

**Cosmetic, Toiletry & Perfumery Foundation  
(Programme Title: “Look Good Feel Better”)  
Trustees Report and Financial Statements  
31 December 2024**



# CONTENTS

Trustees and advisors ..... 3

Trustees annual report ..... 4

Financial review ..... 12

Statement of trustees' responsibilities ..... 14

Independent auditor's report ..... 15

Consolidated statement of financial activities..... 19

Consolidated balance sheets ..... 20

Consolidated statement of cash flows ..... 21

Notes to the financial statements ..... 22

Supporting organisations .....35



### **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)  
Debbie Hunter – Trustee, CTPF  
Louise Wallace – Global Head of CMS Corporate / M&A Group  
Charlene Johnson – Head of UK Sales, Chanel  
Stuart Sheath – Finance Director, Forma Brands  
Gill Smith - Managing Director, The Perfume Shop  
Sarah Harbon – General Manager, Benefit Cosmetics (appointed October 2024)  
Ruth Newton-Jones – RNJ Consultancy Ltd (resigned November 2024)  
Ian Marshall - Trustee, CTPF (resigned November 2024)

### **Executive Services**

Mark Flannery – Chief Executive, CTPF  
Anna Bowen (Finance Director)

### **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

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **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 skincare & make-up workshops were launched and since then new online services including hair care, nail care, styling for confidence.

#### **2024: Overview**

2024 was a transformational year for Look Good Feel Better (LGFB). The charity reached a significant milestone and celebrated its 30th birthday, offering help and support to cancer patients for 30 years across the UK. This is quite the achievement and something we are all very proud of. The cancer landscape in the UK still paints a worrying picture, with data still indicating that someone is diagnosed with cancer in the UK every 90 seconds. With the number of people in the UK living with cancer surging to an all-time high, at almost 3.5 million and c390,000 diagnosed annually, the growth projections for cancer cases in the UK and across the world continue to grow at an alarming rate. We have a vital role to fulfil in working alongside our partners and fellow charities, to support as many people with cancer as possible.

As a cancer support charity, focussed on supporting patients with their cosmetic appearance and wellbeing during their treatment, demand for our services continues to grow. Like most small charities we face the dilemma of seeing significant growth in the demand for our services, against a backdrop of financial challenges both within the charity and the wider charitable sector.

In 2023 we launched a 3-year strategic plan, a plan designed to expand the range of services provided by LGFB, whilst investing in the infrastructure of the charity and broadening our fundraising activities. As we close the second year of our plan, the charity has been transformed and is well positioned for the future to meet demand, to grow, to diversify and to remain financially sustainable

In 2022, a promise was made by the charity to 'help more people, in more places, in more ways'. Through the hard work delivered in 2024, we enter 2025 looking to support a record number of cancer patients, from a record number of venues across the UK, delivering a record number of face-to-face support programmes, whilst having delivered the highest scoring beneficiary impact scores on record.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

The key highlights of 2024 were:

- Income increased by 21% on prior year
- Merger with a small, national Hair Loss and head coverings charity called HeadWrappers to allow LGFB to support cancer patients on scalp care, wig alternatives, head scarf tying and other practical tips. Merger completed 1<sup>st</sup> January 2025.
- Our work was featured on National TV for the first time, on both The One Show and BBC Morning Live
- Supporter database has over 40,000 subscribers to allow us to keep our LGFB community updated on progress
- Social media following continued to grow, with a combined reach across LinkedIn, Facebook and Instagram of 1.5million people
- We recruited and inducted 163 new volunteers, taking our team of active volunteers to 882
- We received 244,000 donated items of cosmetic products to fuel our impactful support workshops and our commercial fundraising activities. These came from 33 valued corporate partners

We continue to focus relentlessly on delivering our mission, underpinned by 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.

As an active, community and patient led support charity, our values cascade through our work. We continue to work to serve those on their cancer journey and we work with care and compassion, with integrity, we collaborate at every opportunity, we deliver inclusive services to the UK population, and we demonstrate passion and commitment to helping our beneficiaries. We hope from our impact report, that you see the huge progress that we are making and why our work and our services are so important.

In 2024, we delivered face to face and online sessions to 14,595 individuals through 1,552 face to face workshops during the year in 140 locations. There are 15 new locations anticipated for 2025. Our online services include hair care, nail care, styling for confidence and skincare & make-up. It is important that we continue to provide an online option for those people who do not want to travel to a face-to-face venue or perhaps still are not comfortable being in a group setting. We expect to see the demand for these sessions reduce as we grow the face-to-face 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.

Financially, LGFB reported a surplus of £101k which was better than forecast due to stringent cost controls throughout the year.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **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 33 companies donated products in 2024.

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.

### **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 2024 was to contribute to secure the financial stability of the charity. The Trustees believe that this has been achieved, with income exceeding budget and contributing to a surplus at year end.

The fundraising environment remained tough throughout 2024, however, with a determined focus from the fundraising team, income, excluding gifts in kind, grew by 29%. Careful management of individual and community activities was combined with stronger corporate initiatives.

A full list of key organisations which supported the charity in 2024, whether through product donations, staff time or fundraising, has been included in Note 16 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

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

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.

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.

There were no complaints received in the year with regard to fundraising.

## **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 for the public benefit 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

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

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.

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:



## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

Key Operational Risk	Mitigating Action
Reduction in donated goods impacting on the number of workshops we can facilitate	Comprehensive product requirement list has been developed to calculate 'in-year' requirements and requirements for the following year.
Loss of volunteer support resulting in reduced capacity to deliver workshops effectively, in turn, diminishing service and beneficiary experience.	Appropriate management, motivation and training of volunteers; increased use of social media to recruit volunteers; Regional managers increased engagement with volunteers.
Governance failure – trustees maintain oversight of key risks with limited training and resources	Robust trustee induction ensures awareness of their legal obligations; trustee training on-going programme.
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

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; lack of working capital	Robust debt chasing process implemented; robust financial monthly monitoring/review; diversification into alternative income streams
Cyber-attack/ Ransomware	Robust IT systems / firewall / external monitoring in place 24/7

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.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Going Concern**

On page 12 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 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. Income and expenditure for 2025 are as planned.

### **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.

### **Charity Governance Code**

The Charity Governance Code was published in 2020. 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.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Charity Objectives for 2025**

The objectives for 2025 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. These objectives are underpinned by:

- Income increasing to £2.1m.
- Launching new face to face services for Hair Loss (HeadWrappers), Styling for Confidence (clothing), a rounded support service for Men (grooming, fitness, diet etc) and a service offering support in Hand and Nailcare.
- Service up to 18,300 cancer patients face to face

The overarching plan for 2025 is to strengthen and grow our new face to face services, to establish strong 'back office' functionality, an intuitive web and digital patient experience and to ensure all new services are delivered to the highest quality.

Further investments in digital capability in 2025 will also see the launch of a new charity website, designed with user experience in mind, to ensure a seamless and simplified workshop booking facility. This will allow patients to book multiple workshops in one go, in essence, allowing them to build their own bespoke package of support.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Financial Review**

The financial statements show a net surplus in resources for the year of £100,768 (2023: £101,197 net deficit) which together with the funds brought forward of £924,636 (2023: £1,025,833) results in funds to be carried forward of £1,025,404 including unrestricted reserves of £1,013,265.

Our supporters raised £3.5m (2023: £2.9m) in 2024, including £1.7m Gifts in Kind (2023: £1.5m). The remaining £1.9m 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 £3.4m (2023: £3m) in services for cancer patients including £1.7m of donated products and services. The charity's main direct expense is on its staff £0.99m (2023: £0.87m). Most of these are directly involved in running frontline services, including:

- Recruitment, training and management of volunteers (822 active volunteers in 2024)
- 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

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

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 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 2024 the Group had free reserves (i.e. unrestricted reserves not used to fund fixed assets) totalling £949,624 (2023: £852,692). The reserves policy is set by the Trustees and is intended to reflect the changing scale of the charity and operations over time:

- Four months operational costs allowing the activities to continue in the event of a significant fall in income
- Four 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 2024, based on the plans for 2025, this calculation gave a desired reserves figure in the region of £720,000. The three-year strategic plan envisages investment of some of the excess in 2025 to accelerate both spending on activities and resource to generate further income growth.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Statement of Trustees' Responsibilities Year ended 31 December 2024**

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 on 17<sup>th</sup> July 2025



Geoff Percy  
Chairman

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Independent Auditor's Report to the Members Foundation for the year ended 31 December 2024**

#### **Opinion**

We have audited the financial statements of The Cosmetic, Toiletry and Perfumery Foundation for the year ended 31 December 2024 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 2024 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.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **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 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 trustees' report has 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 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a Strategic report.



## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 14, 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 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](http://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.

## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

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).

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 trustees 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  
1 August 2025

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Consolidated Statement of Financial Activities (incorporating an Income and Expenditure Account) Year Ended 31 December 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies					
- General donations and legacies		981,933	97,945	1,079,878	935,631
- Member Pledges		172,390	-	172,390	162,800
- Gifts in Kind		1,713,794	-	1,713,794	1,504,506
Other trading activities		565,859	-	565,859	327,523
Other		17,339	-	17,339	1,136
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>3,451,315</b>	<b>97,945</b>	<b>3,549,260</b>	<b>2,931,596</b>
<b>EXPENDITURE ON:</b>					
Raising funds		906,070	-	906,070	737,266
Charitable activities					
Gifts in Kind		1,713,794	-	1,713,794	1,504,506
Other		697,362	131,266	828,628	791,021
<b>TOTAL EXPENDITURE</b>	3	<b>3,317,226</b>	<b>131,266</b>	<b>3,448,492</b>	<b>3,032,793</b>
<b>Net Income</b>		<b>134,089</b>	<b>(33,321)</b>	<b>100,768</b>	<b>(101,197)</b>
<b>Funds brought forward at 1 January 2024</b>		<b>879,176</b>	<b>45,460</b>	<b>924,636</b>	<b>1,025,833</b>
<b>Funds carried forward at 31 December 2024</b>		<b>1,013,265</b>	<b>12,139</b>	<b>1,025,404</b>	<b>924,636</b>

The notes on pages 22 to 35 form part of these financial statements.

**Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

**Consolidated and Foundation Balance Sheets as at 31 December 2024**

	Notes	2024 Group £	2024 Parent Company £	2023 Group £	2023 Parent Company £
<b>FIXED ASSETS</b>					
Intangible Assets	6	58,170	58,170	16,719	16,720
Tangible assets	6	5,471	5,471	9,765	9,765
Investments	12	-	100	-	100
<b>Total fixed assets</b>		<b>63,641</b>	<b>63,741</b>	<b>26,484</b>	<b>26,585</b>
<b>CURRENT ASSETS</b>					
Stock		56,125	56,125	23,837	23,837
Debtors	7	249,438	678,722	179,328	540,393
Short term deposits		214,739	214,739	213,083	213,083
Cash at bank and in hand		687,946	394,717	580,379	227,059
		<b>1,208,248</b>	<b>1,344,303</b>	<b>996,627</b>	<b>1,004,372</b>
<b>CREDITORS</b>					
Amounts falling due within one year	8	(246,485)	(382,640)	(98,475)	(106,321)
<b>Net current assets</b>		<b>961,763</b>	<b>961,663</b>	<b>898,152</b>	<b>898,051</b>
<b>NET ASSETS</b>		<b>1,025,404</b>	<b>1,025,404</b>	<b>924,636</b>	<b>924,636</b>
<b>FUNDS</b>					
Unrestricted funds					
- General funds		1,013,265	1,013,265	879,176	879,176
- Designated Funds	10	-	-	-	-
Restricted funds	10	12,139	12,139	45,460	45,460
<b>TOTAL FUNDS</b>		<b>1,025,404</b>	<b>1,025,404</b>	<b>924,636</b>	<b>924,636</b>

The parent charity's net expenditure included in the consolidated results above, was £100,768 (2023: £101,198 net expenditure)



Geoff Percy  
Chairman  
Date: 17th July 2025

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Consolidated Statement of Cashflows for the year ended 31 December 2024

	2024 £	2023 £
<b>Net cash (used) / generated by operating activities</b>	<b>168,921</b>	<b>(95,687)</b>
<b>Cash flows from investing activities</b>		
Interest	5,539	1,136
Purchase of intangible assets	(63,925)	(4,641)
Purchase of equipment	(1,312)	(2,577)
<b>Net cash (used) by investing activities</b>	<b>(59,697)</b>	<b>(6,082)</b>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>109,224</b>	<b>(101,769)</b>
<b>Cash and cash equivalents at 1st January 2024</b>	<b>793,462</b>	<b>895,232</b>
<b>Cash and cash equivalents at 31st December 2024</b>	<b>902,686</b>	<b>793,462</b>

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

	2024 £	2023 £
<b>Net movement in funds for the reporting period</b>	<b>100,768</b>	<b>(101,197)</b>
Adjustments for:		
Depreciation charges	28,080	25,820
Interest	(5,539)	(1,136)
Decrease/ (increase) in stocks	(32,288)	16,512
Decrease / (increase) in debtors	(70,110)	(36,602)
(Decrease) / increase in creditors	148,010	916
<b>Net cash (outflow) / inflow from operating activities</b>	<b>168,921</b>	<b>(95,687)</b>

### Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	687,946	580,379
Notice deposits (less than 100 days)	214,739	213,083
<b>Total cash and cash equivalents</b>	<b>902,685</b>	<b>793,462</b>

## 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)).

After reviewing the charity's forecasts and projections, the Trustees consider that the group is well placed to manage the business risks it faces. This position is supported by strong cash balances and a sufficient level of reserves.

The Trustees therefore have a reasonable expectation that the charity has sufficient resources to continue in operational existence for the foreseeable future and believe that there are no material uncertainties that call into doubt the ability of the group to continue as a going concern. The group therefore continues to adopt the going concern basis in preparing its consolidated financial statements.

The group's planning processes, including financial projections, take into consideration the current economic climate and its potential impact on various sources of income and planned expenditure.

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.

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 1. Accounting Policies Continued...

##### **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.

##### **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.

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 1. Accounting Policies Continued...

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

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.



## **Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)**

### **Notes to the Accounts Year ended 31 December 2024**

#### **1. Accounting Policies Continued...**

The estimates and underlying assumptions are reviewed on an ongoing basis.

Donated products are valued on distribution using costs noted on the Cosmetic Toiletry and Perfumery Association annual report.

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

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 244,000 donated cosmetic product items (2023: 224,896 items) and benefited from approximately 8,679 hours of volunteer time (2023: 9,039 hours) donated by 882 (2023: 975) beauty consultants and others (hospital contacts volunteer to organise workshops within hospitals) and 48 (2023:97) semi-voluntary Lead Volunteers support the consultants at each workshop).

This enabled the charity to run the 1,552 (2023: 1,596) 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 2024

#### 3. Resources Expended

2024	Staff Costs	Direct Costs	Support Costs	Governance Costs	Total
	£	£	£	£	£
<b><u>Raising Funds</u></b>	524,595	187,998	180,345	13,132	906,070
<b><u>Charitable Activities</u></b>					
Gifts in Kind	-	1,713,794	-	-	1,713,794
Other	511,235	192,817	180,345	13,132	897,529
	511,235	1,906,611	180,345	13,132	2,611,323
<b>Total 2024</b>	<b>1,035,830</b>	<b>2,094,609</b>	<b>360,690</b>	<b>26,264</b>	<b>3,517,393</b>
<b>2023</b>					
<b><u>Raising Funds</u></b>	422,124	207,371	92,919	14,852	737,266
<b><u>Charitable Activities</u></b>					
Gifts in Kind	-	1,504,506	-	-	1,504,506
Other	469,622	197,048	107,214	17,137	791,021
	469,622	1,701,554	107,214	17,137	2,295,527
<b>Total 2023</b>	<b>891,746</b>	<b>1,908,925</b>	<b>200,133</b>	<b>31,989</b>	<b>3,032,793</b>

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 3. (cont) Analysis of Support and Governance costs

2024 Support Costs	Raising Funds	Charitable Activities	Total
	£	£	£
Office rent and admin	35,879	35,879	71,758
IT	38,973	38,973	77,946
PR	23,400	23,400	46,800
Other	82,093	82,093	164,186
<b>Total Support</b>	<b>180,345</b>	<b>180,345</b>	<b>360,690</b>

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
<b>Total Support</b>	<b>92,919</b>	<b>107,214</b>	<b>200,133</b>

Governance Costs	2024	2023
	£	£
Trustees expenses	415	1,117
Audit fees	19,260	18,000
Legal fees	3,748	7,488
Other	-	-
<b>Total Governance</b>	<b>23,423</b>	<b>26,605</b>

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 4. Employees

	2024	2023
	£	£
Wages and Salaries	882,198	621,962
Social Security Costs	85,360	60,736
Pension costs	26,887	15,984
	<b>994,445</b>	<b>698,682</b>

Travel expenses and allowances were paid to Volunteers totalling £4,298 in the year (2023: £4,052).

One employee received emoluments as defined for taxation purposes of between £60,000 and £70,000 in the year and one employee received emoluments as defined for taxation purposes of between £90,000 and £100,000 (2023: one employee). Both employees are members of the defined contribution pension scheme; employers' contributions paid into the scheme in relation to these employees was £10,828 (2023: £7,360) in the year.

There were five key management personnel in 2024, defined as those with strategic influence. These were:

- Chief Executive
- Finance Director
- Head of Operations
- Head of Programme Services
- Director of Fundraising

Between them these five key management personnel (as defined in the Trustees Report) received total remuneration packages (inclusive of employer pension and national insurance contributions) of £349,668 (2023: 5 heads received £311,278).

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

	2024	2023
	No.	No.
Charitable Programme	7	10
Fundraising and PR	10	7
Management and Administration	6	7
	<b>23</b>	<b>24</b>

Headcount decreased in year albeit staff salaries increased by 40%. This increase was due to new positions being appointed at a higher level than leavers.

There were no redundancy payments made during the year.

There was one staff settlement agreement of £10,000 which was fully paid at 31<sup>st</sup> December 2024.

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

In 2024 one trustee (2023: 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 £415 (2023: £1,117) in the year, of which £0 remained as a creditor at year end (2023: £0).

#### 5. Net Incoming resources for the year

Net incoming resources are stated after charging:

	2024 £	2023 £
Operating lease rentals	16,718	16,860
Depreciation	28,080	25,820
Audit fees	21,636	19,600

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

	Intangible Assets 2024 £	Office Furniture & Equipment 2024 £	Total 2024 £
Cost:			
At 1 January 2024	144,478	66,345	210,823
Additions	63,925	1,312	65,236
Disposals	-	-	-
<b>At 31 December 2024</b>	<b>208,403</b>	<b>67,656</b>	<b>276,059</b>
Depreciation:			
At 1 January 2024	127,758	56,580	184,338
Charge for the year	22,475	5,605	28,080
Disposals	-	-	-
<b>At 31 December 2024</b>	<b>150,233</b>	<b>62,185</b>	<b>212,418</b>
<b>Net book value:</b>			
<b>At 31 December 2024</b>	<b>58,170</b>	<b>5,471</b>	<b>63,641</b>
At 31 December 2023	16,720	9,765	26,485

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 7. Debtors

	2024	2024	2023	2023
	Group	Parent Company	Group	Parent Company
	£	£	£	£
Prepayments	22,137	22,137	24,552	24,553
Trade Debtors	183,720	144,279	98,025	71,939
Accrued income	43,581	43,581	56,751	56,752
Inter-company debtor	-	116,117	-	161,054
Amount due from subsidiary - gift aid	-	352,608	-	226,095
<b>Total</b>	<b>249,438</b>	<b>678,722</b>	<b>179,328</b>	<b>540,393</b>

#### 8. Creditors: amounts falling due within one year

	2024	2024	2023	2023
	Group	Parent Company	Group	Parent Company
	£	£	£	£
Trade creditors	18,888	18,888	42,776	41,606
Tax and social security	29,229	21,313	19,613	-
Inter-company creditor	-	150,331	-	34,049
Accruals and deferred income	192,891	186,631	29,887	24,467
Other Creditors	5,477	5,477	6,199	6,199
<b>Total</b>	<b>246,485</b>	<b>382,640</b>	<b>98,475</b>	<b>106,321</b>

#### Deferred Income

	2024	2023
	£	£
Balance at 1 January	-	1,180
Amount released to incoming resources	-	(1,180)
Amount deferred in the year	164,710	-
<b>Balance at 31 December</b>	<b>164,710</b>	<b>-</b>

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 9. Other Financial Commitments

##### Operating leases

At 31 December 2024 the company had commitments under non-cancellable operating leases as set out below:

	Land and buildings		Other	
	2024	2023	2024	2023
	£	£	£	£
<b>Amounts Due:</b>				
Within 1 year	19,500	18,675	1,846	187
Within 2 – 5 years	17,875	56,875	4,654	265
<b>Total</b>	<b>37,375</b>	<b>75,550</b>	<b>6,500</b>	<b>452</b>

All leased items are based at the Foundation's offices at West Hill House, 32 West Hill, Epsom, KT19 8JD. Lease payments recognised in 2024 totalled £16,718 (2023 £15,500).

#### 10. Analysis of movement in Unrestricted Funds

	Funds 1st Jan 2024 £	Income £	Expenditure £	Transfers	Funds 31st Dec 2024 £
<b>Current year</b>					
<b>General Fund</b>	879,176	3,321,819	(3,187,730)	-	1,013,265
Designated Strategic Research	-	-	-	-	-
Total Designated Fund	-	-	-	-	-
<b>Total</b>	<b>879,176</b>	<b>3,321,819</b>	<b>(3,187,730)</b>	<b>-</b>	<b>1,013,265</b>

	Funds 1st Jan 2023 £	Income £	Expenditure £	Transfers	Funds 31st Dec 2023 £
<b>Prior year comparative</b>					
<b>General Fund</b>	999,928	2,827,196	(2,947,947)	-	879,176
Designated Strategic Research	4,848	-	(4,848)	-	-
Total Designated Fund	4,848	-	(4,848)	-	-
<b>Total</b>	<b>1,004,776</b>	<b>2,827,196</b>	<b>(2,952,795)</b>	<b>-</b>	<b>879,176</b>

##### Designated Funds

The planned strategic research project concluded in 2023.

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### Analysis of movement in Restricted Funds

Current year	Funds			Funds	
	1st January	Income	Expenditure	31st December	
	2024			2024	
	£	£	£	£	
Various - Workshop Funding	45,460	97,945	(131,266)	12,139	
<b>Total</b>	<b>45,460</b>	<b>97,945</b>	<b>(131,266)</b>	<b>12,139</b>	

  

Prior year	Funds			Funds	
	1st January	Income	Expenditure	31st December	
	2023			2023	
	£	£	£	£	
Various	21,057	104,400	(79,998)	45,460	
<b>Total</b>	<b>21,057</b>	<b>104,400</b>	<b>(79,998)</b>	<b>45,460</b>	

#### 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 2024
	£	£	£	Total
	£	£	£	£
Fixed Assets	63,641	-	-	63,641
Net current assets	949,624	-	12,139	961,763
<b>Total</b>	<b>1,013,265</b>	<b>-</b>	<b>12,139</b>	<b>1,025,404</b>

  

	General Fund	Designated Funds	Restricted Funds	31st Dec 2023
	£	£	£	Total
	£	£	£	£
Fixed Assets	26,484	-	-	26,484
Net current assets	852,692	-	45,460	898,152
<b>Total</b>	<b>879,176</b>	<b>-</b>	<b>45,460</b>	<b>924,636</b>



## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 12. Investment in subsidiary

##### Investment in subsidiary undertaking £

##### Cost and net book value

As 1 January 2024	100
Additions	-
As 31 December 2024	<b>100</b>

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

	2024 £	2023 £
Turnover	432,681	231,168
Cost of Sales/Administrative expenses	(80,073)	(5,073)
<b>Profit before taxation</b>	<b>352,608</b>	<b>226,095</b>
Corporation tax payable	-	-
<b>Profit after tax</b>	<b>352,608</b>	<b>226,095</b>
Gift aid donation to parent charity	(352,608)	(226,095)
<b>Surplus for the year</b>	<b>-</b>	<b>-</b>
<b>Retained earnings brought forward</b>	<b>-</b>	<b>-</b>
<b>Retained surplus for year</b>	<b>-</b>	<b>-</b>
Total assets	483,000	413,453
Total liabilities	(482,900)	(413,353)
<b>Total funds</b>	<b>100</b>	<b>100</b>

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 13. Related Party Transactions

Included in debtors of the parent charity is an amount of £468,725 (2023: £387,150) due from the fully owned subsidiary Look Good Feel Better Trading Limited. This includes profit of £352,608 (2023: £226,095) which is donated under a deed of covenant from the Trading Company to the Charity.

Included in the creditors of the parent charity is an amount of 150,331 (2023: 34,049) due to the fully owned subsidiary Look Good Feel Better Trading Limited.

Trustees of the Charity in the main hold senior roles in member cosmetic companies. Those companies have in aggregated donated £420,000 in the year (2023: £168,000).

#### 14. Prior year comparatives

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
<b>INCOME AND ENDOWMENTS FROM:</b>			
Donations and legacies			
- General donations and legacies	831,231	104,400	935,631
- Member Pledges	162,800	-	162,800
- Gifts in Kind	1,504,506	-	1,504,506
Other trading activities	327,523	-	327,523
Other	1,136	-	1,136
<b>TOTAL</b>	<b>2,827,196</b>	<b>104,400</b>	<b>2,931,596</b>
<b>EXPENDITURE ON:</b>			
Raising funds	737,266	-	737,266
Charitable activities			-
Gifts in Kind	1,504,506	-	1,504,506
Other	711,023	79,998	791,021
<b>TOTAL</b>	<b>2,952,795</b>	<b>79,998</b>	<b>3,032,793</b>
<b>NET INCOME/EXPENDITURE FOR THE YEAR</b>	<b>(125,600)</b>	<b>24,403</b>	<b>(101,197)</b>
Funds brought forward at 1 January	<b>979,866</b>	<b>45,967</b>	<b>1,025,833</b>
Funds carried forward at 31 December	<b>854,266</b>	<b>70,370</b>	<b>924,636</b>

## Cosmetic, Toiletry & Perfumery Foundation (Limited by Guarantee)

### Notes to the Accounts Year ended 31 December 2024

#### 15. Post Balance Sheet Event

On 1st January 2025 CTPF merged with HeadWrappers Charity Number 1177981 for nil consideration. The total assets of HeadWrappers were transferred to the charity.

#### 16. List of Supporting Organisations

The following is a list of significant donors to the LGFB Programme in 2024. 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 Intl / Elizabeth Arden

Shiseido Group

The Perfume Shop

Wella Group/OPI Nails

Yardley London

##### Partner Organisations

Annabelle Charles

Associates

Aspects Beauty

Avon Cosmetics

Beauty Pro (Barber Pro)

Benefit Cosmetics

Collection Cosmetics

Coty UK Limited

COPRA

Creed Fragrances

Dr. Pawpaw

Elemis

Grape Tree Health Foods

H Beauty

Morley's Store Group

Orean Group

Space NK

The Fragrance Foundation

The Orange Square Company

The Pink Ribbon Foundation

The Will Trust

UK Lush