subtle but impactful rebrand of the charity was completed to ensure alignment and coordination of the 'look' of the charity and to ensure the charity looked modern and fresh. To compliment this, the marketing and communications function for the charity was outsourced to a specialist agency to utilise dedicated skills and experience to grow the charity's social media presence and awareness amongst delivery and brand partners.

The charity invested a lot of time in improving its data, resulting in a full geographical audit of the cancer population in the UK, mapped against the current delivery and venue footprint to identify areas of unmet demand. Work was also completed to ensure a more robust data capture process from beneficiaries booking onto workshops to allow clear sight of exactly who was utilising our services. Combined these painted a powerful picture of our growth potential but also in terms of making data-based decisions on future programme delivery.

To support a new approach to fundraising, a full fundraising audit was completed by a specialist, external agency to ensure the vision for growth for the charity could be realised through effective focus and resource deployment in the fundraising team.

Further audits and reviews were carried out as part of selected 'deep dives' into areas such as Grants and Trusts to assess growth potential and resource requirements. The audit work had an

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immediate impact on fundraising across 2023 and further reinforced the confidence in plans for the years of the strategic plan. A number of key projects were implemented such as the introduction of a new regional fundraising model to focus more on local relationships and non-corporate supporters and also the formation and 2024 implementation of a Look Good Feel Better charity lottery, delivered through a specialist charity lotter provider.

Across 2023, Look Good Feel Better also invested in developing and improving its volunteering function, through the recruitment of the charity's first Volunteer Recruitment and Engagement Manager. This role was tasked to improve communications with volunteers, improve the volunteer recruitment journey and to ensure that the charity has sufficient volunteer capacity to deliver the workshops required in the future years of the strategic plan.

As part of this investment, the charity has conducted a full review of Volunteer training and development, is developing a new, overarching volunteer strategy and has made immediate improvements in the process to recognise and reward both excellent performance and length of service.

In 2023, we delivered face to face and online sessions to 10,904 individuals. Overall, there were 16,356 attendees with the different types of session allowing multiple attendances.

We delivered face-to-face workshops during the year in 122 locations with 5 more locations anticipated to re-open (post covid) in 2024. We are actively seeking new venues to support our ambition to grow services again more quickly. Our services include hair care, nail care, styling for confidence, gentle exercise sessions, mindfulness and men's workshops.

Supporting these online services has been made possible through our website and Patient Booking System to allow beneficiaries to link directly to a portal to view all sessions available and make an immediate and direct booking. In 2023, there were 21,120 transactions via the patient booking system and hospital portal.

Financially, as planned, LGFB reported a deficit of £98k which has been funded through the prudent reserves policy.

Donated Products and Services

The Foundation's charitable activities continue to rely on:

- the donation of suitable skincare and cosmetic products for use by the charity's beneficiaries
- compassionate and professional skincare, make-up and grooming consultants who volunteer to host the workshops in hospitals and cancer support centres

The Board recognises the significant benefit to the charity of donated products; over 29 companies donate products in a normal year.

The charity is also very grateful for the significant logistical support it receives from one company, which enables products to be sent to support sessions across the UK.

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Raising Funds

The charity is registered with the Fundraising Regulator and committed to following the Code of Fundraising Practice. The charity's main fundraising objective for 2023 was to contribute to secure the financial stability of the charity post-Covid. The Trustees believe that this has been achieved, with income exceeding budget and contributing to a lower than planned deficit.

The fundraising environment remained tough throughout 2023, however, with a determined focus from the fundraising team, income, excluding gifts in kind, grew by 35%. Careful management of individual and community activities was combined with stronger corporate initiatives.

A full list of key organisations which supported the charity in 2023, whether through product donations, staff time or fundraising, has been included in Note 15 to the Accounts at the back of this document. The charity is very grateful to every one of them for the part they have played in helping support women, young adults and men living with cancer.

The charity did not pay any third party or agency to undertake material fundraising activities on its behalf and received no complaints during the course of the year regarding any fundraising activities.

The charity and its Trustees are fully aware of the requirements and duties set out in the Charities (Protection and Social Investment) Act 2016 with respect to fundraising activities and are focused on ensuring any future fundraising activities are fully compliant.

Protecting vulnerable people

The charity endeavours to ensure that all staff, volunteers and the general public are safe and protected while taking part in fundraising activities.

Respecting our supporters is a key element of our Fundraising Promise. We must be able to identify and respond to those supporters who may be in vulnerable circumstances, in a way that is sensitive to their needs. All our supporter-facing staff have access to guidance and associated training. This is informed by the Fundraising Regulator Code and the Chartered Institute of Fundraising's own guidance on 'Acceptance, Refusal and Return of Donations'. We follow the Code of Fundraising Practice in relation to all fundraising which helps to ensure that vulnerable people can be easily identified and, critically, that they are responded to and protected in a non-discriminatory way.

Fundraisers may sometimes find themselves approaching donors who may be vulnerable or need additional support to make a decision. We have guidance in place and available for review on our website to ensure all our fundraisers are aware of the risks and know what to do if they are concerned about an individual and their circumstances.

We endeavour to ensure that our staff, volunteers and the general public are safe and protected while taking part in our fundraising activities. The charity has a zero-tolerance approach to bullying, harassment or sexual harassment of any kind towards any of our staff or volunteers.

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We encourage people of any age or background to fundraise for us, and we stipulate that those under the age of 16 must be supervised by a responsible adult when fundraising.

In 2024 we will be training and appointing a Designated Safeguarding Lead and a Deputy Designated Safeguarding Lead. This will be followed by training for all staff and volunteers, and a Safeguarding Policy will be developed and implemented. Currently any safeguarding concerns connected to our activities can arise from our staff or volunteers, or from members of the public, and reported to head office and investigated by the senior leadership team.

Strategic Direction and Governance

The Cosmetic, Toiletry and Perfumery Foundation (Registered No: 2850925 - Company Limited by Guarantee, Registered Charity No: 1031728) is governed by its Memorandum and Articles of Association and operates through its Programme, Look Good Feel Better (LGFB).

Our charitable purposes are:

1. to give assistance help advice counselling and Information to cancer patients who have suffered appearance-related side effects from chemotherapy, radiotherapy and /or other treatments undergone by them for or in relation to cancer, and to develop and promote the "Look Good Feel Better" programme and other similar programmes in the United Kingdom and to provide cosmetic products, volunteer beauty consultants, makeover workshops and other necessary support to such patients with a view to assisting them in improving their appearance and quality of life.
2. to give assistance, help, advice, counselling and information to persons suffering from the appearance-related side-effects resulting from cancer and/or other disease, illness, injury or condition.
3. to encourage and promote the study into and research related to the relationship between appearance, quality of life and recovery to health of patients and the effects of such recovery, and to educate and inform the public as to the results of such study and research.

The Members of the Board are the charity Trustees and also the Directors for the purposes of the Companies Act 2006. The Board is made up of Senior Directors nominated by supporting companies who are actively engaged in the LGFB Programme as well as independent individuals who are selected through an interview process with other Trustees. Nominations are made to maintain a balance of expertise at a senior level.

Newly nominated Trustees are given a thorough understanding of the Programme through meeting with the Chief Executive/Chairman of Trustees, other members of the Executive Team and are encouraged to observe workshops on a regular basis. They are encouraged to attend appropriate external training events where this would facilitate the undertaking of their role.

The Board is responsible for overseeing the strategy of the charity and ensuring the Foundation's finances are on a firm footing using the guidance of a Finance Committee drawn from senior finance executives of member companies and individuals.

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An Ambassador Group, made up of individuals directly employed by member and supporting companies, champion and manage their company's input to the LGFB Programme.

The Chief Executive, Mark Flannery, joined in September 2022 and has overall responsibility for all operational matters to ensure the successful delivery of the Programme.

The Foundation has a wholly owned trading subsidiary, Look Good Feel Better Trading Limited, which was formed to undertake non primary purpose trading activities to raise funds on behalf of the charity. All profits from this subsidiary are gifted to the parent charity on an annual basis under a deed of covenant.

Public Benefit

The Trustees confirm that they have complied with their duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission and have considered this in setting the key strategic objectives of the Foundation.

Risk Management

The Board acknowledges its responsibility for establishing a risk management system and is satisfied that appropriate procedures have been established to identify and mitigate major risks which the Foundation faces. A risk register is maintained on this basis, including an assessment of the scale of probability of specific risks to better identify strategic areas for review. It is recognised that systems can only provide reasonable but not absolute assurance that major risks will be adequately managed.

The operational and financial risks facing the charity as a result of the above are summarised as follows:

Key Operational Risk	Mitigating Action
Reduction in donated goods impacting on the number of workshops we can facilitate	<p>Comprehensive product requirement list has been developed to calculate 'in-year' requirements and requirements for the following year.</p> <p>Recruitment of 2 new Corporate Partnership Managers, all with a remit to seek new product donations from brand partners in line with requirement list.</p> <p>Product requirement list is shared with the Board of Trustees to allow for discussion with their networks.</p>

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Lack of warehousing to hold donated product and donated fulfilment logistics	<p>Reduce number of products in each make up bag which will reduce stock levels</p> <p>A third warehouse / storage provider has been secured to ensure we have additional, flexible capacity to house new donations.</p> <p>All storage providers to undergo a review in 2024 to establish capacity for 2025 stock levels.</p>
Loss of volunteer support resulting in reduced capacity to deliver workshops effectively, in turn, diminishing service and beneficiary experience.	<p>New Volunteer Recruitment and Engagement Manager has been recruited.</p> <p>Full review of recruitment, induction and training process has been conducted.</p> <p>Implementation of a new reward and recognition scheme has been implemented to boost volunteer satisfaction</p> <p>Volunteer newsletters are now being circulated frequently to significantly improve communications.</p> <p>A number of brand partners are proactively sourcing volunteers for LGFB to support our work</p>
External environment is uncertain, and could impact on our objectives	<p>Rigorous strategic planning process that analysis internal and external environment highlighting areas of key risk</p> <p>Keeping a mix of income streams</p> <p>Monthly financial review and monitoring against targets</p>
Governance failure – trustees maintain oversight of key risks with limited training and resources	<p>A new Trustee training and induction process will be presented to Board for approval in April 2024 to ensure all trustees are trained using Charity Commission trustee training.</p>

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Regulatory / compliance risk	Policies and procedures in place; regular staff training
Safeguarding – failure to safeguard beneficiaries, staff and volunteers	Safeguarding procedures in place and shared with staff and volunteers upon appointment Designated Safeguarding Leads to be appointed/trained April 2024

Key Finance Risk	Mitigating Action
Financial management / financial fraud	Robust financial procedures, policies and segregation of duties in place. Active Finance Committee are provided with regular financial updates to allow for independent review and scrutiny.
Financial sustainability, reduced financial support from member companies, inability to maintain financial reserves	Regular engagement with member companies; robust financial monthly monitoring/review; diversification into alternative income streams
Cyber-attack/ Ransomware	Robust IT systems / firewall / external monitoring in place 24/7
Financial fraud by staff or volunteers feeling effects of cost-of-living crisis	Procedures in place regarding segregation of duties for all cash and bank payments and authorisation of expenses and payroll payments.

The Board recognises the need for all risks associated with the efficient delivery of the Programme to be kept under review, especially as it reshapes the organisation and its services to provide continued public benefit.

Going Concern

On page 10 we have set out a review of financial performance and the charity's reserves position. The reserves held prior to the outbreak of Covid-19, together with the steps taken to streamline the organisation and maintain focus on income generation have placed it in a strong position to continue operations during the pandemic and beyond.

Our planning process, including financial projections, has taken into consideration the current economic climate and its potential impact on the various sources of income and planned expenditure. The newly approved strategic plan increases focus on growing and diversifying our income generation activities. We have a reasonable expectation that we have adequate

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resources to continue in operational existence for the foreseeable future and the accounts have, therefore, been prepared on the basis that the Foundation is a going concern. Whilst there is uncertainty around income forecasts during the ongoing effects of global uncertainty, year-to-date income in 2024 is tracking on budget. The Board is aware of the inflationary pressures on its cost base due to both the high energy and general cost increases and believes it will be able to absorb them in its plans. In the event of further pressures, it remains confident that the Foundation can adapt and mitigate as needed as was demonstrated over the past 3 years.

Remuneration

The Remuneration Committee, which operates as a sub-committee of the Finance Committee, is expected to meet twice a year. This committee makes recommendations on overall remuneration levels and specific recommendations for the remuneration of the Chief Executive.

Salary awards are benchmarked using a variety of publicly available data including ONS salary trends, Charity Jobs survey and a wide variety of individual charity reports.⁸

Charity Governance Code

The Charity Governance Code was published in 2017. The code sets out seven principles of good governance and encourages charities to review their governance structures and processes against this code to ensure they are fit for purpose and operate efficiently. The Board's review of its governance processes is ongoing and no material weaknesses have been identified however, in view of the rapid changes in the external environment experienced over the last couple of year, it is focussing on ensuring they are fit to reflect the changes in both activities and fundraising.

Charity Objectives for 2024

The newly agreed 2023 strategic plan is built around 5 strategic pillars and our objectives for 2024 will support these:

- Beneficiary Growth
- Financial Sustainability
- Digital and Web Innovation
- Volunteer Engagement and Support
- Inclusivity

As the charity looks to an exciting 2024, the objectives are clear and these are to focus on the continued growth of the charity's income to ensure longer term financial sustainability and also to significantly grow the number of beneficiaries that it services in a face to face workshop environment. It is planned for Look Good Feel Better to grow its income to £2m (approx. 40% growth from 2023) and to service up to 19,000 beneficiaries (approx. 80% growth from 2023).

Across 2024, Look Good Feel Better UK is looking to deliver three new face to face workshop

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services, from converting its three most popular online services, these being Hand and Nail Care, Body Styling for Confidence and a holistic cancer support package for men.

To further the work carried out across 2023, to make significant improvements to the charity's brand, external awareness and engagement journey, a new website is planned for launch in Q3 of 2024. This will see a significant cosmetic improvement, significant improvements in communications with donors, supporters and beneficiaries and more intuitive processes for workshop bookings and making financial donations.

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Financial Review

The financial statements show a net deficit in resources for the year of £101,197 (2022: £51,810 net deficit) which together with the funds brought forward of £1,025,833 (2022: £1,077,643) results in funds to be carried forward of £924,636 including unrestricted reserves of £879,176.

Our supporters raised £2.9m (2022: £2.2m) in 2023, including £1.5m Gifts in Kind (2022: £1.1m). The remaining £1.4m came from member companies, corporate partners, individual supporters and trusts, all of whom fundraised to help the charity support its patient beneficiaries.

The charity invested £3m (2022: £2.2m) in services for cancer patients including £1.5m of donated products and services. The charity's main direct expense is on its staff £0.87m (2022: £0.7m). Most of these are directly involved in running frontline services, including:

- Recruitment, training and management of volunteers (803 active volunteers in 2023)
- Sourcing and coordination of product donations and logistics
- Liaising with hospitals, cancer centres and support groups who act as venues / hosts for the sessions
- PR and communications, seeking to raise awareness of the Programme amongst potential beneficiaries as well as volunteers and other supporters
- Fundraising and engaging with our corporate and other supporters
- Research and development of new services to support our beneficiaries
- Management and compliance with all relevant legislation; providing support services to the frontline staff

Other expenditure is on consumable products for the support sessions, travel costs for volunteers and running costs for head office.

Budgeting and Forward Planning

The Foundation is fortunate to have a highly qualified Finance Committee on whose expertise they can draw. This Committee sits 2 times a year and gives input and advice on the Foundation's plans and financial projections for the year ahead, as well as scrutinising the report of the Auditors. The Finance Committee then makes recommendations to the Board of Trustees in relation to these items.

The Foundation's budget is always prepared on a prudent basis, recognising the inherent unpredictability of donation income.

Donated Services

The Foundation is exceptionally grateful for the donated volunteer time, logistical support and the products used in the patients' gift bags, which have all been donated by the Cosmetic's Industry (without cost to the Foundation) without which the Programme would be unable to run. The value of the product donations and logistical support received has been included as 'Gifts in Kind' in the Statement of Financial Activities.

The charity sometimes receives donated advertising space which assists in raising awareness of

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the work of the charity. The charity is very grateful to the relevant publishers for the publicity this provides, but no financial value is attributed to this advertising space as the advertising would not be undertaken if not donated.

The volunteer time, although crucial to the success of the programme, has not been valued in line with the recommendations of the Charities' SORP.

Reserves Policy

At 31 December 2023 the Group had free reserves (i.e. unrestricted reserves not used to fund fixed assets) totalling £852,692 (2022: £954,840). The reserves policy is set by the Trustees and is intended to reflect the changing scale of the charity and operations over time.

- Six months operational costs allowing the activities to continue in the event of a significant fall in income
- Six months cost of logistical support at commercial rates
- An amount set aside for purchasing beauty products for use in workshops in the event of a donation shortfall or catastrophic event, e.g. flood or fire at the logistics centres

At 31st December 2023, based on the plans for 2024, this calculation gave a desired reserves figure in the region of £900,000. The three-year strategic plan envisages investment of some of the excess in 2024 to accelerate both spending on activities and resource to generate further income growth, as well as investment in the website.

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Statement of Trustees' Responsibilities Year ended 31 December 2023

The Trustees (the members of the Board who are also Directors of The Cosmetic, Toiletry & Perfumery Foundation for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees 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 charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

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

Auditors

So far as the Members of the Board are aware, there is no relevant audit information of which the charity's auditors are unaware. The Members of the Board have each taken all the steps that we ought to have taken as Members of the Board in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Crowe U.K. LLP has expressed their willingness to continue as auditors for the next financial year.

On behalf of the Board 27th June 2024



Geoff Percy
Chairman

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Independent Auditor's Report to the Members Foundation for the year ended 31 December 2023

Opinion

We have audited the financial statements of The Cosmetic, Toiletry and Perfumery Foundation for the year ended 31 December 2023 which comprise the Consolidated Statement of Financial Activities (Incorporating the Income and Expenditure Account), the Consolidated and Charitable Company Balance Sheets, the Consolidated Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102. The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the charitable company's affairs as at 31 December 2023 and of the group's income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006

Basis for opinion

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

Conclusions relating to going concern

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

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

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

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Other information

The trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit

- the information given in the trustees' report, which includes the directors' report and the strategic report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the group and charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 15, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable

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the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charitable company and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Companies Act 2006, the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's and the group's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company and the group for fraud. The laws and regulations we considered in this context for the UK operations included Employment Legislation, Taxation Legislation and General Data Protection Regulation (GDPR).

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Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management, and the Finance Committee about their own identification and assessment of the risks of irregularities, designed audit procedures on income recognition, sample testing on the posting of journals, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Helen Blundell LLB FCA FCIE DChA

Senior Statutory Auditor

For and on behalf of

Crowe U.K. LLP

Black Country House

Oldbury

West Midlands

B69 2DG

29 July 2024

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies					
- General donations and legacies		831,231	104,400	935,631	656,546
- Member Pledges		162,800	-	162,800	150,750
- Gifts in Kind		1,504,506	-	1,504,506	1,145,843
Other trading activities		327,523	-	327,523	235,085
Other		1,136	-	1,136	8,719
TOTAL INCOME AND ENDOWMENTS		2,827,196	104,400	2,931,596	2,196,943
EXPENDITURE ON:					
Raising funds		737,266	-	737,266	469,937
Charitable activities					
Gifts in Kind		1,504,506	-	1,504,506	1,145,843
Other		711,023	79,998	791,021	632,973
TOTAL EXPENDITURE	3	2,952,795	79,998	3,032,793	2,248,753
Net Income		(125,600)	24,403	(101,197)	(51,810)
Funds brought forward at 1 January 2023		1,004,776	21,057	1,025,833	1,077,643
Funds carried forward at 31 December 2023		879,176	45,460	924,636	1,025,833

The notes on pages 23 to 35 form part of these financial statements.

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Consolidated and Foundation Balance Sheets as at 31 December 2023

	Notes	2023 Group £	2023 Parent Company £	2022 Group £	2022 Parent Company £
FIXED ASSETS					
Intangible Assets	6	16,719	16,720	32,577	32,577
Tangible assets	6	9,765	9,765	12,509	12,509
Investments	12	-	100	-	100
Total fixed assets		26,484	26,585	45,086	45,186
CURRENT ASSETS					
Stock		23,837	23,837	40,349	40,349
Debtors	7	179,328	540,393	142,726	359,437
Short term deposits		213,083	213,083	211,905	211,905
Cash at bank and in hand		580,379	227,059	683,326	444,868
		996,627	1,004,372	1,078,306	1,056,559
CREDITORS					
Amounts falling due within one year	8	(98,475)	(106,321)	(97,559)	(75,912)
Net current assets		898,152	898,051	980,747	980,647
NET ASSETS		924,636	924,636	1,025,833	1,025,833
FUNDS					
Unrestricted funds					
- General funds		879,176	879,176	999,928	999,928
- Designated Funds	10	0	0	4,848	4,848
Restricted funds	10	45,460	45,460	21,057	21,057
TOTAL FUNDS		924,636	924,636	1,025,833	1,025,833

The parent charity's net expenditure included in the consolidated results above, was £101,198 (2022: £224,633 net expenditure)



Geoff Percy
Chairman
27th June 2024

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Consolidated Statement of Cashflows for the year ended 31 December 2023

	2023 £	2022 £
Net cash (used) / generated by operating activities	(95,687)	50,127
Cash flows from investing activities		
Interest	1,136	3,711
Purchase of intangible assets	(4,641)	(7,937)
Purchase of equipment	(2,577)	(11,605)
Net cash (used) by investing activities	(6,082)	(15,831)
Change in cash and cash equivalents in the reporting period	(101,769)	34,296
Cash and cash equivalents at 1st January 2023	895,232	860,936
Cash and cash equivalents at 31st December 2023	793,462	895,232

Reconciliation of net movement in funds to net cash flow from operating activities:

	2023 £	2022 £
Net movement in funds for the reporting period	(101,197)	(51,810)
Adjustments for:		
Depreciation charges	25,820	29,546
Interest	(1,136)	(3,711)
Decrease/ (increase) in stocks	16,512	(15,342)
Decrease / (increase) in debtors	(36,602)	163,734
(Decrease) / increase in creditors	916	(72,290)
Net cash (outflow) / inflow from operating activities	(95,687)	50,127

Analysis of cash and cash equivalents

	2023 £	2022 £
Cash in hand	580,379	683,326
Notice deposits (less than 100 days)	213,083	211,905
Total cash and cash equivalents	793,462	895,231

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

1.Accounting Policies

a) Basis of Preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (Charities SORP (FRS102)).

Our planning process, including financial projections, has taken into consideration the current economic climate and its potential impact on the various sources of income and planned expenditure. We have a reasonable expectation that we have adequate resources to continue in operational existence for the foreseeable future and the accounts have, therefore, been prepared on the basis that the Foundation is a going concern.

Having regard to the above, the Trustees believe it appropriate to adopt the going concern basis of accounting in preparing the financial statements.

Intragroup balances are eliminated fully on consolidation. No statement of financial activities is presented for the charitable company alone as the results of the subsidiary company are separately identified within the group accounts and the charitable company is exempt from presenting such a statement under s408 Companies Act 2006.

b) Company Status

The charity was incorporated on 1 September 1993 in England and Wales and is limited by the guarantee of its members. Its registered address is West Hill House, 32 West Hill, Epsom, KT19 8JD.

The members of the company are the Members of The Board named on page 3.

In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

c) Fund Accounting

Restricted funds can only be used for the purposes specified by or agreed with the donor. Unrestricted funds comprise those funds, which are available for use at the discretion of the Trustees in furtherance of the objectives of the charity and which have not been designated for other purposes.

d) Incoming Resources

All incoming resources are included in Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable probability. For the member pledges, this translates to recognition at the point of invoices raised. The majority of the remainder of the Charity's income is 'pure' donations, which are recognised on receipt.

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

1. Accounting Policies Continued...

e) Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

f) Donated Products

The charity relies on the donation of suitable cosmetic products by various cosmetics companies for use by the charity's beneficiaries.

The products have been valued at approximate wholesale value using the market average retail price as reported by the Cosmetic, Toiletry and Perfumery Trade Association. Due to stocks of these products being kept in hospitals it is very difficult to accurately count these at the year end, so the Trustees have chosen to value the product donations at the point of distribution.

g) Donated Volunteer Time

The charity's workshops are provided using donated beauty consultant time freely volunteered from companies and freelancers.

In line with the Charity SORP the Trustees do not consider that they are able to reliably quantify and measure the value to the charity in financial terms of the volunteer time and this is not therefore included in the SOFA.

h) Donated Services

The Charity receives donated services from a corporate partner for the distribution of the cosmetic products to the hospital workshops. This is not a service normally provided by this company for a fee.

However, the Trustees recognise that the scale of the Charity has grown to the extent that it is significant enough that we would be required to pay for the service if it were to lose this support and therefore have chosen to value it at the market rate which would be payable to a third-party provider.

i) Tangible and Intangible Fixed Assets and Depreciation

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset evenly over its expected life as follows:

- Office equipment & furniture – 5 years
- Computer equipment – 3 years
- Software – between 3 and 5 years

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

1. Accounting Policies Continued...

The carrying values of tangible and intangible fixed assets are reviewed for impairment in periods when events or changes in circumstances indicate the carrying value may not be recoverable.

j) Stock

Stocks are valued at the lower of cost to the Group or net realisable value. The stock value on the balance sheet is with regard to purchased goods for re-sale and not donated goods.

k) Pension Costs

The company operates a defined contribution pension scheme and has complied with auto-enrolment legislation. Contributions are charged in the SOFA as they become payable in accordance with the rules of the scheme. Expenditure is allocated to the appropriate heading in the accounts on the basis of average headcount.

l) Leasing Commitments

Rentals payable under operating leases are charged in the SOFA on a straight-line basis over the lease term.

m) Financial Instruments

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost using the effective interest method.

Financial assets held at amortised cost comprise cash and bank and in hand, together with trade and other debtors.

Financial liabilities held at amortised cost comprise bank loans and overdrafts, trade and other creditors.

Investments in subsidiary undertakings are held at cost less impairment.

n) Key Judgements and Estimates

In the application of the accounting policies, Trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources.

The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis.

Donated products are valued on distribution using costs noted on the CTPA annual report.

Donated logistic services are valued per product using estimated costs from the logistics

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

supplier.

Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period. If the revision affects current and future periods it will be recognised in the period of the revision and future periods.

Notes to the Accounts Year ended 31 December 2023

1. Accounting Policies Continued...

In the view of Trustees, no assumptions concerning the future or estimated uncertainty affecting assets or liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

o) Public Benefit

The Foundation meets the definition of a public benefit entity under the guidance issued by the Charity Commission.

2 Donated Products and Consultant Time

During the year the charity received approximately 224,896 donated cosmetic product items (2022: 245,000 items) and benefited from approximately 9,039 hours of volunteer time (2022: 6,585 hours) donated by 975 (2022: 517) beauty consultants and others (hospital contacts volunteer to organise workshops within hospitals) and 97 (2022:91) semi-voluntary Lead Volunteers support the consultants at each workshop).

This enabled the charity to run the 1,596 (2022: 1,429) workshops. As explained in the accounting policies in Note 1, no financial value is attributed to the volunteer time in the financial statement.

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

3. Resources Expended

	Staff Costs	Direct Costs	Support Costs	Governance Costs	Total
2023	£	£	£	£	£
<u>Raising Funds</u>	422,124	207,371	92,919	14,852	737,266
<u>Charitable Activities</u>					
Gifts in Kind	-	1,420,208	-	-	1,420,208
Other	469,622	197,048	107,214	17,137	791,021
	464,669	1,617,256	107,214	17,137	2,211,229
Total 2023	891,746	1,824,627	200,133	31,989	2,948,495
2022					
<u>Raising Funds</u>	311,074	92,421	58,464	7,978	469,937
					-
<u>Charitable Activities</u>					-
Gifts in Kind	-	1,145,843	-	-	1,145,843
Other	397,668	146,716	77,952	10,637	632,973
	397,668	1,292,559	77,952	10,637	1,778,816
Total 2022	708,742	1,384,980	136,416	18,614	2,248,753

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

3. (cont) Analysis of Support and Governance costs

2023 Support Costs	Raising Funds	Charitable Activities	Total
	£	£	£
Office rent and admin	37,184	42,905	80,089
IT	27,965	32,268	60,233
PR	17,782	20,518	38,300
Other	9,988	11,523	21,511
Total Support	92,919	107,214	200,133

2022 Support Costs	Raising Funds	Charitable Activities	Total
	£	£	£
Office rent and admin	27,104	36,139	63,243
IT	24,356	32,474	56,830
PR	2,927	3,903	6,830
Other	4,077	5,436	9,513
Total Support	58,464	77,952	136,416

Governance Costs	2023	2022
	£	£
Trustees' expenses	1,117	1,731
Audit fees	23,384	16,058
Legal fees	7,488	826
Other	-	-
Total Governance	31,989	18,615

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

4. Employees

	2023	2022
	£	£
Wages and Salaries	771,139	621,962
Social Security Costs	70,567	60,736
Pension costs	23,871	15,984
	865,577	698,682

Travel expenses and allowances were paid to Volunteers totalling £4,052 in the year (2022: £10,131).

One employee received emoluments as defined for taxation purposes of between £60,000 and £70,000 in the year (2022: nil employees) and one employee received emoluments as defined for taxation purposes of between £90,000 and £100,000 (2022: one employee). Both employees are members of the defined contribution pension scheme; employers' contributions paid into the scheme in relation to these employees was £7,360 (2022: £1,588) in the year.

There were five key management personnel in 2023, defined as those with strategic influence. These were:

- Chief Executive
- Finance Director
- Financial controller
- Head of Programme Services
- Director of Fundraising

Between them these five key management personnel (as defined in the Trustees Report) received total remuneration packages of £311,278 (2022: 4 heads received £171,348)

The number of employees (headcount) analysed by function during the year was:

	2023	2022
	No.	No.
Charitable Programme	10	7
Fundraising and PR	7	8
Management and Administration	7	6
	24	21

There were no redundancy payments made during the year.

In 2023 one trustee (2022: one) was reimbursed for their travel and meeting expenses in relation to their activities on behalf of the foundation. In total, they incurred expenses of £1,117 (2022: £1,739) in the year, of which £0 remained as a creditor at year end (2022: £0).

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

5. Net Incoming resources for the year

Net incoming resources are stated after charging:

	2023 £	2022 £
Operating lease rentals	16,860	15,694
Depreciation	25,820	29,546
Audit fees	19,600	16,058

6. Intangible and Tangible Fixed Assets (Group & Parent Entity)

	Intangible Assets 2023 £	Office Furniture & Equipment 2023 £	Total 2023 £
Cost:			
At 1 January 2023	139,837	63,769	203,606
Additions	4,641	2,577	7,218
Disposals	-	-	-
At 31 December 2023	144,478	66,345	210,822
Depreciation:			
At 1 January 2023	107,259	51,260	158,519
Charge for the year	20,499	5,320	25,820
Disposals	-	-	-
At 31 December 2023	127,758	56,580	184,339
Net book value:			
At 31 December 2023	16,720	9,765	26,485
At 31 December 2022	32,577	12,509	45,086

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

7. Debtors

	2023	2023	2022	2022
	Group	Parent Company	Group	Parent Company
	£	£	£	£
Prepayments	24,552	24,553	19,646	19,646
Trade Debtors	98,025	71,939	85,223	17,607
Accrued income	56,751	56,752	37,857	37,329
Inter-company debtor	-	161,054	-	112,103
Amount due from subsidiary - gift aid	-	226,095	-	172,752
Total	179,328	540,393	142,726	359,437

8. Creditors: amounts falling due within one year

	2023	2023	2022	2022
	Group	Parent Company	Group	Parent Company
	£	£	£	£
Trade creditors	42,776	41,606	11,432	11,432
Tax and social security	19,613	-	43,368	22,506
Inter-company creditor	-	34,049	-	3,402
Accruals and deferred income	29,887	24,467	36,654	32,964
Other Creditors	6,199	6,199	6,105	5,608
Total	98,475	106,321	97,559	75,912

Deferred Income

	2023	2022
	£	£
Balance at 1 January	1,180	57,680
Amount released to incoming resources	(1,180)	(57,680)
Amount deferred in the year	-	1,180
Balance at 31 December	-	1,180

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

9. Other Financial Commitments

Operating leases

At 31 December 2023 the company had commitments under non-cancellable operating leases as set out below:

	Land and buildir		Other	
	2023	2022	2023	2022
	£	£	£	£
Amounts Due:				
Within 1 year	18,675	-	187	1,080
Within 2 – 5 years	56,875	-	265	453
Total	75,550	-	453	1,533

All leased items are based at the Foundation's offices at West Hill House, 32 West Hill, Epsom, KT19 8JD. Lease payments recognised in 2023 totalled £15,500 (2022 £16,161).

10. Analysis of movement in Unrestricted Funds

	Funds 1st Jan 2023 £	Income £	Expenditure £	Transfers	Funds 31st Dec 2023 £
Current year					
General Fund	999,928	2,827,196	(2,947,947)	-	879,176
Designated Strategic Research	4,848	-	(4,848)	-	-
Total Designated Fund	4,848	-	(4,848)	-	-
Total	1,004,776	2,827,196	(2,952,795)	-	879,176
	Funds 1st Jan 2022 £	Income £	Expenditure £	Transfers	Funds 31st Dec 2022 £
Prior year comparative					
General Fund	1,016,676	2,118,118	(2,134,866)		999,928
Designated Strategic Research	15,000	-	(10,152)	-	4,848
Total Designated Fund	15,000	-	(10,152)	-	4,848
Total	1,031,676	2,118,118	(2,145,018)	-	1,004,776

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

Analysis of movement in Restricted Funds

Current year	Funds 1st January 2023 £	Income £	Expenditure £	Funds 31st December 2023 £
Various - Workshop Funding	21,057	104,400	(79,998)	45,460
Total	21,057	104,400	(79,998)	45,460

Prior year	Funds 1st January 2022 £	Income £	Expenditure £	Funds 31st December 2022 £
Various	45,967	78,825	(103,735)	21,057
Total	45,967	78,825	(103,735)	21,057

Restricted Fund

Since 2020, numerous donations were received from trusts and foundations for workshops in specific locations.

11. Analysis of group net assets between funds

	General Fund £	Designated Funds £	Restricted Funds £	31st Dec 2023 Total £
Fixed Assets	26,484	-	-	26,484
Cash at bank, in hand and deposits	748,002	-	45,460	793,462
Net current assets	104,690	-	-	104,690
Total	879,176	-	45,460	924,636

Prior Year	General Fund £	Designated Funds £	Restricted Funds £	31st Dec 2022 Total £
Fixed Assets	45,086	-	-	45,086
Cash at bank, in hand and deposits	869,326	4,848	21,057	895,231
Net current assets	85,516	-	-	85,516
Total	999,928	4,848	21,057	1,025,833

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

12. Investment in subsidiary

	Investment in subsidiary undertaking £
Cost and net book value	
As 1 January 2023	100
Additions	-
 As 31 December 2023	 100

The wholly owned trading subsidiary Look Good Feel Better Trading Limited was incorporated in England and Wales (Registered Company No: 09017551) on 29th April 2014 and pays all of its taxable profits to the charity under the gift aid scheme. Its registered office is at West Hill House, 32 West Hill, Epsom, KT19 8JD. The Company carries out trading activities on behalf of the Foundation, including, but not limited to licencing the name of Look Good Feel Better Programme to commercial partners engaged in promotions which are of benefit to the Charity.

The results for the year of the subsidiary are shown below.

	Look Good Feel Better Trading Limited	
	2023	2022
	£	£
Turnover	231,168	175,743
Cost of Sales/Administrative expenses	(5,073)	(2,991)
Profit before taxation	226,095	172,752
Corporation tax payable	-	-
Profit after tax	226,095	172,752
Gift aid donation to parent charity	(226,095)	(172,752)
Surplus for the year	-	0
Retained earnings brought forward	-	-
Retained surplus for year	-	0
 Total assets	 413,453	 310,004
Total liabilities	(413,353)	(309,904)
Total funds	100	100

13. Related Party Transactions

Included in debtors of the parent charity is an amount of £387,150 (2022: £284,855) due from the fully owned subsidiary Look Good Feel Better Trading Limited. This includes profit of £226,095 (2022: £172,252) which is donated under a deed of covenant from the Trading Company to the Charity.

Companies who made donations of which a CTPF trustee have key roles include Chanel £31,484. Clarins £15,000, CTPA £926, Kenneth Green Associates £21,216 (2022: £9,350) and The Perfume Shop £100,059. There were no other transactions with Trustees during the year nor balances at the year end.

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Notes to the Accounts Year ended 31 December 2023

14. Prior year comparatives

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
INCOME AND ENDOWMENTS FROM:			
Donations and legacies			
- General donations and legacies	577,721	78,825	656,546
- Member Pledges	150,750	-	150,750
- Gifts in Kind	1,145,843	-	1,145,843
Other trading activities	235,085	-	235,085
Other	8,719	-	8,719
TOTAL	2,118,118	78,825	2,196,943
EXPENDITURE ON:			
Raising funds	469,937	-	469,937
Charitable activities	-	-	-
Gifts in Kind	1,145,843	-	1,145,843
Other	529,238	103,735	632,973
TOTAL	2,145,018	103,735	2,248,753
NET INCOME/EXPENDITURE FOR THE YEAR	(26,900)	(24,910)	(51,810)
Funds brought forward at 1 January	1,031,676	45,967	1,077,643
Funds carried forward at 31 December	1,004,776	21,057	1,025,833

Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

15. List of Supporting Organisations

The following is a list of significant donors to the LGFB Programme in 2023. The donations may have been financial or of products, volunteer time, advertising space or other services. The Foundation would like to express its gratitude for all donations received over the period.

Member Companies

Arthur Edward
 Chanel
 Clarins
 Estée Lauder Companies
 FDD International
 Karium Ltd
 Kenneth Green Associates
 La Prairie UK
 L'Oréal UK
 LVMH Group
 Morphe
 Procter & Gamble UK
 Philip Kingsley
 Puig
 Revlon International/
 Elizabeth Arden
 Shiseido Group
 The Perfume Shop

Partner Organisations

Annabelle Charles Associates
 Avon Cosmetics
 Beauty Pro (Barber Pro)
 Benefit Cosmetics
 Charlotte Tilbury
 Collection Cosmetics
 Coty UK Limited
 CTPA
 COPRA
 Elemis
 England Netball
 Grape Tree Health Foods
 Morley's Group
 Oreal Group
 The Beauty Show
 The Orange Square Company
 Trendco
 Wella Group
 Yardley London